

Medical Curriculum Committee Meeting Minutes – Additional Meeting
SMHS
Wednesday, June 8, 2016- 4:30 PM, Room 1917, via telecomm, and video

In attendance: Sarah Meyers, Steffen Christensen, Charlie Christianson, Dev Pant, Tom Hill, Dawn Hackman, Rick Van Eck, Joy Dorscher, Bryon Grove Gene DeLorme, Gwen Halaas, Susan Zelewski, Thad Rosenberger, Shae Samuelson, Heidi Philpot, Steve Tinguely

Minutes Submitted by: Shae Samuelson

Minutes Reviewed by: Rick Van Eck June 17, 2016

Minutes Approved by: Thad Rosenberger/Bryon Grove 7.1.16

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<p>1. Welcome/call to order</p>	<p>Dr. Van Eck called the meeting to order at 4:33p in 1917.</p>	
<p>2. MCC Membership Composition with By-Laws</p>	<p>Discussion on the workload of the MCC chair being more manageable with the action chart and populated agenda. Do not fear being the chair and you are encouraged especially with the streamlined process and support. Recommendation to have the chair be an experienced member. Thank you to the members that will have their terms completed.</p> <ul style="list-style-type: none"> • New Members as of July 1 <ul style="list-style-type: none"> ○ Xuesong, Chen – elected 3 year term ○ Jonathan Geiger – elected 2 year term ○ James Beal – elected 3 year term • Terms ended as of June 30 <ul style="list-style-type: none"> ○ Dev Pant ○ Bryon Grove ○ Jyotika Sharma ○ Erik Christensen, MSII ○ Brock Davidson, MSII (alternate, serves on BSCS) ○ Lucas Holkup, MSIV ○ Andresa Carlson, MSIV (alternate, serves on CSCS) • Election of Chair for AY 2016-17 will take place July 13th at special topics mtg 	<p>Informational.</p> <p>Action Item: Self nomination or recommendation of Chair of MCC for next meeting.</p> <p>Action Item: Election to take place July meeting.</p>
<p>3. Medical Program Council – returned from 5/25 meeting of MCC</p>	<p>The background: The policies and procedures working group raised the point of who comes up with policies for Medical Curriculum. COMP was brought forward to FAC but due to LCME it was tabled with the idea to revisit at a later time. No other program has policies related to their program go to FAC besides the Medical Curriculum. It seemed inappropriate that members not involved in the medical curriculum were voting on items</p>	

	<p>not relevant to them. This committee would address CQI needs for implementing the decisions of MCC and subcommittees.</p> <p>Discussion at the last MCC meeting focused around #3 “Coordinate the activities of Education Resources with the actions and decisions rendered by the committees involved in the undergraduate medical curriculum. It was asked how and why this is in there? What is the meaning and the charge it is pointing to? It was decided #3 was at the MCC level and to delete it from the MPC charge.</p> <p>Discussion on the need for the council to be broader than it is. Information Resources should be involved and MPC might have to facilitate the actions across the institution to implement. The committees will retain their current autonomy and MPC will oversee.</p> <p>This will be the one group who oversees the standards and has the oversight/management of the curriculum. Can also look at the strategic planning for the Medical Curriculum.</p> <p>Discussion on the by-laws for the terms & conditions. Change how they move through and include the procedures of how polices should be written and approved.</p> <p>A big topic of the council proposal that MCC discussed related to the lack of diversity aof ny of the committees. Discussion focused on the following ideas: this is a long term goal. Gene attends AAMC but not given any charge at the program level for diversity. Include the university diversity initiatives. Ensure the principles of diversity are applied to all components of the MD program. Add diversity leader as a non-voting member. This should be one person and one role on the council. In addition to discussion on diversity, the committee looked at including population health and psychiatry and behavior sciences since they do not fit under biomedical or clinical. With the committee membership as it stands, it may need to have a chair who is an administrator and the chair will only have a voting role in the event of a tie. The Dean will be responsible for appointing a chair.</p> <p>Action wished to take to move forward. Get FAC and then they will direct by-laws. Won’t happen until the fall. Dr. Van Eck will send the edits to Dr. Hill with the rest to include the rationale for the council. They will bring back to MCC for an official approval and motion. Chair will send to Tom and Tom will take it to the group. By Next Meeting June 22.</p>	<p>The document was reviewed and the edits were agreed upon unanimously by the committee members.</p> <p>Action Item: Dr. Van Eck will send the edits to Dr. Hill which will not only include the edits but the request to have a rationale. It will then return to MCC for an official approval and motion at the June 22, 2016 MCC meeting. .</p>
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4. Curriculum Retreat Follow up/Feedback (summary to be given at next meeting)		Tabled for next meeting.
7. Next MCC Meeting	Next Regular Meeting – June 22, 2016 – 4:30 PM, Room 1917 & Video Bismarck/Fargo Next Clerkship Report/Special Meeting – July 13, 2016 – 4:30 PM, Room 1917	Informational.
8. Adjournment	Meeting was adjourned at 6:29pm	Informational.

APPROVED