

Phase 1 Committee Meeting Minutes

SMHS

Tuesday, October 26, 2021 – 2pm via Zoom

In attendance: Jon Allen, Marc Basson, Kurt Borg, Pat Carr, Xuesong Chen, Jane Dunlevy, Eric Johnson, Gunjan Manocha, Minnie Kalyanasundaram, Mark Koponen, Ken Ruit, Tyler Safgren, Adrienne Salentiny, Rick Van Eck, Min Wu, Susan Zelewski.

Members not in attendance: Megan Denis, Kara Eickman, Amanda Haage, Dev Pant, Jim Porter.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Jane Dunlevy

Minutes Approved by: Mark Koponen and Kurt Borg

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Dr. Dunlevy, chair called the meeting to order at 4:33 pm via Zoom.	Informational
2. Approval of Minutes 8.31.21		MSC to approve the 8.31.21 minutes. Mark Koponen / Ken Ruit // carried.
3. Standing Items		
4. Old Business		
5. New Business	<p>a. Phase Evaluation Matrix from CEMC for review/recommendations</p> <p>This phase evaluation matrix as approved by CEMC and UMEC with the request the phase committee’s also review it. This is separate from the unit and curriculum as a whole reports for evaluating the curriculum. The first two columns are directly from LCME documentation. We are using the curriculum database management system ‘Leo’ to track all the data for our reports and mapping.</p> <p>Phase objectives and competencies are connected to the different assessment throughout the phase. There were concerns of how it states faculty feedback is collected. It was suggested that the specific ways we gather faculty feedback listed should include department meetings, curriculum governance and faculty governance structures.</p> <p>Noted that this evaluation matrix has yet to be implemented, and we are anticipating there will be changes as we start to work with the evaluation process.</p>	MSC to approve the Evaluation matrix to include faculty feedback is collected through department meetings, curriculum and faculty governance structures. Jon Allen / Mark Koponen // carried.

	<p>b. Phase 1 Inclusive Course Design for Med Prep Elective</p> <p>This is a 2-week elective for phase 1 students to take in November and will require 23/hours a week with no evening or weekends. Students will be learning about adult learning inclusion, classroom awareness and they will create a med prep course for native American students to take to prepare to take the MCAT, so they can apply to medical school. This elective is not a pre-requisite for another elective that will be teaching the course that is designed in this elective in the summer. The grading criteria will include the understanding the practice and theory of adult learning and demonstrating professional and leadership skill with peers and their participation.</p>	<p>MSC to approve the Phase 1 Inclusive Course Design for Med Prep elective, contingent of answer for how the next group will proceed in the future. Jon Allen / Mark Koponen // carried.</p>
	<p>d. GQ #8, 9, 20, 21</p> <p><u>#8</u></p> <p>Science relevance and integration we scored before the 10th percentile and this has been having lots of discussion and are realizing that students are not connecting PCL and case wrap up to this question based on the wording of the question. There has been lots of intentionality in in trying to make this integration clearly stated to students. Suggestion to change the title of case wrap-up so that student might start to connect those to this question in the future? We are going to ask the students to help re-title these sessions, so that future students will connect PCL, TBL and case wrap-up with science integration question. We are also open to other suggestions that students have for names of different sessions as well.</p>	<p>ACTION ITEM: Tyler Safgren will ask students for name suggestions for case wrap-up and other clinical related sessions they think should be titled something else.</p> <p>Tabled #9, #20 & #21</p>
<p>6. Other Business</p>		
	<p>Meeting adjourned the meeting at 5:41.m.</p>	<p>Next meeting November 16, 2021.</p>