

**Phase 1 Committee Meeting Minutes**

SMHS

**Tuesday, November 16, 2021 – 2pm via Zoom**

**In attendance:** Jon Allen, Kurt Borg, Pat Carr, Xuesong Chen, Jane Dunlevy, Kara Eickman, Amanda Haage, Eric Johnson, Gunjan Manocha, Mark Koponen, Jim Porter, Ken Ruit, Tyler Safgren, Adrienne Salentiny, Min Wu, Susan Zelewski.

**Members not in attendance:** Marc Basson, Megan Denis, Minnie Kalyanasundaram, Dev Pant, Rick Van Eck,

**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
<b>1. Welcome/call to order</b>	Dr. Dunlevy, chair called the meeting to order at 2:02 pm via Zoom.	Informational
<b>2. Approval of Minutes 10.26.21</b>		<b>MSC to approve the 10.26.21 minutes. Mark Koponen / Kurt Borg // carried.</b>
<b>3. Standing Items</b>		
<b>4. Old Business</b>	<p><b>a. GQ # 8 – follow up for title change for case wrap-up</b></p> <p>Tyler Safgren met with the ISA pre-clinical work group to come up with a title suggestion and they came up with a few but not one that was more strongly suggested than other. Tyler will work to get one or two names from all four classes on a new title that would clarify the connection between basic and clinical sciences for the PCL cases.</p> <p>They also discussed ways that might help students make the connection beyond the name change and way that wrap-up could be improved. Students really like when a physician walks through the case and gets the students and patient involved. They would like to see more consistency between physicians but also realize that is not possible. It was pointed out that having the variation is also good because not all students learn the same way and having different ways the cases are presented may be helpful for them. To have everyone meet the gold standard would be nice but with the physicians being volunteer it is challenging to make suggestions for improvement. However, if we want to change what the expectation is for case wrap-up a clear communication to physicians should be sent out.</p>	Information

<p><b>5. New Business</b></p>	<p><b>a. Unit 3 Schedule</b></p> <p>This unit per the request of students we are trying to do asynchronous lectures this unit. Groups of lectures that are taught by the same faculty member will be asynchronously and will be available to students earlier, but they are responsible for watching the lecture before the Q/A session with that lecture to answer any questions that students have on the material. These sessions will vary on the number of students attend and the questions that they bring. The faculty are not expected to prepare extra for the Q/A session. These asynchronous lectures will show up on the students schedule as ‘Independent Learning’ with the suggestion to add the topic behind it. There is also built-in self-directed study time also to help students keep up with the material. Some of the lectures will be recorded specifically for this new format and others will be old lecture that were recorded within the last 6-months. There will also no longer be weekly quizzes and will still be some traditional lectures.</p> <p>Jane Dunlevy will make a recording explaining to the students the reason for the instructional method change this unit. This will prevent any wrong interpretation of why we had the change.</p>	<p><b>MSC to approve the Unit 3 schedule format. Tyler Safgren / Mark Koponen // carried.</b></p>
	<p><b>b. AY 20-21 Phase 1 Report</b></p>	<p>Tabled</p>
<p><b>6. Other Business</b></p>	<p>There seems to be conflicts with this meeting time, and would be open to any suggestions for a time change. There was a suggestion for an early morning meeting time vs. later. Alissa Hancock will look at outlook schedules for possible options.</p>	<p>Information</p>
	<p>Meeting adjourned the meeting at 3:25pm.</p>	<p>Next meeting December 7, 2021.</p>