

Phase 2 Phase 3 Committee (P2P3C) Meeting Minutes  
 Tuesday, August 10, 2021 @ 5:00 pm via Zoom

**In attendance:** Dinesh Bande, Marc Basson, Sandi Bates, Danielle Cellucci, Jane Dunlevy, Bryan Delage, Scott Engum, Minnie Faith, Sabha Ganai, Kristi Hofer, Stacie Klegstad, Parag Kumar, Devendranath Mannuru, Bree Melicher, Marlys Peterson Jodi Rathjen, Jim Porter, Luke Roller David Schmitz, Kamille Sherman, Chris Tiongson, Susan Zelewski.

**Not in attendance:** Tom Arnold, Pat Carr, Chris DeCock Mac Dyke, Jesse Ewaldt, Scott Knutson, Jau-Shin Lou, Dennis Lutz, Alicia Norby, Jim Roerig, Jon Solberg, Robert Sticca, Steve Tinguely.

**Minutes submitted by:** Alissa Hancock

**Reviewed by:** Susan Zelewski

**Approved by:** Kamille Sherman and Luke Roller

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 5:07 p.m. by the chair Dr. Susan Zelewski.	Informational
2. Approval of July 13, 2021 minutes	<i>Email Vote: MSC to approve the Diagnostic Radiology and Introduction to Emergency Medicine electives revisions. Jim Roerig / Kamille Sherman // carried.</i>	<b>MSC to approve the July 13, 2021 minutes. Dev Mannuru / Kamille Sherman // carried.</b>
3. Old Business	<p><b>a.) Policies and Procedures</b>  <b>i. Policies Review</b></p> <p><b>b.) Covid-19 related concerns</b>          We do have health systems that will be mandating the COVID vaccination for students. Students will have to upload their vaccine card into the certiphi system and they will notify us if a student is not compliant with all their vaccines. Every hospital might have slightly different rules of compliance and starting dates for them. We can try to be proactive by asking the clinical sites on a regular basis for any updates.</p> <p>We cannot ask students if they are vaccinated. If student do not want to get the vaccine they could ask for an exemption from that health system. Otherwise, that would potentially limit their clinical site availability or they will have to delay their graduation date. We cannot guarantee a spot for them for when they return,</p>	Informational

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	<p>which is something we tell all student when they take a leave of absence for any reason.</p>	
4. New Business	<p><b>a.) Phase 2 Rotation Scheduling</b>          The current plan to have students complete the student preference points in October, so campus schedules can be completed by mid-November. Then Family Medicine lottery can begin at the end of November or early December, and is independent from the campus schedules.</p> <p>Reassurance that with the change in to the 20-month curriculum, there is no extra elective time or an increase of students in the electives, but elective time is offered to students earlier.</p>	Informational
	<p><b>b.) Timely Grading Report</b>          There were very few late grades. However those that occurred were attributed to the increased workload on preceptors due to COVID and the transition to the Leo system. Some were due to Leo having some technical issues, which if you notice an issue or have a problem the sooner you notify Becca Maher or Dr. Susan Zelewski the better. We want to try to avoid the last minute rush of having to fix the issue urgently to get grades done on time. Neurology had a miscommunication with staff transitions in both the Neurology and Student Affairs offices with the grade submission requirements, which are different for MILE Neurology clerkship. There were similar issues in the AI timely grading report as well. These should be fixed.</p>	Informational
	<p><b>c.) ISA Report</b>          The working groups are still working and there are some processes that are being discussed that will be coming to this committee in the future.</p>	Informational
5. Electives	<p><b>a.) IMED 9325-02 – Derm GF</b>          This elective is heavily edited to be a new elective with the same course number. The preceptor is very excited to start and is also interested in starting a student interest group for Dermatology. Please send all interested students to Dr. Jim</p>	<b>MSC to approve the Grand Forks Derm IMED 9325-02 elective. Bryan Delage /</b>

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	Porter to get the interest group process started because we need 5 students committed prior to the group being formed.	<b>Kamille Sherman // carried.</b>
6. Reports from Committees	<p><b>a.) UMEC - Dr. Zelewski</b>          Reviewing the DCI standards and there was a question on the definition of participation for patient encounters tracking. They were wanting more specifics, but after explaining the reasoning for keeping it broad to not limit the amount of encounters it was understood with no further questions.</p> <p>Dr. Jim Porter was approved to be the back-up contact for students to report real-time concerns of inappropriate supervision if their campus dean is not reachable. Our Yearly Tracking Summary was approved with no comments. We will also start to monitor the learning environment from a professionalism standpoint in phase 1, so that it can be evaluated through all of the curriculum now.</p> <p>Phase 2 campus selections will be done at the end of August, so students can get a career counselor and phase 3 campus will be selected a year later.</p>	Information
	<p><b>b.) GMEC –Dr. Zelewski</b>          Nothing pertinent to this committee</p>	Information
	<p><b>c.) EASRC</b>          Still preparing documents for the LCME visit.</p>	Information
	<p><b>d.) CEMC – Dr. Zelewski</b>          Phase 2 &amp; 3 templates are just about done. These reports are to evaluate how the phases are meeting the program domains/competencies and not so much of the individual student’s achievements.</p>	Information
7. Area Updates	Next month we will be reviewing the GQ, clerkship reports start and the Psych honors update and the Graduate & Program Directors Survey, and the Curriculum Retreat is coming up.	Information

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	<p>Please continue to communicate with students as often as you need to answer questions. With some of the most asked questions you may want to create a document of those with the answer, and send that out to the students. This will help with consistency in the information that students.</p> <p>Also, Library Resources is going to be getting a new program called Board Vitals in March 2022. You might be getting emails regarding this and what features are available for you to use.</p>	
8. Adjournment	Meeting was adjourned at 5:45 pm.	<i>The next regular meeting is scheduled for September 14, 2021, at 5:00 pm.</i>