

**Undergraduate Medical Education Committee Meeting Minutes**

SMHS

**Wednesday, October 28, 2020 - 4:30 PM, via Zoom**

**In attendance:** Pat Carr, Marc Basson, Jim Beal, Jane Dunlevy, Kara Eickman, Minnie Faith, Bryon Grove, Mark Koponen, Jim Porter, Adrienne Salentiny, David Schmitz, Rick Van Eck, Susan Zelewski.

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** Patrick Carr

**Minutes Approved by:** Bryon Grove and Jon Pacella

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>1. Welcome/call to order</b>	Chair Dr. Patrick Carr called the meeting to order at 4:31 pm via Zoom. If no objections proposing time of adjournment at 6:00pm.	Informational
<b>2. Approval of Minutes</b>	October 7, 2020	<b>MSC to approve the 10.7.20 minutes. Susan Zelewski / Kara Eickman // carried with 1 abstention.</b>
<b>3. Consent Agenda</b>	a.CSCC 9.8.20 Minutes, Neuro Critical Care AI, Cardiology AI, OBGYN Report b.BSCC 9.22.20 & 10.6.20 Minutes c. CEMC 9.21.20 Minutes	<b>MSC to accept consent agenda. Bryon Grove / Jim Beal // carried.</b>
<b>3. New Business</b>	<p><b>a. Committee Reports</b></p> <p><b>i. Subcommittees</b></p> <p><b>a. CSCC</b></p> <p><b>1. Visiting Student Policy</b></p> <p>This is a current policy that needed some updates. We added pathology as a department who is accepting visiting students from an LCME accredited school and there have been lots of interest. For virtual electives that are open to visiting students, we have removed the pathogen &amp; hazard training requirement, as they are not on site or have access to patient information or interactions with patients. This year we are not accepting any international students. Lastly, in 2.e.10 the English as a second language score required was updated to match that of UND Graduate School.</p> <p><b>b.CEMC</b></p> <p><b>1. Curriculum Management Whitepaper Revision</b></p>	<p><b>MSC to approve the Visiting Student Policy 4.15 as presented. Bryon Grove / Jane Dunlevy // carried.</b></p> <p><b>MSC to approve the Curriculum Management</b></p>

This is the full white paper that now include the recommended clarifications included. Discussion on how what a representative sample of course objective that will be taken for the report each year. Knowing that they will not include one assessment item for each course objective in each unit, but a sample of the objectives within each unit. We do realize that this is a limitation within the process but due to timeframe and personnel hours, this is the best we can do at the moment and will work towards the ideal representative sample.

**c. BSCC**

These electives are for Phase 1 students to take in January 2021. It was thought that a remediation option would need to be available to the students for electives. The appropriate remediation plan would be decided between the instructor, student and Assistant Dean for Medical Education and must be completed before the student graduates.

**1. Interprofessional elective**

This elective is for phase 1 & 2 and five spots are available. Students are responsible for finding an instructor in any discipline of their choosing from a social worker, dentist or chaplain. They will have to set-up the rotation and work with Dr. Susan Zelewski to ensure there's an affiliation agreement in place. The focus is to learn different ways to communicate and collaborate with other physicians and professions, and to create that mutual trust. Students will have to write a reflection paper and the provider will provide feedback as well.

**2. Intro to MedEd elective**

There are 10 spots available. This elective can be a 2-week or 4-week elective and will be offered in all three phases of the curriculum, however, students are only allowed to take it once within a phase. They will be learning the fundamentals of learning and working with case, objectives and assessment information only for those units that they have already completed.

**3. COVID-19 elective**

Students will be working through some modules from Harvard related to COVID-19. They will complete one required module then will complete 2-3 other modules of their choosing. We will be giving students a base proficiency test, participate in discussions, quizzes and have a presentation on an interest area for them. There are unlimited number of spots available.

**4. HeLa: The Mother of Modern Medicine**

Students will be reading a book about Henrietta Lack and her and the development of HeLa cells. They will be learning about cell theory, genetics and ethics, etc. and hopefully have some guest speakers as well. As part of their grade they will have to write a physician paper. There will be 15 spots available.

**Whitepaper revision. Jim Beal / Bryon Grove // carried.**

**MSC to approve all the phase 1 electives presented, and any remediation plan will be decided between the instructor, student and Assistant Dean for Medical Education and be completed before the student graduates. Bryon Grove / Jim Beal // carried.**

	<p><b>5. REMS-1 elective</b> This is an introductory research experience elective that will be a pre-requisite for REMS 2 &amp; 3 electives offered later in the curriculum. This is an important elective for us to offer a research opportunity to the student, if they want to take it. Discussed how by offering this elective to an unlimited number of students; we will have to find spots for them in the research labs. Dr. Jane Dunlevy will follow up with Dr. Watt on if students take REMS-1 they are not required to take REMS 2 or 3 later on. This however will be good experience for students to have whenever they may do research in the future.</p> <p><b>6. Global Health elective</b> Students will focus on health care delivery, classifying cultures and focus on indigenous health and other cultures you are likely to see in North Dakota. They will have to write a self-reflection paper, participate in role playing and patient interviewing. Six spots available.</p> <p><b>7. Phase 1 elective process</b></p> <p><b>d.DQIP - Office of Medical Accreditation: EASRC/SASRC/FASRC</b></p> <p><b>e.Ad hoc Committees</b></p>	
<p><b>4. Special Orders</b></p>	<p><b>a. Student ideas on how to make PCL better</b> (<i>Mid-year survey (2019-20): leaving objectives in problem-based learning</i>) The students were very clear that they would really like only one PCL presentation a week, and to make the 3<sup>rd</sup> day a discussion or TBL based day. They also requested the student LO's to go away or happen less often. However, we know it is critical for them to learn self-directed learning for their career and they this is how we do it. Dr. Kara Eickman has volunteered to talk to both classes about what the purpose of PCL is and the other facilitators will also be included to help continue the reminders of student LO's are for.</p>	<p>Informational</p>
	<p><b>b. STEP 1 &amp; 2 CK and CK evaluation</b></p>	<p>Tabled</p>
	<p><b>c. Outcome of student panel on Biochemistry &amp; Immunology</b> The student's suggestions were to have fewer or just one lecture for more consistency in what is covered and language used. They would like the topics to be discussed or presented around the information that has clinical importance. Instead of teaching what you think is important and then connect it to clinical topic at the end. This is where the clinical faculty could work with the biomedical science faculty to highlight what is the important information to know for in the clinical setting. They did mention they would like a mind map at the end of each lecture to help to connect the different areas/topics. This is a good idea that we could implement in every lecture.</p>	<p>Informational</p>

	<b>d. Taking STEP 1 early procedure</b> Information will be sent out to the committee for review for a discussion.	
	<b>e. <i>Ad hoc</i> group to review subcommittee's and recommend additional committees or rename current ones</b>	Tabled
	<b>f. Membership for Medical Program Policy Review Committee (MPPRC) – Starts work January 2021</b>	Tabled
	<b>g. Distributed 4 policies to individuals for review (4.4 – PAC/KB, 4.7 – SZ, 4.13 – SZ, 4.17 – JP) for Nov 28 meeting</b>	Tabled
	<b>h. Formalize Scheduling routing: Jim Achieve (x hrs/week) and Jane non-Achieve (x hrs/week); basic rules, hrs without breaking, etc)</b>	Tabled
	<b>i. Mid-year survey (2019-2020); subjective grading</b>	Tabled
<b>5. Unfinished Business</b>	<b>a. Review of action item table</b>	Tabled
	<b>b. Curriculum renewal update</b>	Tabled
	<b>c. Curriculum 1.5 in action update</b>	Tabled
	<b>d. Leo Update</b>	Tabled
<b>6. New Business</b>		Information
<b>7. Other Business</b>		
<b>8. Adjournment</b>	Meeting was adjourned at 6:08 pm  Next Meeting – November 25, 2020 – 4:30 PM, Zoom	Information