

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, December 9, 2020 - 4:30 PM, via Zoom

In attendance: Pat Carr, Marc Basson, Jim Beal, Michael Booth, Jane Dunlevy, Megan Denis, Kara Eickman, Minnie Faith, Bryon Grove, Rhome Hughes, Eric Johnson, Mark Koponen, Heidi Philpot, Jim Porter, Ken Ruit, Adrienne Salentiny, David Schmitz, Chernet Tessema, Steve Tinguely, Nadia Toumeh, Rick Van Eck, Susan Zelewski.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Patrick Carr

Minutes Approved by: Jim Beal and Bryon Grove

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Chair Dr. Patrick Carr called the meeting to order at 4:30 pm via Zoom. If no objections proposing time of adjournment at 6:00pm.	Informational
2. Approval of Minutes	November 25, 2020	MSC to approve the 11.25.20 minutes. Kara Eickman / Bryon Grove // carried. 1 abstention.
3. Consent Agenda	<ul style="list-style-type: none"> a. CSCC – ROME Annual Report b. BSCC 11.17.20 Minutes c. CEMC 11.16.20 Minutes 	MSC to accept consent agenda. Jane Dunlevy / Bryon Grove // carried.
3. New Business	<p>a. Committee Reports</p> <p style="padding-left: 20px;">i. Subcommittees</p> <p style="padding-left: 40px;">a. CSCC</p> <p style="padding-left: 60px;">This report with two motions was just approved by CSCC last night regarding students treating COVID positive patients. Currently, students cannot treat positive patients, but the AAMC has just updated their guidance that they can now treat positive patients with appropriate PPE. This is also dependent on the hospitals allowing students to treat COVID positive patients with appropriate supervision and students agreeing to do so. The change in guidance is because of the sufficient amounts of PPE available and it being a key point in their education. This change would start in January 1, 2021.</p> <p style="padding-left: 60px;">The second motion is to have all students experience treating a COVID positive patient thru direct care or by alternative methods by the end of year 3/phase 2. Also, students will need to be observed putting on and taking off (donning and doffing) their PPE for the first time.</p>	MSC to approve both motions to allow students to treat COVID positive patients and to have students experience COVID positive patients thru direct care or by alternative methods. Jim Beal / Jane Dunlevy // carried.

	<p>Suggestion that the Phase 1 elective on COVID be made available to phase 2 students as well as part of the alternative method offered.</p> <p>b. CEMC Working on the keyword list and adding in clinical keywords. We are also working on mapping the curriculum and we should have the first year completed by the end of the year. Also, it looks like we will be able to produce all the reports that we have said we would/could.</p> <p>c. BSCC 1. Basic Scientist Elective – Summer 2021 This is an elective focusing on the grant writing process. The grading will be based on direct observation of participation, writing ability and peer reviews. Students will be provided with data to use to write a grant proposal. Originally, they requested to have an honors option, but after some discussion and to keep all electives fair, it was decided that there would be no honors. However, the director could write a narrative for those students and work towards more details of what would qualify for honors.</p> <p>d. DQIP - Office of Medical Accreditation: EASRC/SASRC/FASRC The ISA has been completed and we had 100% participation from all four classes. This is amazing and has not happened before. A huge thank you and appreciation goes to Ryan Norris who directed this initiative (survey). We are looking forward to their report.</p> <p>We also have two former Deans working with us as consultants in preparation for the LCME visit and they were very perplexed with our governance structure. They think it will raise flags with the LCME because the Admissions and MSAPC committees look like they report to UMEC. We know that they are not reporting to UMEC, but are equal committees. However, to prevent a possible citation; Dean Wynne is thinking about how we can best address adjust the structure</p> <p>e. Ad hoc Committees</p>	<p>Informational</p> <p>MSC to approve the Basic Scientist elective for summer of Phase 1. Susan Zelewski / Jim Beal // carried.</p> <p>Informational</p>
<p>4. Special Orders</p>	<p>a. Policy Review i. 4.4 (Examination question appeals) Changes were made to update the terminology to match the new curriculum terms years to phases, etc. Was noted that this policy is more on appealing exam questions and not a particular grade. If students want to appeal a grade they would have to follow the Grievance Policy. There is some wording in these two policies that are very similar. Suggestion to change the wording in this policy from 'appeal' to 'challenge' of questions in exams. Dr. Pat Carr will update the policy with the wording change and look at the wording 'limited number of questions' and have Dr. Kurt Borg</p>	

	review then bring back to the committee for approval.	
	<p>b. Ad hoc group to review subcommittee's and recommend additional committees or rename current ones</p> <p>We have already changed the names of subcommittees to committees that report to UMEC and the whitepaper reflects this. Also, how librarians will be represented by committees, and how committees are populated.</p> <p>The structure that was approved does not have the current names because we were not sure if we might change them again with this discussion, but the whitepaper does reflect the current names. All the committees work parallel to each other, however it looks like the Admissions and MSAPC committee could be told how they should function, which is why DQIP is having a discussion on this and we will leave these two committees be until a decision is made on those.</p> <p>With the new emphasis on integration of basic and clinical sciences throughout the curriculum. In the past the committees were described as year 1 & 2 and years 3 & 4 and we want to have a more of a phases which would be more accurate. Drs. Rick Van Eck and Pat Carr will be looking at the committees and its membership and write a proposal paper with any suggestions of changes or additions to the committee's names for the next meeting and that there is librarian representation and a proposed membership for the Policy committee.</p>	
	<p>c. Step 1 & 2 CK and 2 CS evaluation</p> <p>Reports reviewed and accepted with no additional action.</p> <p>This is the yearly review of these scores, and there was only one student that passed the gateway exams but failed the STEP 1 exam. The national average score is 234 and our scores range from 189 to 268 with an average of 238 and many scored above 240. The average difference between students last CBSE (gateway exam) and their STEP 1 score is 19 points. Changes we made seem to have helped students.</p> <p>The STEP 2 CK scores are identical to what they have been in the previous years. We have a 97% passing rate and the national average is 98%.</p> <p>The Step 2 clinical skills exam is the exam that produces the most surprising student failures. When students retake the exam they do pass. We think that over confidence is part of the issue with some students failing Step 2 CS. Along with not following the process they should be following. However, the clinical skills exam is currently on hold and NBME may be looking at redesigning it.</p>	<p>MSC to accept the STEP 1 & CK and CS summary as of September 30, 2020, and also count as the Phase 1 & 2 reports. Susan Zelewski / Jim Beal // carried.</p>
	d. Membership for Medical Program Policy Review Committee (MPPRC) – Starts work January 2021	Tabled

	e. Formalize Scheduling routing: Jim Achieve (x hrs./week) and Jane non-Achieve (x hrs./week); basic rules, hrs. without breaking, etc.)	Tabled
	f. Mid-year survey (2019-2020); subjective grading	Tabled
	g. Student ideas on PCL (Mid-year survey (2019-2020): learning objectives in problem-based learning)	Tabled
5. Unfinished Business	a. Review of action item table	Tabled
	b. Curriculum renewal update	Tabled
	c. Curriculum 1.5 in action update	Tabled
	d. Leo Update	Tabled
6. New Business		Information
7. Other Business		
8. Adjournment	Meeting was adjourned at 6:02 pm Next Meeting – December 30, 2020 – 4:30 PM, Zoom	Information