

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, February 24, 2021 - 4:30 PM, via Zoom

In attendance: Pat Carr, Dinesh Bande, Marc Basson, Jim Beal, Michael Booth, Jane Dunlevy, Megan Denis, Kara Eickman, Minnie Faith, Bryon Grove, Rhome Hughes, Eric Johnson, Mark Koponen, Jon Pacella, Jim Porter, Ken Ruit, Adrienne Salentiny, David Schmitz, Chernet Tessema, Chris Tionson, Nadia Toumeh, Rick Van Eck, Don Warne, Susan Zelewski.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Patrick Carr

Minutes Approved by: Kara Eickman and Rhome Hughes

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Chair Dr. Patrick Carr called the meeting to order at 4:32pm via Zoom. If no objections proposing time of adjournment at 6:00pm.	Informational
2. Approval of Minutes	February 10, 2021	MSC to approve the 2.10.21 minutes. Rhome Hughes / Kara Eickman // carried.
3. Consent Agenda	a. CSCC 1.12.21 minutes, Neurology Annual Report, MILE Annual Report, Timely Grading Report, Urology AI's, Plastic Surgery AI and Emergency Medicine Elective. b. CEMC 1.11.21 minutes c. BSCC 1.26.21 minutes	MSC to accept consent agenda. Rhome Hughes / Bryon Grove // carried.
3. New Business	a. Committee Reports i. Subcommittees a. CSCC <u>Epidemiology Project</u> In the annual Epidemiology report it was reported that the design team had decided to move having a literature review instead of a research project. CSCC voted to keep the research project as a requirement after much discussion. Reasoning's include that is helps students with their residency applications, and also just helpful to the students to have the experience if later in their career they do end up doing some research. The timing of the project would remain the same within the calendar year.	Information MSC to maintain the requirement of the research project for the Epidemiology course. Jane Dunlevy / Jim Beal // carried.

Away Rotations AY 2021-2022

FYI: the AAMC recommendation for AY 2021-22 is to not allow students to take an away rotation in the month of July and that students would be limited to one away rotation. The Dean also supports this recommendation.

b. CEMC

The committee has been working through the logistic of the curriculum whitepaper and how to gather the data needed for the reports we need to produce. We have also seen the revised course objectives this week for phase 1 and will be having MedEd students do a review of the objectives

c. BSCC

1. Pulmonary Pathogens elective

This elective will be offered during the second summer elective period for phase 1. There is 15 hours of asynchronies and 3 hours in-person time per a week. There will be a written synopsis as their final project.

In addition, we would a lot of options available for student to select from, so if you are even slightly interested in offering an elective please talk with us. Encourage everyone to be open minded and creative with your elective ideas. There are some electives that are limited enrollment and others that are unlimited but our goal is that students would be able to select a topic that is interesting and not have to worry too much about enrollment limits. Also, no clinical electives are an option for the summer 2021, but please keep submitting them.

d. DQIP - Office of Medical Accreditation: EASRC/SASRC/FASRC

Regarding clerkship preceptor evaluations and the form that is used. Students have expressed concern about the form and that there might be a better form with or different language that could be used. These forms are competency based and the wording student performed like a 3rd year student all the way up to an intern level, which is very subjective in the evaluation. However, with the change in these forms there will be really good faculty development surrounding it because we will need those that use the form to understand the form and how to use it in the intended way.

This form will also be going to CSCC for feedback as well as some students. We want to make sure we are addressing the concerns. We are hoping to have this revised and ready to go for the April clerkships.

Informational

Informational

MSC to approve the phase 1 Pulmonary Pathogen elective. Kara Eickman / Rhome Hughes // carried.

MSC to charge Drs. Steve Tinguely and Susan Zelewski along with Jon Pacella to revise and improve the clerkship evaluations forms. Jane Dunlevy / Bryon Grove // carried.

	e. Ad hoc Committees	
4. Special Orders	<p>a. Class 2023 CBSE Outcomes (Gateway exam) This is tabled for next meeting. We need to wait for CSCC to discuss and vote at their next meeting which is march 9th.</p>	Tabled
	<p>b. Governance Document recommendation from Dean Wynne</p>	Tabled pending receipt
	<p>c. Ad hoc group to review subcommittee's and recommend additional committees or rename current ones Through varies discussions and meetings there have been changes that have happened naturally. The first three sections of the document might continue to be revised in the future.</p> <p>We did add a line of reporting for each committee to help clarify how the committee's work together. Also the names of the BSCC and CSCC have been changes to Phase 1 (P1C) and Phase 2 & Phase 3 (P2P3C) along with a slight shift in duties to better align and outlined the operations procedures. In reviewing the document, the voting membership of UMEC was updated to 12 voting members instead of 11, which is the correct number when doing the math.</p> <p>Discussion on the line of reporting for the MSAC committee should be changed to say 'they report their finding to UMEC' instead of reports to. In addition, all voting memberships should be added under the Terms/Conditions to be something similar to '50% plus 1 of the voting membership, unless otherwise defined'. Also Sturgis was removed from the title of the Standard Code of Parliamentary Procedure.</p> <p>ACTION ITEM: This will be revised and the committee can review one more time before the vote</p>	Informational
	<p>d. Feedback Procedure We are required to provide written narrative feedback to students for required courses when possible. UMEC decided that we needed this procedure to written out along with a statement to go with it. This is what was discussed at a previous meeting.</p>	MSC to approve the Feedback Procedure. Bryon Grove / Kara Eickman // carried.
	<p>e. Update on the 20-month Curriculum This is the new Curriculum 2.0 20-month phase 1. By moving from 18 to 20 months of curriculum it did buy us some breathing room and ease the intensity of the content in which the class of 2024 have been feeling. There is a break between every unit except for unit 2 and the start of a 2-week elective. This elective period is the first chance students who need to remediate would be able to before they move on in the curriculum as the first two units are the foundation for the rest of the curriculum.</p>	Informational

	<p>The clinical boot-camp that is put on by the SIM Center has not been moved from the December timing yet. Dr. Jon Allen was made aware of our request to try to move it to February, and he is going to see what is possible for the SIM calendar. This change with the boot-camp would also affect if we are able to provide students with an extra day or two to move campuses for phase 2.</p> <p>It was brought up that students do feel really stressed when they have lectures the day before they have an exam and materials or videos are not posted early. We do try to make that day light, but we will look into see what we can do with early release of videos, materials and make that day's schedule even lighter.</p> <p>In addition to changing the length of phase 1, we are working are working on the objectives and will be starting to figure out when we will be teaching what within the units.</p>	
	<p>f. Update on the DCI assignments UMECE needs to review all the standards of the DCI and there are 12 standards and 12 committee members. So, everyone will be assigned a standard to review and give a summary report of their review of the standard. The more eye's we have look at these standards the better. We currently only have the first two standards and will assign them as they become ready for us to review.</p>	Informational
	<p>g. ISA Report The ISA report and the mind map have been posted on blackboard for everyone to look at. We will be having in-depth discussions about the report and the recommendations for us to consider in the future. Decisions will have to be made on changes that can be implemented based on the findings of this report. A lot of people have put in a lot of work and effort to complete the report.</p>	
5. Unfinished Business	<p>a. Review of action item table</p>	Tabled
	<p>b. Curriculum renewal update</p>	Tabled
	<p>c. Curriculum 1.5 in action update</p>	Tabled
	<p>d. Leo Update</p>	Tabled
6. New Business		

7. Other Business		
8. Adjournment	Meeting was adjourned at 6:00 pm Next Meeting – March 10, 2021 – 4:30 PM, Zoom	Information