

**Undergraduate Medical Education Committee Meeting Minutes**

SMHS

**Wednesday, March 23, 2022 - 4:30 PM, via Zoom**

**In attendance:** Pat Carr, Dinesh Bande, Jim Beal, Kurt Borg, Megan Denis, Jane Dunlevy, Cornelius Dyke, Kara Eickman, Bryon Grove, Donald Hamm, Eric Johnson, Minnie Kalyanasundaram, Mark Koponen, Saobo Lei, Jim Porter, Susan Roe, Ken Ruit, Adrienne Salentiny, Lisa Schock, Chernet Tessema, Rick Van Eck, Don Warne, Sara Westall, Susan Zelewski.

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** Pat Carr

**Minutes Approved by:** Susan Roe and Saobo Lei

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>1. Welcome/call to order</b>	Chair Dr. Patrick Carr called the meeting to order at 4:32 pm via Zoom. If no objections proposing time of adjournment at 6:00pm.	Informational
<b>2. Approval of Minutes</b>	March 9, 2022 The date on the minutes was updated to	<b>MSC to approve the 3.9.22 minutes. Susan Roe / Kara Eickman // carried.</b>
<b>4. Student Check-in</b>	No report  However, a big thank you to the student representatives for their participation in the committee. Donald Hamm is also the person responsible for starting the Peer to Peer Tutoring and the handoff for it to continue for future classes.	Information
<b>5. Committee Reports and consent agenda items</b> (Annual and Unit reports and policies not eligible for the consent agenda)	<b>1. Committee Reports</b> i. <b>Committees</b> a. <b>P2P3C</b> <u>Verbal Report:</u> Neurology Annual Report: The Neurology report had not significant discussion point but they are transitioning into a 4-week clerkship. The committee has requested that they update how that transition is going in a few months. MILE Annual Report: The MILE report big discussion was about the lack of ICU access and they are continuing to work on that relationship and hope students will be able to be back in the ICU because residents are now back in the ICU.  <u>Consent Agenda:</u> Minutes 2.8.22 (moved Neuro and MILE reports from here to verbal)	<b>MSC to accept the Neurology and MILE Clerkship Annual Reports and 2.8.22 minutes. Jim Beal / Bryon Grove // carried.</b>

**b. CEMC**

Verbal Report:

The timing of when the annual reports will be produced has been discussed and we are working on a proposal for UMEC for approval. We have also seen an IPE badging proposal, but the committee had a few questions and will be discussing and voting on this at our next meeting.

Consent Agenda: Minutes 2.28.22

**c. P1C**

Verbal Report:

Unit 5 Schedule

The committee would like to recommend for approval the unit 5 schedule. One of the changes we made is to have weekly student group leader meetings instead of after each case to have more regular check-ins. They will also continue to have clinical reasoning sessions throughout the unit that continue to build on their previous knowledge. For vacation they only are getting one day for Easter because of the amount of information covered we needed that Monday to be a curricular day. Along with this we were able to provide a full study day before their mid-unit exam day to really study all the information. We continue to have a mix of independent learning and PCL cases only being two days, and we have removed the SIMPLE session that we typically have in Unit 5 because we were getting close (10-15 hours) of the maximum hours allowed in policy 4.3. SIMPLE sessions will be in Units 6, 7 & 8.

Student Representation

In the past the students would rotate on and off the committee with the start of our academic year. Now they start the phase 2 of the curriculum mid-academic year. We are proposing that the phase 1 students start their term in January after starting medical school and then roll off the following off the following February for a 14 month term. This would mean that there would be two student representatives for two months, but they would only have 1 vote between them for those two months. The Governance document will still need to be updated if UMEC is approves this change, and Drs. Rick Van Eck and Jane Dunlevy will work together to get this updated.

**MSC to accept the UNIT 5 Schedule and the recommendation to modify student representation in the governance document, and the P1C 2.15.22 minutes and CEMC 2.28.22 minutes. Kara Eickman / Jim Beal // carried.**

	<p style="text-align: center;"><u>Consent Agenda: Minutes 2.15.22</u></p> <p><b>d. MPPRC</b>  <u>Verbal Report:</u>  <u>Policy recommendations for approval: 4.3, 4.22, 5.7, 5.8</u>  The committee does two reviews of each policy, with the first being for any modifications and the second being more detailed. These policies we are reviewing today are not all in the correct format and will be formatted correctly before being posted online.  Policy 4.3 we updated the title to be “Clinical Duty Hours’ instead of listing the all the phases with no substantive changes.  Policy 4.22 we updated the title to include ‘Evaluation’ and “North Dakota’. The policy statement was revised for clarity.  Policy 5.7 is a procedure and the purpose statement was revised for clarity and we updated wording to be the same throughout and updated some titles for tasks to be completed.  Policy 5.8 is also a procedure for grading. We removed ‘Timely’ from the title as that is the purpose of the procedure. We also revised for clarity and to mirror language used in policy 5.7 but no substantive changes were made.</p> <p style="text-align: center;"><u>Consent Agenda: 2.14.22 minutes</u></p> <p><b>e. DQIP - Office of Medical Accreditation: EASRC/SASRC/FASRC</b>  <u>Verbal Report:</u> Upcoming LCME visit at the end of April and to watch for meeting request as preparation meetings are set-up.</p> <p><b>f. Ad hoc Committees:</b> none</p>	<p><b>MSC to accept the recommended policies reviewed and the 2.14.22 minutes. Kara Eickman / Bryon Grove // carried.</b></p>
<p><b>6. Special Orders</b></p>	<p><b>a. Internal and Psychiatry Clerkship Update</b>  <u>Internal Medicine Clerkship</u> (Dinesh Bande)  Looking at the GQ responses from the last few years. Starting in 2017 we had a less than 80% satisfaction rating and again in 2019 it was just under 90%, which is lower than the national overage which is strongly rated across the country. The areas that we did identify to improve and have been improving are the Physical exams, mid-clerkship feedback and H&amp;P. We then</p>	<p><b>MSC to receive the report on the Internal Medicine Clerkship report. Jane Dunlevy / Kara Eickman // carried.</b></p>

	<p>broke down the rating by campuses and we noticed that Grand Forks and Minot combined only had a 54.9% quality rating and Fargo / Bismarck had 93.8%. To try to improve our clerkship, we check in with students between week 2 &amp; 4 of the clerkship to see what we can improve and then again during week 7 to see if they noticed an improvement and again gather information for what can be improved for the next rotation.</p> <p>We are aware that the loss of clinical sites and not having had lots of turnover in the Grand Forks Clerkship Director position, but we have someone there now that is working very hard to improve the experience on that campus. Also, for our rural sites, we do not have Internal Medicine faculty specifically at those sites, and we are wondering if students then confuse of that experience is IMED or FMED, even though it is our clerkship. However, the shelf exam scores have not changed and are about equal across all campuses.</p> <p>We have also added a question to our clerkship evaluation that the students fill out that is exactly like the #10 question on the GQ. So, we can track this question more closely in a real time bases.</p> <p><u>Psychiatry Clerkship Update</u> (Lisa Schock)  We range from the 10 to 24 percentile and we have been struggling with a loss of a clinical rotation site and turnover in faculty and staff. There were also a few students that didn't feel prepared for the NMBE shelf exam, and that there is not enough basic science taught in the clerkship to prepare them. However, students have reported they would like more hands on experiences and we are going to have them working with residents and emphasizing to allow students to have as much autonomy as possible. Dr. Lisa Schock is looking at the didactic cases to limit amount of time we are pulling students off of clinical rotations. With the changes we have made over the last year include adding a Psychiatry Pharmacist to the faculty and also with the integration of basic science and clinical sciences in all phases. We are also adding more faculty on all campuses and have added a clinical rotation site in Grand Forks back which will expand the experiences student will have with medications and dual diagnoses. We are expecting a few bumps in the near future with the new loss of a clinical site in Fargo but hoping the additional faculty will help offset that loss.</p>	<p><b>MSC to receive the Psychiatry Clerkship update. Kara Eickman / Jane Dunlevy // carried.</b></p>
	<p><b>b. Curriculum Whitepaper Training</b></p>	<p>Tabled</p>

	<p><b>c. MSAC Follow-up on Rural Definition &amp; Data</b>  Dr. Jim Porter provided the requested definition of ‘rural’ and what the data numbers were for this year’s admissions process.</p>	Information
	<p><b>d. Revisit grade review policy in light of ranking (high-15, 20, 40, 20,5-low)</b>  Question challenges by students have increased with the student being more aware of the class ranking and that it goes into their Dean’s Letter. They are wanting that one point to try to push them into the next grouping of the ranking. There was discussion about what might be the best way to do about this and what other schools are doing, as this is a recommended way of grading. Dr. Jim Porter will find out how others schools are ranking their students and report back.</p>	Information
	<p><b>e. Anonymous Feedback from Students</b>  The feedback we have received since the last meeting:</p> <ul style="list-style-type: none"> <li>• At the Head’s Up meeting with the students there was a request for an exam review, so the meeting went long and a student thought that was disrespectful.</li> <li>• Something regarding “doctoring skills”: the feedback consisted of those two words</li> </ul> <p>So for our exams we have a third party monitor the students during the exam and we had a student swear consistently throughout the entire exam and at one point at the person that wrote a question. This caught their attention and Dr. Pat Carr met with the student to make them aware that they are being monitored. The student seems mortified and we will see how things go with the next exam at the end of the week.</p>	Information
		Information
<b>7. Unfinished Business</b>	<b>a. Review of action item table</b>	
<b>8. Other Business</b>		Information
<b>9. Adjournment</b>	<p>Meeting was adjourned at 6:08 pm</p> <p>Next Meeting – April 13, 2022 – 4:30 PM, Zoom</p>	Information