

Undergraduate Medical Education Committee Meeting Minutes

SMHS

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

In attendance: Pat Carr, Dinesh Bande, Marc Basson, Jim Beal, Jane Dunlevy, Megan Denis, Minnie Faith, Bryon Grove, Rhome Hughes, Eric Johnson, Saobo Lei, Jon Pacella, Ken Ruit, Adrienne Salentiny, David Schmitz, Kamille Sherman, Chernet Tessema, Steve Tinguely, Nadia Toumeh, Rick Van Eck, Don Warne, Susan Zelewski.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Patrick Carr

Minutes Approved by: Bryon Grove and Rhome Hughes

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Chair Dr. Patrick Carr called the meeting to order at 4:30 pm via Zoom. If no objections proposing time of adjournment at 6:00pm.	Informational
2. Approval of Minutes	March 10, 2021	MSC to approve the 3.10.21 minutes. Jim Beal / Bryon Grove // carried.
3. Consent Agenda	a. CSCC 2.9.21 minutes, Plastic Surgery AI – Bismarck, EMRG EMS Medical Direction elective, GI elective, Surgery Annual Report, Medical Bioethics elective b. BSCC 2.16.21 minutes, Death Investigation, Intro to ASL, REMS II & III, Essential Personal Wellness elective.	MSC to accept consent agenda. Bryon Grove / Jim Beal // carried.
3. New Business	a. Committee Reports i. Subcommittees a. CSCC 1. Clinical Skills Performance Review This is a formative clinical evaluation of clinical skills for 3 rd year students before they took their STEP 3 Clinical Skills exam. Last year we did this virtually due to COVID and found that it was not a worth-while event for students or faculty. We would have to do this virtually again this year. CSCC would like to recommend to cancel the event and that we will re-evaluate the CSPR event for the future. b. CEMC	MSC to approve the recommendation to cancel the Clinical Skills Performance Review (CSPR) and re-evaluate for the future. Jim Beal / Jane Dunlevy // carried.

	<p>c. BSCC Block 5 report for AY 2020-21 was reviewed and approved. The student had their first CBSE experience and also started to get back into the SIM Center during this block. Overall everything went well.</p> <p>d. DQIP - Office of Medical Accreditation: EASRC/SASRC/FASRC No report</p> <p>e. Ad hoc Committees</p>	
<p>4. Special Orders</p>	<p>a. Standard 1 review All of the standards that we are reviewing have already been written. We need to review the standard's questions and see if the responses written are accurate, and meets the expectations of the LCME.</p> <p><u>Element 1.1</u> The purpose statement written does not match what is on the website, so we would want to make sure that they do. Also, suggested that we add a definition for Advisory Council within the document instead of sending them to another document or page.</p> <p><u>Element 1.2</u> The element looks good just questions if the advisory council could be considered a board, but after some clarification that it is not possible that they just advise and cannot make decisions for the school.</p> <p><u>Element 1.3</u> There were just some grammar changes that will be addressed, otherwise it looks accurate.</p> <p><u>Element 1.4</u> Everything looked goof for this element.</p> <p><u>Element 1.5</u> At the bottom of the element it talks about UMEC and references the bylaws but also the Governance document for UMEC. The definition of UMEC is also in the bylaws, and would like to suggest that we list both documents in both places.</p> <p><u>Element 1.6</u> Everything looks really good for this element as well.</p> <p>No motion is needed, but the minutes will serve a documentation of the review of the standards.</p>	<p>Information</p>

	<p>b. ISA Review</p> <p>We will be reviewing each recommendation that is related the curriculum. The student group is working on a second report that will include more detailed implementation recommendations to accompany this current report.</p> <p><u>5.1 – Recommendation to have more vacation time in phase 1. They did include possible locations of more vacation time.</u></p> <p>We have already move the phase 1 curriculum from 18-months to 20-months in length to fit in more vacation time, so this recommendation has already been addressed. What we can learn from this is that our communication with the students with the transition to the new curriculum is that they were already given more vacation time than previous classes, but it was spread out over time and was not condensed. Something we can focus on to communicate more clearly for future changes we make.</p> <p><u>5.1.1 – Recommend to have group activities during orientation week.</u></p> <p>This year we were unable to have in-person orientation due to COVID. However, the other three classes did have in-person orientation where we did have in-person PCL and meals in small groups with ice breakers and the groups are assigned and scrambled for every meal. The plan is to continue this when we are able, but we will be planning for a virtual launching in to medical school for the class of 2025.</p> <p>After further discussion of how to help the class build those connections and to have an in-person event as soon as we can. Also to ask students to ideas of how we can help them build connection thru zoom that are worth-while.</p>	<p>ACTION ITEM: To explore virtual Orientation group activities that can be valuable for the students by asking for student’s ideas also. Then to also plan an in-person event when possible.</p>
	<p>c. STEP 1 Early Takers Prep Period</p> <p>Last night CSCC had a lengthy discussion and would like to consider this further and gather additional information including a concrete list of students requesting study time, including their campus location and evidence from Drs. Porter and Carr that they meet the criteria to take STEP 1 early. Any schedule changes would not split any clerkship if we are able to come up with amendable plan. Noting that we would not approve something that would significantly impact the other students who have already chosen their preferred Step study and prep time.</p> <p>The committee understands where the student request is coming from. From the informal poll of the class that was taken by the students shows that about 30 students would be interested in taking STEP 1 early. That is not possible, but we do not know the number we could potentially approve to take STEP 1 early without the data we have requested. Once CSCC has come to a more final decision a future recommendation will be coming to UMEC.</p>	<p>Information</p>

	<p>d. Governance Document with approved revisions Still waiting on the final edits.</p>	Information
	<p>e. Add curriculum retreat dates this year: August 17 or September 10? We are looking to change the date of the curriculum retreat from the traditional end of May timeframe to last August/early September. The logic behind moving the retreat date is so that we will be able to have time to complete the curriculum reports/data to distribute to faculty at the retreat instead of afterwards. The retreat will be a hybrid style mostly likely but if not it will be all virtual also. Rick and Pat will determine the best date of Aug 17/Sept 10.</p>	<p>MSC to allow the chair and co-chair to select the new Curriculum Retreat date per venue availability. Jim Beal / Jane Dunlevy // carried.</p>
	<p>f. Additional cultural competency/agility/intelligence design team Looking for immediate volunteers to start a new design team to focus on the cultural competencies and objectives and how we can integrate culture into the curriculum we already have. This would not be a team to develop more content that we would have to find time to teach, but how to weave culture throughout the curriculum 2.0. Some ideas we have are images used in lectures, patients in PCL cases and case wrap-up volunteers. In addition to just weaving culture throughout the curriculum, we will also have to be intentional to verbally and directly tell students that they are being taught xyz related to culture so that we when they answer the GQ they know</p> <p>Dr. Don Warne will help chair the group. He is also part of the AAMC group that is working with element 7.6 that directly relates to cultural competencies and there are ideas there that we can use. We would also like to invite faculty from the MPH and Indigenous Departments and students to participate as well. As their knowledge base is very valuable in this area.</p>	<p>Information</p> <p>Volunteers for the new design team: Don Warne, Pat Carr, Bryan Delage, Susan Zelewski, Minnie Faith, Kalyanasundaram; ½ Jane Dunlevy</p>
5. Unfinished Business	a. Review of action item table	Tabled
	b. Curriculum renewal update	Tabled
	c. Curriculum 1.5 in action update	Information
	d. Leo Update	Tabled
6. New Business		
7. Other Business		

8. Adjournment	Meeting was adjourned at 6:02 pm Next Meeting – April 7, 2021 – 4:30 PM, Zoom	Information
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