

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, June 23, 2021 - 4:30 PM, via Zoom

In attendance: Pat Carr, Jim Beal, Megan Denis, Jane Dunlevy, Kara Eickman, Minnie Faith, Bryon Grove, Saobo Lei, Jim Porter, Ken Ruit, Adrienne Salentiny, David Schmitz, Chernet Tessema, Steve Tinguely, Nadia Toumeh, Rick Van Eck.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Patrick Carr

Minutes Approved by: Bryon Grove and Jane Dunlevy

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	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
2. Approval of Minutes	June 9, 2021	MSC to approve the 6.9.21 minutes Bryon Grove / Jim Beal // carried.
3. Consent Agenda	<ul style="list-style-type: none"> a. 5.11.21 minutes, SHaPE Follow up report, AI Annual Report, Resident as Teacher Report, Clerkship Director Checklists b. CEMC 5.17.21 minutes, Unit 1 Objectives c. BSCC 5.11.21 minutes, Phase 1 Anatomy elective 	MSC to approve the consent agenda. Jim Beal / Saobo Lei // carried.
3. New Business	<ul style="list-style-type: none"> a. Committee Reports <ul style="list-style-type: none"> i. Committees <ul style="list-style-type: none"> a. P2P3C No Report. b. CEMC <ul style="list-style-type: none"> 1. Phase 1 Report template The LCME does require that we evaluate the different phases of the curriculum, which is separate from the curriculum as a whole whitepaper. CEMC would be gathering and providing the data needed for the phase report, and these data sources are listed. Then the director of each phase will complete the Phase Report stating if student have meet the goals for each of the eight domains based on that information CEMC will provide them. After some discussion an asterisk will be 	ACTION ITEM: To have the committee chairs, CEMC and Drs. Marc Basson and Ken Ruit meet to discuss the assessment column for

	<p>added to domains and the source will be listed at the bottom of the page to clarify where the domain statements are from.</p> <p>Discussion continued with the questions that will be answered for each of the domains. There was lots of concern about the amount of time it will take to complete the report, and the different reports and what makes them different. It was suggested that a table be created to show the differences between the Unit Reports, Phase Reports and Curriculum as a Whole Report. This would also be helpful for the conversations we foresee happening in the future. It was decided it would be best if a smaller group to discuss the details of the Phase reports and the granularity needed and the amount of time/effort it will require. Element 8.3 will need to be referred to as it outlines a lot of how we evaluate our curriculum and has a lot of ripple affect with any changes that will need to be made to that document.</p> <p>c. P1C No Report.</p> <p>d. DQIP - Office of Medical Accreditation: EASRC/SASRC/FASRC Great news! LCME has accepted our curriculum revision request.</p> <p>e. Ad hoc Committees</p>	<p>the phase reports and what is feasible by the next meeting. Also, how to operationalize the report if possible.</p>
<p>4. Special Orders</p>	<p>a. Curriculum Retreat Date – Thursday, September 9, 2021 The date of the Annual Curriculum Retreat has been moved up a day to Thursday, September 9th because there was a conflict with the curriculum schedule.</p>	<p>Informational</p>
	<p>b. Student Recommendation regarding remediation (continue discussion) Dr. Pat Carr has contacted Dr. Jon Allen regarding length of time needed to remediate clinical skill and he agreed that the length of time would vary depending on who the student failed their clinical skills exam. He also thought the student could take a non-clinical elective while they remediate their clinical skills. After some discussion it is looking like there might need to be some changes to the policy and Dr. Jane Dunlevy, chair of P1C has recommended that the P1C committee work with Dr. Allen on the details of remediating clinical skill to bring back to</p>	<p>MSC to have the Phase 1 Committee work with Dr. Jon Allen on revising the remediation policy regarding clinical skills. Jane Dunlevy / Kara</p>

	UMEC to consider. The possible issue with financial aid if students are remediating and not enrolled in a course, so we may need to create a course for students to enroll in while they are remediating for financial aid.	Eickman // carried.
	<p>c. Governance Document Feedback</p> <p>After the 2-week commenting periods we did receive two sets of comments on the document. The first set of comments suggested to add a IPE representative and to add a representative from pediatrics and geriatrics with a chair to assure curricular content was addressed. It was agreed that having an IPE representative on UMEC is a good idea and that they would be a non-voting member. Discussion about adding representation for pediatrics and geriatric was had and thought that adding them as keywords for horizontal integration would be a better option. Otherwise, we get a little sticky with needing representation from all departments for a committee. The last comment regarding not over-ruling UND faculty handbook, which after some discussion, the document does not reference anything about the handbook.</p>	<p>MSC to add the Interprofessional Education Director or designee as a non-voting member of UMEC, recommend to CEMC to consider adding Pediatric and Geriatrics as horizontal integrated keywords. The second set of comments about teaching was discussed and will not be implemented. Jane Dunlevy / Bryon Grove // carried.</p>
	<p>d. ISA Report 5.1.5.1, 5.1.6, 5.1.7, 5.1.8, 5.1.9, 5.1.9.1</p> <p>Within the next section of the ISA we will be reviewing what students have said they do not find filling out the iSPIRAL effective, however, it is part of the curriculum that they complete a self-reflection regularly. Suggested that we change the name the iSPIRAL evaluation to be 'Student Reflective Practice' or something similar to frame it differently to the students and maybe change their mindset is towards it. We will discuss this again at the next meeting.</p>	Informational
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		
7. Other Business		
8. Adjournment	Meeting was adjourned at 5:56 pm Next Meeting – July 14, 2021 – 4:30 PM, Zoom	Information