

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, June 24, 2020 - 4:30 PM, via Zoom

In attendance: Marc Basson, Jim Beal, Pat Carr, Megan Denis, Jane Dunlevy, Eric Johnson, Mark Koponen, Saobo Lei, Jim Porter, Jim Roerig, Ken Ruit, Adrienne Salentiny, David Schmitz, John Shabb, Chernet Tessema, Steve Tinguely, Rick Van Eck, Don Warne, Susan Zelewski.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Patrick Carr

Minutes Approved by: Jonathan Pacella and Rick Van Eck

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	June 10, 2020	MSC to approve the 6.10.20 minutes. Jane Dunlevy / Mark Koponen // carried.
3. Consent	BSCC, CSCC and CEMC minutes. The reports in CSCC were not posted and therefore will be approved at the next meeting.	MSC to approve the committee minutes but not the report within the CSCC reports. Jane Dunlevy / Jim Beal // carried.
3. New Business	<p>a. Committee Reports</p> <p> i. Subcommittees</p> <p> i. CSCS</p> <p> 1. Electives</p> <p> There were no major changes to these just locations, updated to be in the new format or combined two electives to make one; which is what happened with the Ped Neuro and now is located under neuro instead of one in each department and with the BIOMED.</p>	MSC to approve the electives. Jane Dunlevy / Jim Beal // carried

	<p>ii. CEMS No report</p> <p>iii. BSCS Everything went well last year and there will be small changes that are being made and will be corrected during the transition year of the revised curriculum. The biggest changes this last year were in blocks 4 & 8 due to COVID, where everything moved to remote learning.</p>	<p>MSC to approve the 2019-20 Blocks 1-6 reports. Mark Koponen / Jim Beal // carried.</p>
	<p>ii. Present System White Papers</p> <p>i. Curriculum Evaluation and Management and Assessment The diagram that shows what the white paper explains. The primary committees that report to UMEC regarding some part of assessment is P1Sc (BSCC) and P2/P3SC (CSCC) and MSPAC. MSAP will now receive exam scores for promotions and gradation. BSCC and CSCC have reports on the parts of the curriculum that they review.</p> <p>There is also a difference between career and academic advising. The academic advising helps students to improve their performance in school and develop a work/life balance. Career counseling is more about helping students decide what electives to pick based on their specialty. The hand off of advising a student will be more intentional and prevent the student from feeling like they are starting over when they get a new advisor.</p> <p>We have been doing all of these reports the only new part is that MSAPC will not be receive exam scores before they approve any promotions or graduation. UMEC needs to know this system well and can suggest any changes they see might be needed.</p>	<p>Information</p>
<p>4. Special Orders</p>	<p>a. Environmental Hazard Policy This is something that is required and the SMHS has developed a school-wide policy in conjunction with UND. We currently do have students do a basic blood pathogens training but this policy is for a more extensive environmental training is needed. It is suggested that the UND Safety Office might be able to provide modules for the training. With the training we will have to define who will also be tracking that all the students have completed the training, which is important in case there is an accident the responsibility is not solely on supervisor if the proper protocol is not followed. There were some concerns with some of the language choice.</p>	<p>ACTION ITEM: Pat Carr will forward the questions to Judy Solberg for consideration in the policy.</p>
	<p>b. Admissions Policy 4.12 (change from SAA office)</p>	<p>MSC to accept the admissions policy</p>

	Directing the students to write about themselves more than just copying a pasting from a senior project. This will also help us align closer to the SMHS diversity statement. There is concern that it looks like the group project experience was removed and that was intentionally put in their originally because we thought it was important. UMEC would like the admissions committee to consider keeping both statements that include group experience.	changes with UMEC recommendation regarding group work experience to be considered. Donald Warne / Jane Dunlevy // carried.
	c. Outcome of electronic vote on Dr. E. Johnson Year 3 & 4 survey request The vote approved the very brief survey to year 3 & 4 students without opposition. This needed to be approved so that we know how often students are being surveyed to prevent burnout.	MSC to approve the brief survey to year 3 & 4 students. Approved by consent.
	d. GQ preparation: question assignments Dr. Zelewski has divided out questions to the appropriate content experts. So, when the new GQ is released the question numbers can be updated and distributed for review and evaluation.	Information
5. Unfinished Business	a. Review of action item table	Information
	e. Curriculum renewal update	Information
6. New Business		Information
7. Other Business		
8. Adjournment	Meeting was adjourned at 5:59 pm Next Meeting – July 15, 2020 – 4:30 PM, Zoom	Information