

**Undergraduate Medical Education Committee Meeting Minutes**  
SMHS

**Wednesday, August 5, 2020 - 4:30 PM, via Zoom**

**In attendance:** Dinesh Bande, Jim Beal, Pat Carr, Jane Dunlevy, Minnie Faith, Bryon Grove, Eric Johnson, Saobo Lei, Jim Porter, Adrienne Salentiny, David Schmitz, Steve Tinguely, Rick Van Eck, Don Warne, Susan Zelewski.

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** Patrick Carr

**Minutes Approved by:** Bryon Grove and Kara Eickman

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>	July 15, 2020	<b>MSC to approve the 7.15.20 minutes. Jane Dunlevy / Bryon Grove // carried.</b>
<b>3. Consent Agenda</b>	<p>a. CSCC 6.9.20 Minutes, Acting Internship Annual Report, Annual Tracking Summary, SURG 9310, Wahpeton FM AI</p> <p>b. CEMC 6.22.20 &amp; 7.6.20</p> <p>c. AY 2019-20 Blocks 7 &amp; 8 reports            Block 7 there was no remote learning and the students performed about the same as the previous years. CAS exams were also on par with the previous year.</p> <p>Block 8 was 100% remote learning due to COVID. The students did perform similar to the previous year. However, clinical skills were the most impacted, as we were not able to offer the students the hands-on boot camp. We have added some standardize education for the students in 3<sup>rd</sup> year with the SHaPE program and the simulation truck on all the campuses.</p>	<p><b>MSC to accept CSCC and CEMC minutes and reports. Bryon Grove / Jane Dunlevy // carried.</b></p> <p><b>MSC to approve the Block 7 &amp; 8 reports. Jane Dunlevy / Bryon Grove // carried.</b></p>
<b>4. New Business</b>	<p>a. <b>Committee Reports</b></p> <p>i. <b>Subcommittees</b></p> <p>a. <b>CSCC</b></p>	Informational

	<p>There is a working group created to look at the grading equivalency across campuses for clerkships.</p> <p><b>b.CEMC</b>        Been working through the whitepaper on curriculum management and the best way for the committee to operationalize it we would be responsible the task. We have also started working with the keyword list to tag the curriculum and we have discovered some challenges, and have been updating the document as we go, working to make it more user friendly.</p> <p><b>c. BSCC</b>        We reviewed reports for block 7 &amp; 8 and will be reviewing the GQ questions assigned to the committee in the future.</p> <p><b>d.Office of Medical Accreditation: EASRC/SASRC/FASRC</b>        We will have our LCME visit in April 2022 and all our reports are due January 2022. The DCI has been distributed to various people for completion by the end of this calendar year. Students are also involved with student managed survey that they will complete this fall. If you are asked to assist in completing a DCI, please do so.</p> <p><b>e.DQIP</b>        1. <b>Advisory White Paper in process</b></p> <p><b>f. Ad hoc Committees</b></p>	
<p><b>5. Special Orders</b></p>	<p><b>a. STEP 2 exam prep course to be 4 weeks – move from phase 3 to phase 2??</b>        STEP 1 is going to pass/fail instead of a numeric score no sooner than January 2022 but not sure of exactly when. STEP 2 will most likely to stay a numeric score and has traditionally been taken in year 4 of medical school. However, there is a feeling that students will want to take STEP 2 earlier in their education for residency applications and matching.</p> <p>The prep course would be part of the preparation that would almost be its own elective course, similar to what we have for STEP 1 prep course. Currently, STEP 2 is scheduled for students to take in phase 3 of the curriculum. Suggestion to allow students to take the STEP 2 exam in phase 2 or phase 3, recognizing that not all students will wish to take it earlier, but the option is available for those who are looking at a more competitive residency program.</p>	<p><b>MSC to allow STEP 2 CK exam to be taken in Phase 2 or Phase 3, if all criteria have been met for Curriculum 2.0, for the class of 2024. Jane Dunlevy / Jim Beal // carried.</b></p>

	<p><b>b. STEP 1 for Class of 2023 (Jan 2022 – June 2022)</b>  This was vigorous discussion by the class of 2023 this week about when they can take STEP 1 in the curriculum 1.5. We have it scheduled for them to take STEP 1 between January and June of 2022. This could potentially have part of the class with a numeric score and some with a pass/fail. If we allow them to take the STEP 1 sooner than they would be clerkships during this January –June timeframe. We are already looking at bulge of students in the clinics and very limited preceptor availability for this timeframe. Understanding the students concerns; there are not enough preceptor resources to provide them the option to take the STEP 1 sooner in the curriculum. We will reassess this issue in the future because we do not want to disadvantage a student wanting to go into some of the more challenging specialties.</p>	Pat Carr will notify the class of 2023 and explain the current situation of resources.
	<p><b>c. What if too many students in building? Can we say not in building unless approved by us?</b>  The university is open but the building is restricted, which makes this a little confusing. Students are told to not enter the building unless they have to. However, we have lots of students in the building and there is a student that needs to use the building and had contacted Drs. Carr and Porter about it. This student is concerned about the noise level being too loud for when they will have to take their exam this week. Dr. Porter is willing to increase his walks around the building to help monitor this but has not noticed a noise concern. Dr. Carr will work with the student to ensure they have a quiet space to take their exam.</p>	
	<p><b>d. GQ; distribute to committee and UMEC review #7 &amp; #14</b>  The new GQ results were released this week and the list of questions for committee distribution that Dr. Susan Zelewski worked on has been updated. UMEC will need to review questions 7 &amp; 14. Other committees will review other questions and then submit a report or recommendation to UMEC for review.</p> <p>Question #7 – We seem to be sitting ok with student satisfaction of their education. We are above the 25 percentile and are ranked 86, which is about the same spot we were last year. The number of strongly agree has increased but so did the disagree number just slightly. Overall though, we think we are doing good.</p> <p>We will be review question #14 at the next meeting.</p>	<b>MSC that questions #7 has been reviewed with no action needed. Susan Zelewski / Jane Dunlevy // carried.</b>
<b>6. Unfinished Business</b>	<b>a. Review of action item table</b>	Information

	<b>b. Curriculum renewal update</b>	Information
	<b>c. Curriculum 1.5 <i>in action</i> update</b>	Information
	<b>d. Leo Update</b>	Information
<b>7. New Business</b>		Information
<b>8. Other Business</b>		
<b>9. Adjournment</b>	Meeting was adjourned at 5:59 pm  Next Meeting – August 26, 2020 – 4:30 PM, Zoom	Information