

Undergraduate Medical Education Committee Meeting Minutes
SMHS

Wednesday, September 9, 2020 - 4:30 PM, via Zoom

In attendance: Pat Carr, Megan Denis, Jane Dunlevy, Minnie Faith, Bryon Grove, Rhome Hughes, Eric Johnson, Mark Koponen, Saobo Lei, Heidi Philpot, Jim Porter, David Schmitz, Chernet Tessema, Nadia Toumeh, Rick Van Eck, Susan Zelewski.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Patrick Carr

Minutes Approved by: Bryon Grove and Heidi Philpot

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	August 26, 2020	MSC to approve the 8.26.20 minutes. Susan Zelewski / Jane Dunlevy // carried.
3. Consent Agenda	a. BSCC 8.18.20 minutes b. CEMC 8.17.20 minutes	MSC to accept consent agenda. Jane Dunlevy / Heidi Philpot // carried.
3. New Business	<p>a. Committee Reports</p> <p>i. Subcommittees</p> <p>a. CSCC</p> <p>Morris FM AI was missed this summer in getting approved. It is exactly like the others that were that were approved just a different location.</p> <p>We have a request for a visiting student from Mayo for the Pathology Death and Investigation virtual elective. CSCC did approve to allow visiting students from other LCME accreditation schools. They also approved that we would not require visiting students taking a virtual elective to submit liability insurance, background checks or immunology records because they would not be on campus or have access to identifiable patient records.</p>	<p>MSC to approve the Morris FM AI. Heidi Philpot / Bryon Grove // carried.</p> <p>MSC to approve visiting students from LCME accredited schools for the virtual Pathology Death Investigation in ND, and to waive the requirements of providing liability insurance, backgrounds</p>

	<p>b.CEMC For curriculum 2.0 a list of gaps and redundancies have been gathered by MedEd students and submitted to Drs. Pat Carr and Jane Dunlevy. The MedEd students will also be working with Megan Denis to use the keyword list to start tagging the curriculum.</p> <p>c. BSCC Policy 4.14 There was a small revision to the policy which outlines the requirements we have for our students. We added that students must be able to wear a surgical mask or a N95 mask or a powered air purifying respirator (PAPR). Dr. Jim Porter will forward the policy to the next step.</p> <p>The committee is discussing CEDAR more in phase 1 to integrate more biochemistry and immunology will be discussed further for potential possibilities. The committee will also send faculty a letter to start integrating examples of clinical science into their lecture and to work Dr. Minnie Faith who has created a template for them to use. We have also discussed the GQ report regarding harassment.</p> <p>d.Office of Medical Accreditation: EASRC/SASRC/FASRC</p> <p>e.DQIP</p> <p>f. Ad hoc Committees</p>	<p>check and immunology records. Bryon Grove / Jane Dunlevy // carried.</p> <p>MSC to approve the revisions made to Policy 4.14. Bryon Grove / Jane Dunlevy // carried.</p>
<p>4. Special Orders</p>	<p>a. Class Ranking Students are requesting to know where they rank within their class before they see it in their Dean’s Letter. However, we do not rank them in a traditional sense. We rank them by quartiles. This this to start a discussion if we want to provide the students their rank by our quartile system or not. There were lots of questions like would this cause more students to fight for more points on exams? What happens if a student were to fail PCL? Also wondering when we would be switching to honors in curriculum 2.0? There will be a small group of experts in this area to discuss further</p>	<p>Information</p> <p>A small group of experts will gather to discuss further details. JP, SZ, JD, PAC, KB, MFK</p>
	<p>b. Career and Academic Advising procedure This summarizes the procedures that will be followed for advising of students and the Campus Deans are looking for additional input. Face to face hand off would include a meeting over zoom if not on the same campus. Fargo typically has a larger class size and has recruited two additional MD’s to assist in advising the students.</p>	<p>Informational</p>

	<p>c. MSPE Procedure Regarding the procedure in which the student characteristics are gathered and who writes the Dean’s Letters. What happens if a student perceives that there is a conflict of interest with those that typically would do this, and this procedure will be available on the Student Affairs website. There were two minor changes; one to change ‘Unique characteristics’ to ‘Noteworthy characteristics’ and that the title MSPE be written out for clarity.</p>	Information
	<p>d. GQ Question We have reviewed the questions that were assigned to our committee but would like us to compile data on questions where we fall at or below the 10% percentile. This will allow us to have to know these areas and how we are responding to improve them. Every committee membership should be aware of these and be able to answer any questions regarding them.</p> <p>The questions that we should be watching are: #9 – BSCC is already working this one. #12 – This is regarding preparation for residency and diverse backgrounds. # 14 – There are lots of areas to watch with this question #16 – Diversity and we are working improve this area and to educate students that diversity goes beyond what you see. #38 – Specialty information. We have already started to make changes to improve this; including the career advising that is starting earlier in their education career. #41 We have the students taking Allie Training and wonder if there is a way to have the faculty also take the Allie Training also. We could look into what it would take to make the training available for CME credit, which might help us get more faculty to voluntarily take the training.</p>	
5. Unfinished Business	a. Review of action item table	Information
	b. Curriculum renewal update	Information
	c. Curriculum 1.5 in action update	Information

	d.Leo Update	Information
6. New Business		Information
7. Other Business		
8. Adjournment	Meeting was adjourned at 5:54 pm Next Meeting – September 23, 2020 – 4:30 PM, Zoom	Information