

**Meeting Date:** Tuesday, May 19, 2020  
**Time:** 4:00 – 6:00 p.m.  
**Meeting Location:** Zoom  
**Approval:** June 16, 2020  
**Recorded By:** Jillian Marcus

## Attendance

Present = X, Absent = 0

### Faculty Voting Members

<b>Ahmed, Nayla</b> (Clinical-Medicine)	X	<b>Ames, James</b> (Preclinical & Clinical-Orthopedics)	0	<b>Chow, Vinca</b> (Clinical-Anesthesiology)	X	<b>Crockett, Sarah</b> (Clinical-Emergency Medicine)	X
<b>Hanissian, Paul</b> (Preclinical- SBM Reproduction; Clinical-Obstetrics and Gynecology)	X	<b>Hartford, Alan</b> (Preclinical; Clinical-Medicine)	0	<b>Homeier, Barbara</b> (Preclinical-On Doctoring)	0	<b>Loo, Eric</b> (Preclinical-Pathology)	X
<b>Myers, Larry</b> (Preclinical, Medical Education)	X	<b>Nelson, Bill</b> (Preclinical-Psychiatry)	X	<b>Robey, R, Brooks</b> (Preclinical & Clinical-Renal; Faculty Council)	X	<b>Sachs, Marlene</b> (Community Preceptor Education Board)	0
<b>Saunders, James</b> (Clinical-Surgery)	X	<b>Sorensen, Meredith</b> (Clinical-Surgery)	0	<b>Weinstein, Adam</b> (Chair; Preclinical-Renal, On Doc; Clinical- Pediatrics)	X		

### Student Voting Members

#### Year 1

<b>Banerji, Sarah</b>	X	<b>Cheema, Amal</b>	0	<b>Hanley, Meg</b>	X	<b>Morris, Linda</b>	X
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#### Year 2

<b>Bertalan, Mia</b>	X	<b>Demsas, Falen</b>	X	<b>Minichiello, Joe</b>	X	<b>Sramek, Michael</b>	
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#### Year 3

<b>Bessen, Sarah</b>	0	<b>Del Favero, Natalie</b>	X	<b>Guerra, Sylvia</b>	X	<b>Lindqwister, Alexander</b>	X
<b>Morgan, Alexandra</b>	0	<b>Stanko, Kevin</b>	X				

#### Year 4

<b>Bachour, Kinan</b>	X	<b>Berkowitz, Julia</b>	0	<b>Bhushan, Vivian</b>	0	<b>Di Cocco, Bianca</b>	0
<b>Kettering, Alexander</b>	0	<b>Ramos, Joshua</b>	0	<b>Warren, Celestine</b>	0		

#### MD/PhD

<b>Chidawanika, Tamutenda</b>	0	<b>Kamal, Yasmin</b>	0	<b>Rees, Christiaan</b>	X	<b>Smolen, Kali</b>	0
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### Non-Voting Members

<b>Albright, Amanda</b> (Instructional Designer)	0	<b>Borges, Nicole</b> (Chair, Dept. of Medical Education)	X	<b>Brown, Lin</b> (Preclinical – SBM Co-Director)	X	<b>Dick III, John</b> (Clinical - Associate Dean Clinical Curriculum)	X
<b>Eastman, Terri</b> (Preclinical - Director, Preclinical Curriculum)	0	<b>Eidtson, Bill</b> (Director, Learning Services)	0	<b>Fountain, Jennifer</b> (Assessment)	X	<b>Holmes, Alison</b> (Associate Dean, Student Affairs)	0

<b>Jaeger, Mikki</b> (Registrar)	X	<b>Kerns, Stephanie</b> (Director, Biomedical Libraries)	X	<b>Lyons, Virginia</b> (Preclinical - Associate Dean Pre-Clinical Curriculum)	X	<b>Marcus, Jillian</b> (Administrative Support, UME Affairs)	X
<b>Manning, Hal</b> (Preclinical – SBM Co-Director)	0	<b>McAllister, Steve</b> (Director, Educational Technology)	0	<b>Montalbano, Leah</b> (Director, Assessment & Evaluation)	X	<b>Mullins, David</b> (Associate Dean, Biomedical Science Integration)	X
<b>Mullins, David</b> (Chair, Geisel Academy of Master Educators)	X	<b>Dick III, John</b> (Interim, Senior Associate Dean for Medical Education)	X	<b>Pinto-Powell, Roshini</b> (Associate Dean, Admissions)	0	<b>Reid, Brian</b> (Associate Director, Educational Technology)	X
<b>Ricker, Alison</b> (Clinical - Director, Clinical Curriculum)	X	<b>Wu, Diana</b> (Interim, Associate Dean, Diversity and Inclusion)	X	<b>Vacant</b> (Associate Dean, Evaluation and Assessment)	0		

**Student Non-Voting Members  
Diversity and Inclusion & Community Engagement (DICE)**

<b>Conn, Stephen</b> (Preclinical)	X	<b>Lewis, Chad</b> (Clinical)	0	<b>Trinh, Katherine</b> (Clinical)	0		
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**Vice Chairs for Academics – Student Government**

<b>Bachour, Kinan</b>	X	<b>Jain, Raina</b>	X				
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**Guest(s)**

<b>Matt Duncan</b>	<b>Barbara Wilson</b>	<b>Richard Zuckerman</b>	

**Call to Order**

**Adam Weinstein, MD**

Adam Weinstein, Chair, called the meeting to order at 4:01 p.m.

**Announcements**

**Adam Weinstein, MD**

Adam announced that Dr. Diana Wu had been named Interim Associate Dean of Diversity and Inclusion and welcomed her to the MEC as a non-voting member. Adam also announced that Jamie Ames and Marlene Sachs terms as voting members will be coming to completion at the end of June, and he thanked them for their time and service to the MEC. Leah Matthew and Maureen Boardman will be joining the MEC in July as voting members.

**Student Issues & Feedback**

None.

**Old Business**

**1. Narrative Assessment Policy – Adam Weinstein, MD**

- i. Adam summarized the proposed changes to the document that was sent to the group prior to the meeting.
- ii. Discussion
  - a. One member asked a clarifying question that consisted of, “If the students have a rotating facilitator that is different each week, then they would not get feedback: but if it is the same facilitator each week, would be able to get feedback since it remained consistent?” Another member raised concern to the statement, “for each and every student in that course or curriculum,” and if it could be clarified to “all students’
  - b. A guest mentioned that this policy meets the minimum LCME requirements.
  - c. A member voiced concern of the policy as it might not be equitable for some students to be receiving feedback and others not.
  - d. One member asked about the bullet point, “Facilitated small group discussions with 12 or fewer students totaling a minimum of 5 meetings or 10 hours with the same students and facilitator.” The same member continued to mention that sometimes the meetings they have are 1 hour long and sometimes 2 hours long.
  - e. One member expressed concern that 5 meetings may not be sufficient.
  - f. Most policies from other school’s state 4 or 5 meetings and there are no hours listed.
  - g. Adam made some proposed changes based on the discussion but ultimately there was not a consensus on the numbers.

*The policy was tabled with an intention to gain input from the course leaders to provide what number of small groups and size of the small groups would be cutoffs where they would feel comfortable evaluating the students narratively.*

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**New Business**

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**1. Psychiatry Clerkship (Phase #2) – Matt Duncan, MD & Barbara Wilson, MD**

- i. Matt summarized the course review document that was presented.
- ii. Discussion
  - a. One member pointed out the word “their” in the objective, “Engage in self-assessment and a shared process of feedback assessing their strengths and weakness in interviewing skills, assessment, and management of persons with psychiatric disorders.” Matt said the word “their” will be deleted.

*Eric Loo made a motion to approve PSCH 302 Psychiatry Clerkship (Phase #2). The motion was seconded by Falen Demas. The motion passed by a unanimous vote.*

**2. Infection, Inflammation, and Immunity (Phase #1 – Year 1) – Richard Zuckerman, MD & David Mullins, PhD**

- i. David summarized the course review document presented to the MEC.

***James Saunders made a motion to approve MDFD 121 Infection, Inflammation, and Immunity (Phase #1 - Year 1). The motion was seconded by Nayla Ahmed. The motion passed by a unanimous vote.***

**3. Medical Science Integrations: Application Through Clinical Cases – Adam Weinstein, MD**

- i. Adam summarized the documents presented to the MEC.
- ii. Discussion
  - a. A member asked if there could be a formal way that is available to the students on how they are being assessed and evaluated.
  - b. One member expressed excitement for this course.
  - c. A member asked for the option for students to choose what time they would take the PBL for this course (morning and afternoon). Adam said he would need to talk to the Preclinical office and the facilitators to see if that is possible.

***Bill Nelson made a motion to approve MDFD 271 Medical Science Integrations: Application Through Clinical Cases (Phase #1 – Year 2). The motion was seconded by Sylvia Guerra. The motion passed by a unanimous vote.***

4. John Dick mentioned to the MEC that with regards to the 4<sup>th</sup> year calendar, the clinical education office is considering moving Subl's and potentially some 4<sup>th</sup> year clerkships from 4 weeks to 3 weeks for this coming year. John explained that they will be operating with little clinical capacity and still want to be able to give the students the clinical experiences. He said that they are not talking about changing the learning objectives of any clerkships or changing the learning objectives of the Subl experiences but thinking about shortening them so they can do more of them.
  - i. John asked for initial reactions from the MEC.
  - ii. Discussion
    - a. Multiple members answered that they liked the idea and felt it was the right call.

**Adam Weinstein, MD**

Adam Weinstein, Chair, adjourned the meeting at 5:53 P.M.

## Ongoing Business

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- Evaluation Oversight Committee
- LCME Oversight Committee
- ABG Interpretation
- USMLE Step 1 Policy
- USMLE Step 2 Policy
- 3<sup>rd</sup> Year student clinical elective credit requirements

## Future Meetings

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**MEC meetings are the 3<sup>rd</sup> Tuesday of each month from 4:00 - 6:00 p.m.**

- June 16, 2020
- July 21, 2020
- August 18, 2020
- September 15, 2020
- October 20, 2020
- November 17, 2020