

Meeting Date: Tuesday, August 18, 2020
Time: 4:00 – 6:00 p.m.
Meeting Location: Zoom
Approval: September 15, 2020
Recorded By: Jillian Marcus

Attendance

Present = X, Absent = 0

Faculty Voting Members

Ahmed, Nayla (Clinical-Medicine)	X	Boardman, Maureen (Preclinical & Clinical- Family Medicine, Community Preceptor Rep)	0	Chow, Vinca (Clinical-Anesthesiology)	0	Crockett, Sarah (Clinical-Emergency Medicine)	0
Hanissian, Paul (Preclinical & Clinical- Obstetrics and Gynecology)	X	Hartford, Alan (Clinical-Medicine)	0	Homeier, Barbara (Preclinical- Pediatrics)	X	Loo, Eric (Preclinical-Pathology)	X
Matthew, Leah (Clinical-Family Medicine)	0	Myers, Larry (Preclinical- Medical Education)	X	Nelson, Bill (Preclinical - Psychiatry)	X	Robey, R, Brooks (Preclinical & Clinical- Medicine; Faculty Council Rep)	X
Saunders, James (Clinical-Surgery)	X	Sorensen, Meredith (Clinical-Surgery)	0	Weinstein, Adam (Chair; Preclinical & Clinical- Medical Education)	X		

Student Voting Members Year 1

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Year 2

Banerji, Sarah	X	Cheema, Amal	X	Hanley, Meg	X	Morris, Linda	X
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Year 3

Bertalan, Mia	0	Demsas, Falen	0	Lindqwister, Alexander	X	Minichiello, Joe	X
Morgan, Allie	0	Sramek, Michael	0				

Year 4

Bachour, Kinan	0	Bessen, Sarah	0	Bhushan, Vivian	0	Del Favero, Natalie	0
Guerra, Sylvia	0	Stanko, Kevin	X	Warren, Celestine	0		

MD/PhD

Chidawanika, Tamutenda	0	Kamal, Yasmin	0	Keim, Abigail	X	Reiner, Timothy	X
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Non-Voting Members

Albright, Amanda (Instructional Designer)	0	Borges, Nicole (Chair, Dept. of Medical Education)	0	Dick III, John (Interim, Senior Associate Dean for Medical Education)	X	Dick III, John (Clinical - Associate Dean Clinical Curriculum)	X
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Eastman, Terri (Preclinical - Director, Preclinical Curriculum)	X	Eidson, Bill (Director, Learning Services)	0	Fountain, Jennifer (Assessment)	0	Holmes, Alison (Associate Dean, Student Affairs)	0
Jaeger, Mikki (Registrar)	X	Kerns, Stephanie (Director, Biomedical Libraries)	X	Lyons, Virginia (Preclinical - Associate Dean Pre-Clinical Curriculum)	X	Marcus, Jillian (Administrative Support, UME Affairs)	X
McAllister, Steve (Director, Educational Technology)	0	Montalbano, Leah (Director, Assessment & Evaluation)	0	Mullins, David (Associate Dean, Biomedical Science Integration)	X	Mullins, David (Chair, Geisel Academy of Master Educators)	X
Pinto-Powell, Roshini (Associate Dean, Admissions)	0	Reid, Brian (Associate Director, Educational Technology)	X	Ricker, Alison (Clinical - Director, Clinical Curriculum)	X	Wu, Diana (Interim, Associate Dean, Diversity and Inclusion)	0
Vacant (Associate Dean, Evaluation and Assessment)	0						

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

Tersio, Isabelle	X	Conn, Stephen	0				
Vice Chairs for Academics – Student Government							
Guerra, Sylvia	0	Lindqwister, Alexander	X				

Guest(s)

Candice Black	John Butterly	Hal Manning	
Nick Ryan	Terrence Welch		

Call to Order

Adam Weinstein, MD

Adam Weinstein, Chair, called the meeting to order at 4:15 p.m.

Announcements

Adam Weinstein, MD

None.

Approval of Meeting Minutes

Adam Weinstein, MD

Approval of July meeting minutes.

Eric Loo made a motion to approve the July 2020 MEC meeting minutes. The motion was seconded by Amal Cheema. The motion passed by a unanimous vote.

Student Issues & Feedback

None.

Consent Agenda

- **Renal Medicine objective update**
- **Medical Science Integrations Course objective update**
- **Derm-Rheum-Ortho objective addition**

Bill Nelson made a motion to approve all the consent agenda items. The motion was seconded by Nayla Ahmed. The motion passed by a unanimous vote.

New/Old Business

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

- i. Adam summarized the updates of the policy which was to allow the Preclinical students to still take their exam, if they arrive late, within 30 minutes of the scheduled exam time; and they lose the time that they are late for. Rather than not allowing them to sit for the exam at all (and rescheduling an exam another day in the future).

Brooks Robey made a motion to approve UME-CURR.PCE-0001 Assessment Attendance Policy. The motion was seconded by Nayla Ahmed. The motion passed by a unanimous vote.

2. **USMLE Step 1 Policy updates – Adam Weinstein, MD**

- i. Adam summarized the changes and updates to the policy. He pointed out the change to the first item in the Policy Statement, “All students must take USMLE Step 1 no later than June 30th following the completion of Phase 2/Year 3.”
- ii. Discussion
 - a. A member asked that with regards to the third item in the Policy Statement, “A student who requests to delay taking USMLE Step 1 until after June 30th following the completion of Phase 2/Year 3 will be required to go on a leave of absence and may not return from leave until the USMLE Step 1 exam has been completed,” would they have to pass it? It was answered that they could enroll in the clerkship they are completing, but if they did not pass the exam (as the results come roughly 4 weeks later) they would have to go on another leave of absence.

Meg Hanley made a motion to approve UME-CNTRL-0001 USMLE Step 1 Policy. The motion was seconded by Eric Loo. The motion passed by a unanimous vote.

3. Cardiovascular Medicine (Phase #1) – John Butterly, MD & Terrence Welch, MD

- i. Virginia summarized the course review document to the MEC, and Terrence presented the action plan.
- ii. Discussion
 - a. It was mentioned to have Ethics brought into the action plan to integrate into the course in addition to others mentioned (e.g. race and health equity, nutrition)
 - b. One member brought up the plan for weekly formative evaluations shifting to weekly formative quizzes with multiple choice questions, and the work for the course leaders in having to provide the answers to the quizzes. It is not a requirement to have quizzes, but if these are the required formative assessments, having them be Canvas based quizzes makes it easier to track. It would not be a requirement to provide answers, but students do appreciate the answers so they can learn from them.
 - c. There was discussion updating a few of the course objectives further, changing verbs like “recall or identify” to “explain or describe.”

Paul Hanissian made a motion to approve MDFD 131 Cardiovascular Medicine (Phase #1 – Year 1). The motion was seconded by Nayla Ahmed. The motion passed by a unanimous vote.

4. Race and Health Equity Longitudinal Curriculum Objectives – Diana Wu, MD & David Mullins, PhD

- i. David summarized the updates to the document, which included adding more definitions to the glossary and rewording a few objectives without changing their actual content.

Brooks Robey made a motion to approve the Race and Health Equity Longitudinal Curriculum Objectives. The motion was seconded by Linda Morris. The motion passed by a unanimous vote.

5. Respiratory Medicine (Phase #1) – Hal Manning, MD

- i. Virginia summarized the course review document, and Hal explained the action items to the MEC.

Bill Nelson made a motion to MDFD 132 Respiratory Medicine (Phase #1 – Year 1). The motion was seconded by Jim Saunders. The motion passed by a unanimous vote with an abstention.

Adam Weinstein, MD

Adam Weinstein, Chair, adjourned the meeting at 5:10 P.M.

Ongoing Business

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

Future Meetings

MEC meetings are the 3rd Tuesday of each month from 4:00 - 6:00 p.m.

- September 15, 2020
- October 20, 2020
- November 17, 2020
- December 15, 2020
- January 19, 2021
- February 16, 2021