

**Meeting Date:** June 15<sup>th</sup>, 2022  
**Time:** 4:00 – 6:00 p.m.  
**Meeting Location:** Zoom  
**Approval:** August 17<sup>th</sup>, 2022  
**Recorded By:** Amy Rose

## Attendance

Present = X, Absent = 0

### Faculty Voting Members

<b>Ahmed, Nayla</b> (Clinical-Medicine)	X	<b>Boardman, Maureen</b> (Preclinical & Clinical- Family Medicine, Community Preceptor Rep)	X	<b>Chow, Vinca</b> (Clinical-Anesthesiology)	0	<b>Crockett, Sarah</b> (Clinical-Emergency Medicine)	X
<b>Hanissian, Paul</b> (Preclinical & Clinical- Obstetrics and Gynecology)	0	<b>Hartford, Alan</b> (Clinical-Medicine)	0	<b>Hofley, Marc</b> (Clinical – Pediatrics)	X	<b>Homeier, Barbara</b> (Preclinical- Pediatrics)	0
<b>Matthew, Leah</b> (Clinical-Family Medicine)	X	<b>Myers, Larry</b> (Preclinical- Medical Education)	X	<b>Nelson, Bill</b> (Preclinical - TDI)	0	<b>Robey, R, Brooks</b> (Preclinical & Clinical- Medicine; Faculty Council Rep)	0
<b>Saunders, James</b> (Clinical-Surgery)	0	<b>Sorensen, Meredith, Chair</b> (Clinical-Surgery)	X	<b>Thompson, Rebecca</b> (Clinical – Neurology)	X		

### Student Voting Members

#### Year 1

<b>Fong, Justin</b>	X	<b>Gil Diaz, Macri</b>	X	<b>Maosulishvili, Tamar</b>	X	<b>Thomason, Helen</b>	X
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#### Year 2

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#### Year 3

<b>Carhart, Briggs</b>	X	<b>Fitzsimmons, Emma</b>	0	<b>Thomson, Chris</b>	0	<b>Xu, Jane</b>	0
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#### Year 4

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

<b>Emiliani, Francisco</b>	X	<b>Zipkin, Ronnie</b>	X	<b>Keim, Abigail</b>	X	<b>Reiner, Timothy</b>	X
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### Non-Voting Members

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

<b>Jaeger, Mikki</b> (Registrar)	X	<b>Kerns, Stephanie</b> (Director, Biomedical Libraries)	X	<b>Lyons, Virginia</b> (Preclinical - Associate Dean Preclinical Curriculum)	X	<b>McAllister, Steve</b> (Director, Educational Technology)	0
<b>Barbour, Nancy</b> (Director, Assessment & Evaluation)	X	<b>Mullins, David</b> (Associate Dean, Biomedical Science Integration Chair, Geisel Academy of Master Educators)	0	<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)	0	<b>Rose, Amy</b> (Program Manager, UME Affairs)	X	<b>Cameron, Justine</b> (Director, Accreditation & CQI)	0	<b>Shaker, Susan</b> (Preclinical- Manager)	X
<b>Vacant</b> (Associate Dean, Diversity, and Inclusion)	0	<b>Weissburg, Paul</b> (Associate Dean, Evaluation and Assessment)	0				

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

<b>Tersio, Isabelle</b>							
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**Vice Chairs for Academics – Student Government**

<b>Thomson, Chris</b>	0	<b>Morris, Linda</b>	X				
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**Former MEC Student Members – Student Government**

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**Guest(s)**

<b>Nena Mason</b>	<b>Shawn Ahmad</b>	<b>Harold Manning</b>		
<b>Andrew Crockett</b>				

## Call to Order

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**Meredith Sorensen, MD Chair – Medical Education Committee**

Meredith Sorensen, called the meeting to order at 4:15.

## Announcements

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**Meredith Sorensen, MD**

1. Faculty Membership – There are 4 voting faculty who completed their MEC terms, Dr. Bill Nelson, Dr. Brooks Robey, Dr. Nayla Ahmed, Dr. Vinca Chow. Thank you for your service to the MEC.
2. The MEC welcomes 2 new MD-PhD student members – Ronnie Zipkin & Francesco Emiliani
3. There will not be an MEC meeting in July.
4. Keep a look out for an electronic vote from GAOC recommendations.

## Approval of Meeting Minutes

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Meredith Sorensen, MD

Approval of May 2022 meeting minutes.

*Marc Hofley made a motion to approve the May 2022 MEC meeting minutes. The motion was seconded by Maureen Boardman. The motion passed by a unanimous vote.*

## Student Issues & Feedback

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No student issues were brought to the meeting.

## Consent Agenda

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1. **Geisel Grading Policy Vote** – Dr. John Dick

*Briggs Carhart made a motion to approve the Geisel Grading Policy. The motion was seconded by Maureen Boardman. The motion passed by a unanimous vote.*

## Old Business

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1. **Timing of Step 1 Policy Vote** – Dr. Meredith Sorensen

*Briggs Carhart made a motion to approve the Timing of Step 1 Geisel Policy with 2 modifications – adjusting the formatting of the policy background & the addition of the Step Preparation committee communicating the delay approval to the Registrar's office. The motion was seconded by Nayla Ahmed. The motion passed by a unanimous vote.*

2. **Foundations Course Objective Modifications** – Dr. Larry Myers
  - Due to the calendar change, there needs to be a modification to one of the course objectives in Foundations.
  - Course objective 29: *Explain the ionic bases for the resting membrane potential in nerve and muscle cells, the development and propagation of an action potential, and the role of calcium in vesicle release and in muscle contraction.*
  - This objective will shift to the Cardiovascular Medicine Course
  - Dr. Nena Mason, new CV course leader is going to teach the session that covers this objective

*Justin Fong made a motion to approve the course objective modification as presented. The motion was seconded by Nayla Ahmed. The motion passed with 1 abstaining.*

## New Business

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**1. Cardiovascular Medicine Course Review** – Dr. Shawn Ahmad, Dr. Nena Mason, Dr. Virginia Lyons

MEC Recommendations	Course Leader Action Plan
<p>Instructional methods - Incorporate more engaged pedagogies (e.g., TBL, CBL) or an additional SIM experience to provide more opportunities for students to apply their knowledge. Review the definitions of pedagogies in the Geisel Instructional Methods document to ensure that sessions are classified appropriately for the curriculum inventory.</p>	<p>Course Organization &amp; Instructional Methods- Many hours of CBL and independent learning content have been added across the course for this upcoming year along with a total restructuring of the course. Instructors in the course will be asked to shorten reading assignments and provide options that students can choose from for pre-work assignments</p>
<p>Course organization - Review the placement of sessions and pacing of the course to ensure a logical progression of the material. Evaluate the amount of assigned pre-work to ensure it conforms with Geisel policy (maximum of 1.5 hours of pre-work for 1 hour of class). Consider incorporating ScholarRx Bricks for prework when appropriate, as students find these effective for learning.</p>	
<p>Session objectives - Review the mapping of session objectives to course objectives to make sure links to all Geisel competencies are being captured (i.e., categories such as "collaboration and teamwork" seem like they are not being captured well); revise session objectives if needed.</p>	<p>Course objectives- have been reviewed and they contain appropriate blooms terms. There are also conversations in progress between the course leaders and the faculty leading the SIM session related to updating their session LOs to effectively describe what that session contains. specifically a SLO mappable to CT.1 "Foster a climate of collaboration, mutual respect, integrity, trust, and tolerance to facilitate optimal team performance." Will be added</p>
<p>Course objectives - Review course objectives to identify "missed opportunities" for incorporating higher-order verbs (i.e., students are doing application exercises in the course that are not currently captured).</p>	
<p>Assessment - Revamp the formative assessments to improve alignment with course sessions and eliminate errors in the questions. Questions should be provided as a single weekly quiz in MCQ format (this is the preferred method for Phase 1). The goal of formative assessments is to provide opportunities for students to practice the types of questions they will experience on the summative assessments in the course.</p>	<p>Assessment- With the extensive sequencing and restructuring of the CV course this year the assessments and quizzes will be completely redone</p>
<p>Integration - Discuss options for coverage of amyloidosis with the Hematology course leader; review the teaching of fetal circulation with the Respiratory Medicine course leader to eliminate unplanned redundancy and enhance the coordination of this topic.</p>	<p>Integration: there is a conversation in progress with CL Alexander Fuld related to the coverage for amyloidosis in CV and Heme. Conversations also in progress or planned between Drs. Lyons and Manning related to the coverage of fetal circulation.</p>
	<p>Move content on electrophysiology from Foundations into the CV course, Integrate foundations LO 29 into CV LO 3: " 3. Describe the ionic basis for resting membrane potentials and electrical signaling in neurons and cardiac tissue as well as the electrical and mechanical events of the cardiac cycle. (MS.2)"</p>

***Justin Fong made a motion to accept the Cardiovascular Medicine Course Leader Action Plan as presented, Seconded by Briggs Carhart. The motion was passed by a unanimous vote.***

## 2. Respiratory Medicine Course Review – Dr. Hal Manning, Dr. Virginia Lyons

MEC Recommendations	Course Leader Action Plan
Review mapping for course objective #20, as there are likely sessions that are not being captured.	I'll review the mapping. I agree that there are probably sessions that haven't been captured.
Identify questions in ScholarRx for students to do for practice to increase exposure to USMLE style questions. The subcommittee agrees that non-USMLE style questions are valuable for learning the material and should be retained. We encourage the course leader to continue to be transparent about the value of both of these types of questions.	I'll review ScholarRX for practice questions. Many of the existing formative questions are also "USMLE style."
Review the teaching of pneumonia and fetal circulation with CV/I3 course leaders to eliminate unplanned redundancy and enhance the coordination of these topics.	I'll meet with the neonatology and cardiovascular faculty to coordinate coverage of the fetal circulation and the I3 faculty to discuss the possibility of reintroducing a session on pneumonia (which was deleted last year on the basis of student feedback).
Work with the PBL leader (Alex Fuld) to explore whether "faculty prompts" could be added to the PBL case to encourage review of pharmacology and hematology from the prior block.	I'll work with Alex Fuld to encourage review of pharmacology and hematology in the pulmonary embolism PBL case.

***Linda Morris made a motion to accept the Respiratory Medicine Course Leader Action Plan as presented, Seconded by Briggs Carhart. The motion was passed by a unanimous vote.***

### 3. Student Advancement & Promotion Policy Discussion – Dr. Sonia Chimienti

- Dr. Chimienti reviewed the Task Force membership, the charge and the process.
  - Task Force membership included students, faculty and staff.
  - The Task Force was charged with assessing policies and processes related to student advancement and promotion of students and making recommendations for modifications to Student Government, MEC, the Dean and the Faculty Council.
  - The process launched in Sept 2021 and included working groups meetings, larger group meetings for feedback/discussion, presentations to the community along with soliciting feedback from the community on the policies.
- The Task Force focused the proposed frameworks around expanding student advocacy
  - Recognizing and acknowledging blind spots
  - Communicating regarding available resources
  - Enhanced resources (Standard process, peer support, dedicated advocate – Director for Learning Environment)
- Dr. Chimienti outlined the proposed new policy for student advancement & promotion along with the process
  - Currently we have CSPC, the Task Force wanted to separate academic advancement challenges from professional development related challenges
  - The Task Force would like to create 2 separate committees to replace the CSPC
    - Committee for Academic Advancement & Growth (CCAAG) – the safety net
    - Academic Progress Committee (APC) – if students are not progressing, then student would go to the Academic Progress Committee
  - CSPC Policy Guidelines for Course Failures will be modified to reflect the new process & structure
  - CSPC Charge and Membership Policy will be retired
- Dr. Chimienti briefly reviewed the Academic Advancement & Promotion policy – including the membership of the CCAAG for preclin & clin and the membership for APC. Student members for APC would be identified by Exec board and must be a 3<sup>rd</sup> year student.
- Dr. Chimienti summarized the Professional Standards & Conduct Board Policy. She reviewed the Conduct/Standards Board membership, process and reporting system. There will be a new platform to report – Maxient
- Please make sure to read through the policies, they are posted on sharepoint for comments/feedback.  
<https://dartmouth.sharepoint.com/sites/2021StudentAdvancementandPromotionPolicies-GeiselTaskForce>

### 4. MEC Restructure Discussion – Dr. Meredith Sorensen

Dr. Sorensen reviewed the MEC subcommittee Restructure proposal and a draft of the MEC restructure organization chart.

- Goals of restructure:
  - Improve efficiency of subcommittee (ad hoc currently)
  - Improve inclusive oversight of curricular governance
- Highlights of restructure
  - MEC structure and function remains the same – no changes
  - Forming 5 structured standing subcommittees
  - Developing shared leadership model
    - administrative lead and elected/appointed faculty co-lead
  - Student voice on each committee
    - increase breadth of student participation (other than MEC members)
    - more opportunities for student engagement

- MEC reps remain in roles
- Student Class reps remain in roles
- New reps on subcommittees, vs Class Reps (TBD)
- Adding MEC Exec Committee
  - Follows model of other curriculum governance processes
  - help set agenda and plan for meetings
  - Student Government Academic Chairs
  - Chair and Project Coordinator of MEC

#### Discussion

- There was discussion about the membership of the 5 subcommittees providing an excellent opportunity for broader involvement from both faculty and students along with creating some cross-pollination between preclinical & clinical.
- The current draft doesn't include a complete list of the GAOC members, it needs to be added.
- There was a suggestion to keep subcommittee meetings as open meetings.
- The MEC Exec Committee is there to help with coordination between subcommittees
- There was a question about the nomination process for the co-chair for the subcommittees and if students will have a voice in the nomination process. There was discussion about sending out an announcement that the subcommittees were being formed and looking for co-chairs and voting members.
- CECD and Phase 2 subcommittee will be 2 separate groups

***Linda Morris made a motion to accept the structure, the leadership model and the MEC executive committee proposal as presented, Seconded by Leah Matthew. The motion was passed by a unanimous vote.***

## Ongoing Business

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- Phase 2 Review
- Student Advancement & Promotion Policy - Vote
- CITI Training Discussion
- Calendar Process

## Future Meetings

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**MEC meetings are the 3<sup>rd</sup> Wednesday of each month from 4:00 – 5:30 p.m.**

- August 17<sup>th</sup> 2022
- September 21<sup>st</sup>, 2022
- October 19<sup>th</sup>, 2022