

Meeting Date: October 26th, 2022
Time: 4:00 – 6:00 p.m.
Meeting Location: Zoom
Approval: November 16th 2022
Recorded By: Amy Rose

Attendance

Present = X, Absent = 0

Faculty Voting Members

Chamberlin, Mary (Clinical - Medicine)	X	Boardman, Maureen (Preclinical & Clinical- Family Medicine, Community Preceptor Rep)	X	Pellegrini, Vin (Department of Orthopaedics)	X	Crockett, Sarah (Clinical-Emergency Medicine)	X
Hanissian, Paul (Preclinical & Clinical- Obstetrics and Gynecology)	X	Hartford, Alan (Clinical-Medicine)	0	Hofley, Marc (Clinical – Pediatrics)	X	Homeier, Barbara (Preclinical- Pediatrics)	X
Matthew, Leah (Clinical-Family Medicine)	X	Myers, Larry (Preclinical- Medical Education)	X	Black, Candice (Department of Pathology and Laboratory Medicine)	X	Guthknoda, Kiran (Department of Anesthesiology)	X
Saunders, James (Clinical-Surgery)	X	Sorensen, Meredith, Chair (Clinical-Surgery)	X	Thompson, Rebecca (Clinical – Neurology)	0		

Student Voting Members

Year 1

Hernandez, Eli	X	Li, Kevin	X	Pfaff, Mairead	X	Plona, Kelsey	X
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Year 2

Fong, Justin	X	Gil Diaz, Macri	X	Maosulishvili, Tamar	X	Thomason, Helen	X
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Year 3

Carhart, Briggs	X	Fitzsimmons, Emma	0	Thomson, Chris	X	Xu, Jane	X
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Year 4

Banerji, Sarah	0	Cheema, Amal	0	Hanley, Meg	X	Morris, Linda	X
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MD/PhD

Emiliani, Francisco	0	Zipkin, Ronnie	X	Keim, Abigail	X	Reiner, Timothy	X
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Non-Voting Members

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

Jaeger, Mikki (Registrar)	X	Kerns, Stephanie (Director, Biomedical Libraries)	X	Lyons, Virginia (Preclinical - Associate Dean Preclinical Curriculum)	X	McAllister, Steve (Director, Educational Technology)	0
Barbour, Nancy (Director, Assessment & Evaluation)	0	Mullins, David (Associate Dean, Biomedical Science Integration Chair, Geisel Academy of Master Educators)	0	Pinto-Powell, Roshini (Associate Dean, Admissions)	X	Reid, Brian (Associate Director, Educational Technology)	X
Ricker, Alison (Clinical - Director, Clinical Curriculum)	X	Rose, Amy (Program Manager, UME Affairs)	X	Cameron, Justine (Director, Accreditation & CQI)	0	Shaker, Susan (Preclinical- Manager)	X
McBride, Lisa (Associate Dean, Diversity, and Inclusion)	X	Weissburg, Paul (Associate Dean, Evaluation and Assessment)	X	Levy, Campbell Phase 3 Director	X		

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

Tersio, Isabelle	0						
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Vice Chairs for Academics – Student Government

Thomson, Chris	X	Morris, Linda	X				
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Former MEC Student Members – Student Government

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Guest(s)

Andrew Crawford	Aleen Cunningham	Andrew Crockett	

Call to Order

Meredith Sorensen, MD Chair – Medical Education Committee

Meredith Sorensen, called the meeting to order at 4:02pm.

Announcements

Meredith Sorensen, MD

- Welcome new M1 MEC reps** – Eli Hernandez, Kevin Li, Mairead Pfaff and Kelsey Plona
- Geisel Faculty Council Rep** – Dr. James Saunders
- MEC Subcommittee Member Voting Details** – We will be sending out an electronic ballot to vote on the voting faculty and student members for the Phase 1, Phase 2, Phase 3 and LC subcommittees. If you have any questions or concerns, please reach out to Dr. Sorensen.
- MEC Working group update** – voting faculty and students have been placed in a one of three working groups based on their preference. We are still working on determining the chair of the pathways working group along with charges for each group.

Approval of Meeting Minutes

Meredith Sorensen, MD

Approval of the October 2022 meeting minutes.

Vin Pellegrini made a motion to approve the October 2022 MEC meeting minutes. The motion was seconded by Barbara Homeier. The motion passed by a unanimous vote.

Student Issues & Feedback

No student issues were brought to the meeting.

Consent Agenda

Nothing on the consent agenda for this meeting.

New Business

1. **Capstone Course Review** - Dr. John Dick & Dr. Campbell Levy

- Dr. Dick provided an overview and history of the Capstone course. He also presented the strengths and recommendations created by the review subcommittee.
- Dr. Levy presented the course leader action plan, outlined in the table below.
- There was discussion about including more research, what will Medical Grand Rounds be in 5 years, into the Capstone course to promote more intellectual curiosity.

Recommendations	Course Leader Action Plan
	Continued development of active learning sessions for skills pertinent to intern/residency. For AY'23: 1) hands-on session for Surgical Skills and 2) an interprofessional session involving a mock ethics case and committee meeting.
Map the QI project to Evaluation and Improvement in Medicine Competency.	Will review the QI project to insure that it is appropriately mapped to the correct competencies.
Continue to work on integrating themes from LC's with Capstone content--meet with LC leaders to prioritize content.	Involvement of curricular faculty: 1) Schedule time for Dr. Barbour and Dr. Weissberg to review assessments; 2) Dr Mullins (and/or LC subcommittee) to review Capstone syllabus to discuss opportunities for more integration of LC into the curriculum; 3) Meet with Dr. Lewis and Dr. Lee to review areas of potential redundancy with Phase 1/2 after the course this year, as we have students who have completed the entire new phased curriculum completely for the first time.
Review assessment plan with Eval & Assessment team and map to objectives.	
Revisit the Clinical Pharmacology portion of the course to avoid redundancy, revise Clin Pharm course objectives.	
Avoid poster session on Match Day and be cautious about any assignments or assessments during match week.	Poster session for AY '23 tentatively scheduled for last day of the course one week after Match Day with posters due for printing the Tues or Wed after Match Day.
Revisit the schedule to avoid large gaps in the middle of the day.	More time in the middle of the day was scheduled deliberately for AY '22 based on prior feedback. For this upcoming year, fewer gaps will be scheduled when possible given limitations of faculty schedules and availability.

Maureen Boardman made a motion to accept the Capstone Course Leader Action Plan as presented, Seconded by Marc Hofley. The motion was passed by a unanimous vote.

2. Preclinical/Clinical Calendar AY 2023-24– Dr. Virginia Lyons & Dr. John Dick

- Dr. Dick reviewed the proposed clinical calendars for AY 2023-2024
 - Phase 2 calendar – 6- & 8-week blocks
 - Phase 3 calendar – 2- & 4-week blocks – AAM, Neuro, Sub-Is and Electives

- Dr. Lyons reviewed the proposed M1 & M2 calendars for AY 2023-2024
 - M2 calendar changes include –
 - Block 5 – 1 less day and a 3-day weekend
 - Block 6 – Jan. 1 & 2 off, this will help with students that are traveling
 - M1 calendar changes include –
 - Additional orientation days
 - Start July 18th rather than August, this will give students more time to move and settle in
 - Block 1 will recapture the days they had lost
 - Block 2 will have some additional days
 - P&P module will shift from Block 3 to Block 2, the entire module will be finished during Block 2 which will create some decompression with the Block 3 workload.
 - End the M1 year 1 week earlier – this will allow students to do more research in premiere programs that are 9/10 weeks long. Currently, the summer break is only 8 weeks long.
 - Trim 5 days from Block 4.

- Discussion
 - The calendar discussion focused on the M1 calendar changes.
 - Summary of suggestions -
 - Create longer days for students to shorten the calendar year. If students had to choose between longer days or a longer calendar year, the students would prefer longer days.
 - Shorten block 3 and 4 so one block doesn't take the full brunt.
 - Change hours of LLC allocated across each block
 - Potential issues with suggestions –
 - Longer days for the students directly conflicts with the LCME's recommendation for students to have more time for self-directed learning.
 - Afternoon sessions will make it challenging for on-doc scheduling.
 - The Registrar mentioned that it is important to count the weeks within the terms to comply with federal aid guidelines regarding term length.

- Next Steps
 - M1 Course leaders will meet with Dr. Lyons and the Registrar to create a calendar plan to present to the MEC during the November meeting.
 - Collecting data on students who have participated in summer research programs. (This data could be skewed because it would not reflect students that were not able to apply into these programs).
 - There was a recommendation for the MEC to review/monitor the course hours being granted vs the course hours being used during the course reviews.

Chris Thomson made a motion to accept the M2, Phase 2 & Phase 3 calendars as presented, Seconded by Paul Hanissian. The motion was passed by a unanimous vote.

Ongoing Business

- Phase 2 Review
- MEC Subcommittees

Future Meetings

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

- November 16th 2022
- December 14th 2022