

Meeting Date: December 14th, 2022
Time: 4:00 – 6:00 p.m.
Meeting Location: Zoom
Approval:
Recorded By: Amy Rose

Attendance

Present = X, Absent = 0

Faculty Voting Members							
Chamberlin, Mary (Clinical - Medicine)	0	Boardman, Maureen (Preclinical & Clinical- Family Medicine, Community Preceptor Rep)	X	Pellegrini, Vin (Department of Orthopaedics)	X	Crockett, Sarah (Clinical-Emergency Medicine)	0
Hanissian, Paul (Preclinical & Clinical- Obstetrics and Gynecology)	X	Hartford, Alan (Clinical-Medicine)	0	Hofley, Marc (Clinical – Pediatrics)	0	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)	0	Guthiknoda, 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	0	Li, Kevin	0	Pfaff, Mairead	0	Plona, Kelsey	X
Year 2							
Fong, Justin	X	Gil Diaz, Macri	0	Maosulishvili, Tamar	X	Thomason, Helen	X
Year 3							
Carhart, Briggs	0	Fitzsimmons, Emma	X	Thomson, Chris	0	Xu, Jane	0
Year 4							
Banerji, Sarah	0	Cheema, Amal	0	Hanley, Meg	X	Morris, Linda	X
MD/PhD							
Emiliani, Francisco	0	Zipkin, Ronnie	X	Keim, Abigail	X	Reiner, Timothy	X

Non-Voting Members

Albright, Amanda (Instructional Designer)	X	Borges, Nicole (Chair, Dept. of Medical Education)	X	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)	0	Lyons, Virginia (Preclinical - Associate Dean Preclinical Curriculum)	X	McAllister, Steve (Director, Educational Technology)	0
Barbour, Nancy (Director, Assessment & Evaluation)	X	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)	0
Ricker, Alison (Clinical - Director, Clinical Curriculum)	X	Rose, Amy (Administrative Support, 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	0	Morris, Linda	X				
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Former MEC Student Members – Student Government

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Guest(s)

Scottie Eliassen	Dean Compton		
Tim Gardner			

Call to Order

Meredith Sorensen, MD Chair – Medical Education Committee

Meredith Sorensen, called the meeting to order at 4:05pm.

Announcements

Meredith Sorensen, MD

No announcements

Approval of Meeting Minutes

Meredith Sorensen, MD

Approval of November 2022 meeting minutes.

Barbara Homeier made a motion to approve the December 2022 MEC meeting minutes. The motion was seconded by Leah Matthew. The motion passed with 1 abstaining.

Student Issues & Feedback

No student issues were brought to the meeting.

Consent Agenda

1. **Phase 1 Split Policy – Year 2** – Dr. Sonia Chimienti & Mikki Jaeger
 - Phase 1 Split for M1 year was previously created and approved.
 - M2 option is now being added
 - Schedule possible – collaborative approach
 - Research component (non-clinical elective)
 - Credit for full-time enrollment
 - Request to MEC:
 - Non-clinical elective count towards graduation requirement
 - Maximum 2 credits per semester of split; 8 credits total over the 2 years
 - Only available to split year students

Helen Thomason made a motion to approve the Phase 1 Split Policy for Year 2. The motion was seconded by Paul Hanissian. The motion passed with 1 abstaining.

2. **Professional Standards and Conduct Board Policy** – Dr. Sonia Chimienti

The policy was sent to the OGC and they suggested some changes to Professional Standards Conduct Board which include -

1. The ADSA will meet with the student to discuss the Note of Concern. → This is an added layer to permit a formative resolution.
2. The 4-member review committee will consist of

- a. Associate Dean for Admissions (was previously ADSA, removing that position from the committee will keep the ADSA in a student support role)
 - b. Associate Dean for Preclinical Education
 - c. Associate Dean for Clinical Education
 - d. Associate Dean for Diversity, Equity and Inclusion
3. Change in Investigative Process
 - a. No students will serve on the investigating committee, to preserve student privacy at this stage.
 4. Delay of Academic Progress and/or Separation - within the Professionalism Policy, it had stated that if a student was asked to delay progress and/or separation, it would need to go to APC as they were the only body that could make this decision. Now PSCB and APC both can decide on delay of academic progress and/or separation.

Discussion – There was concern about the Associate Dean for Admissions being on the 4-member review committee because of her dual role as an on-doctoring course leader. The Associate Dean for Assessment Quality and Accreditation (ADAQA) volunteered to be on the review committee.

Helen Thomason made a motion to approve the changes with modification to replace the Associate Dean for Admissions with the ADAQA. The motion was seconded by Leah Matthew. The motion passed with 1 not in favor.

3. **Revising SubI Objectives** – Dr. Campbell Levy

- SubI Objectives revised to include inpatient and outpatient experiences where the original objectives included outpatient experiences

Barbara Homeier made a motion to approve the revised SubI objectives. The motion was seconded by Vin Pellegrini. The motion passed with 1 abstaining.

4. **Subcommittee Charges** – Dr. Meredith Sorensen

Barbara Homeier made a motion to approve the Phase 1, 2, 3 and LC Subcommittee Charges. The motion was seconded by Abby Keim. The motion passed with 2 abstaining.

Old Business

1. **CITI Training Discussion** – Dr. Sonia Chimienti, Dr. Tim Gardner, Scottie Eliassen

LCME finding – Unsatisfactory on element 7.3 Scientific Method/Clinical/Translational Research. The information provided by the school did not include evidence that all students were introduced to the scientific and ethical principles of translational research.

Proposal -

- Include **CITI training** as a **graduation requirement** at Geisel, recognizing the importance of the content, which complements our existing curriculum in human subjects research/clinical/translational research/ethics in research. Requirement would be for **Class of 2027 onwards**.
- Recognizing that the training is required for research at DC and DH, and that many students begin to engage in research soon after arrival, we will **facilitate completion as pre-matriculation item** – make the modules/access available to incoming students beginning July 1, annually, ask students to complete by the end of Orientation
- Recognizing our commitment to the material, we will ask Phase 1CC to look at the courses, where we might “revisit” content/modules and include assessment questions; to bring the connection to the material we are teaching
- For classes of 2023-2026, we will make the training available to them to take on their own, recognizing that many have completed it
- We will create a process by which students can upload their certificate to a database/platform, overseen by student affairs

Discussion

- Will the proposal cover both DH or Dartmouth College standards? Student would complete the DH modules and DC modules that aren't included in the DH training.
- The training expires in 3 years so it will expire by graduation. Students can do a refresher, easier to complete and they would get a reminder that it is expiring.
- Longer period for completion – change the completion date to before the M2 year starts.

Helen Thomason made a motion to approve the CITI Training Proposal with an extension to the completion date (before the M2 year begins). The motion was seconded by Kelsey Plona and Maureen Boardman. The motion passed with 1 abstaining.

New Business

1. LCME Site Visit Update – Paul Weissburg

- LCME visit is scheduled for January 23rd-25th
- Final briefing book has been submitted to the LCME
- Mock Site Visit strengths
 - Highly professional team, knowledgeable about the school, the medical education program and the students.
 - Triangulation of information
 - Impressed with action of school to address issues
 - Mutual respect between students and faculty
- Areas of focus in final weeks
 - Technology and presentation
 - Content knowledge across all elements

2. Phase Review Update - Paul Weissburg

Proposed Review Schedule	
Phase 2 Review (Class of 2024 data)	Summer 2023
LC "Phase" Review	Summer 2023
Phase 3 Review (Class of 2023 data)	Late Fall 2023
Full Curriculum Review (Class of 2024 data)	Summer 2024
Phase 1 Review	2025
Phase 2 Review	2026
Phase 3 Review	2027
Full Curriculum Review	2028
Phase 1 Review	2029

Ongoing Business

- Policy/Bylaws/Pathways working groups

Future Meetings

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

- January 18th, 2023
- February 15th, 2023