

Meeting Date: February 15th, 2023
Time: 4:00 – 6:00 p.m.
Meeting Location: Zoom
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	Guthiknoda, Kiran (Department of Anesthesiology)	X
Saunders, James (Clinical-Surgery)	X	Sorensen, Meredith, Chair (Clinical-Surgery)	X	Thompson, Rebecca (Clinical – Neurology)	X		

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	0	Gil Diaz, Macri	0	Maosulishvili, Tamar	X	Thomason, Helen	0
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Year 3

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

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

Emiliani, Francisco	0	Zipkin, Ronnie	X	Marshall, Abigail	X	Reiner, Timothy	X
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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)	0
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Eastman, Terri (Preclinical - Director, Preclinical Curriculum)	0	Eidtson, Bill (Director, Learning Services)	0	Fountain, Jennifer (Assessment)	X	Holmes, Alison (Associate Dean, Student Affairs)	X
Jaeger, Mikki (Registrar)	0	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)	X	Mullins, David (Associate Dean, Biomedical Science Integration Chair, Geisel Academy of Master Educators)	X	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)	X	Shaker, Susan (Preclinical- Manager)	X
McBride, Lisa (Associate Dean, Diversity, and Inclusion)	0	Weissburg, Paul (Associate Dean, Evaluation and Assessment)	X	Levy, Campbell Phase 3 Director	0		

**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)

Alex Rich, Associate Registrar	Marilyn Ndukwe, M4	Maura Dore, M4	
Thomas Thesen			

Call to Order

Meredith Sorensen, MD Chair – Medical Education Committee

Meredith Sorensen, called the meeting to order at 4:01.

Approval of Meeting Minutes

Meredith Sorensen, MD

Approval of December 2022 meeting minutes.

Chris Thomson made a motion to approve the December 2022 MEC meeting minutes. The motion was seconded by Leah Matthew. The motion passed by a unanimous vote.

Announcements

Meredith Sorensen, MD

1. **Phase Review Schedule** – was approved via an electronic vote last month.
2. **Subcommittee Update** – the Phase 1, 2, 3 and LC Subcommittees have all had their first meetings and are working on setting up standing meeting times.
3. **Student MEC (SMEC)** – will have its first meeting is Feb. 15. The group was created as a part of student government in order to help connect students involved in academics at Geisel. Members include: student government Chairs of Academics, MEC reps, MEC subcommittee members, Ex-Officio members. The SMEC aims to get to know each other, hear about what each group is working on and streamlining and supporting different education initiatives.

Student Issues & Feedback

No student issues were brought to the meeting.

Consent Agenda

Nothing on the consent agenda for this meeting.

Old Business

1. Policy Updates/Revisions (PSCB) – Dr. Sonia Chimienti

Dr. Chimienti presented 4 Modifications to the PSCB Policy -

- Including a specific section about **Conflicts of Interest** (LCME mentioned being more explicit about this throughout the policy). Below is the statement added to the policy-
 - Resolving any Potential Conflicts of Interest - *At each stage of the investigation, the identified student will have the opportunity to review the names of the members selected for roles in investigations and conduct hearings. This includes the members of the Review Committee and those selected for the Investigating Committee and PSCB Hearing. The*

ability for a student to review names and bring forward concerns regarding potential conflict of interest (COI), based on personal interactions or relationships, is present throughout the process and is stated explicitly in the policy below. The student may bring forward concerns about potential COI to the senior associate dean for medical education (SADME) or the Chair of the PSCB. The concern about COI will be evaluated and resolved. COI is defined in accordance with the Dartmouth College/Geisel School of Medicine faculty grievance policies.

- **Allowing Coaches and On-Doctoring Mentors to be on the PSCB panel.** The coach or On-Doc Mentor will reclude themselves if it is their student. On-Doctoring Course Directors and the Coaching Program Directors will not be allowed to be on the PSCB panel.
- **3 of the 4 members of the 4-member Review Committee will constitute a quorum** – solves any conflicts of interest with a review committee member. This Review Committee (Associate Dean for Preclinical Education, Associate Dean for Clinical Education, Associate Dean for Assessment, Quality and Accreditation, Associate Dean for Diversity, Equity and Inclusion) will have a standing meeting.
- **Faculty Term Limit** – Faculty will now have a 4-year term limit. For the first cycle, the terms of the appointed members will be 4, 5 & 6 years for each third of the PSCB panel.

New Business

1. Pediatrics Clerkship Review – Dr. Leah Matthew, Dr. Frances Lim-Liberty & Dr. Marc Hofley

The Pediatrics Clerkship is completed during Phase 2 and is an 8-week long clerkship. Dr. Leah Matthew reviewed the clerkship strengths and MEC recommendations. Dr. Lim-Liberty and Dr. Hofley reviewed the course leader action plan.

MEC Recommendations	Course Leader Action Plan
Didactics - Continue work on making these more interactive	Didactics - we are grouping virtual sessions and in-person sessions for specific days. Encouraging lecturers to use clinical cases as discussion points.
Organization - Continue to streamline announcements/assignment notifications. Consider having everything up front at the beginning of the rotation and in one place only to avoid inconsistencies.	Canvas - ongoing process of streamlining our weekly announcements with links to Canvas for greater detail; cleaning up Canvas site to be more intuitive
Emphasize to students upfront, in clerkship orientation session during Year 2 and in individual clerkship orientations that this is primarily an outpatient focused clerkship (as is most of pediatrics health care) and that the limited time on inpt services during this clerkship is intentional.	Orientation - emphasize that Pediatrics is mostly outpatient medicine; updated slides for the phase II lottery.
Assignments - Consider reconfiguration of H&P assignments as students feel that they being graded on something they aren't practicing and which may not be applicable to what they are being asked to do on the wards.	Assignments - being reviewed and updated to better assess the learners critical thinking as the main focus
Consider creating assignments that require students to do X number of UWorld questions independently . (Example from OB/GYN and/or practice shelf from surgery) and / or integrate a small number of board style questions to any relevant didactics that are given.	Will make NBME practice exam mandatory and included in grading
Essential Skills & Conditions: Add screening (able to ask questions) for concerns about anxiety & depression to essential skills and conditions checklist	Will add anxiety and depression screening to essential skills and conditions checklist
	Will Add to Essential Skill list obtaining a sexual history in an adolescent well visit
Review grading schema with GAOC prior to start of next academic year to discuss if modifications are warranted.	Grading - rubric being reviewed and revised. It will be reviewed with GAOC.

Vin Pellegrini made a motion to accept the Pediatrics Clerkship Course Leader Action Plan as presented, Seconded by Candice Black. The motion was passed with 1 abstaining.

2. Contact Hour Petition GI, Metabolism & Nutrition Course – Dr. Larry Myers

- Petition Details – Add 4 contact hours for 2 sessions, a culinary and endoscopy suite visit, both 2-hour sessions. The petition is to park those hours in weeks with 24 hours or less and let students sign up for the slots in any available week.
- Discussion
 - Course leaders could delete other content to account for those 4 contact hours.
 - We want the curriculum inventory to reflect that it is only 4 contact hours, not count it for every week.
 - The GI course is currently under their prescribed amount of hours.
 - MEC rule – in a particular block you need to average 24 hours, not allowed to go over 26 hours in a week.
 - Making this exception goes directly against what we have communicated to the LCME on making efforts to improve the amount of unscheduled time in Phase 1.
 - Can there be flexibility for students who go over the contact hours to work with course director to not attend a required session. This would need to be session dependent and only for GI course, not other courses within block.
 - If we make an exception here, how do we control for this if it comes up with different course/in different blocks?
 - Count these hours in a different way? Make this session optional?
 - In the LC nutrition objective – there is no other way for student to meet this objective other than attending this session.

Chris Thomson made a motion to accept the petition with the caveat that students can work with the course director to adjust contact hours to be under the maximum (26 contact hours) if they choose for that given week, Seconded by Marc Hofley. The motion was passed with 1 not in favor and 1 abstaining.

3. Proposed Curricular Modifications Protocol – Dr. Meredith Sorensen

- Protocol Details –
 - The purpose of this protocol is to provide guidelines for the process for approval of curricular modifications from minor to major adjustments.
 - The idea is for the MEC to have awareness but not to be bogged down in every decision.
 - Protocol is a working draft, doesn't need to be voted on.
 - The protocol is adopted from another medical school, may need to modify to make it work for Geisel.
- Discussion
 - Under classification of curricular modifications – change wording from periodic modifications to minor modifications.
 - Create a template for presenting changes (Pro-Con-Pro format) to ensure all sides are presented.
 - Create some type of Appeal Policy
 - Could we include all decisions on modifications in the consent agenda to keep some type of checks & balances system?

Ongoing Business

- MEC Working Groups

Future Meetings

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

- March 15th, 2023
- April 19th, 2023
- May 17th, 2023