

Meeting Date: August 16, 2023
Time: 4:00 – 5:00 p.m.
Meeting Location: Zoom
Approval: September 20, 2023
Recorded By: Nancy Barbour

Attendance

Present = X, Absent = 0

Faculty Voting Members

Sorensen, Meredith, Chair (Clinical – Surgery)	X	Chamberlin, Mary (Clinical - Medicine)	X	Hofley, Marc (Clinical – Pediatrics)	X	Matthew, Leah (Clinical – Family Medicine)	X
Black, Candice (Department of Pathology and Laboratory Medicine)	X	Crockett, Sarah (Clinical – Emergency Medicine)	X	Homeier, Barbara (Preclinical – Pediatrics)	X	Pellegrini, Vin (Department of Orthopaedics)	X
Boardman, Maureen (Preclinical & Clinical – Family Medicine, Community Preceptor Rep)	X	Guthiknoda, Kiran (Department of Anesthesiology)	X	Lee, Michael (Department of Medical Education)	X	Thompson, Rebecca (Clinical – Neurology)	0
Cstellano, Juliana (Clinical – Pathology)	X	Hartford, Alan (Clinical – Medicine)	X	Marshall, Alison (Clinical – Emergency Medicine)	X	Thesen, Thomas (Department of Medical Education)	X

Student Voting Members

Year 1

TBD		TBD		TBD		TBD	
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Year 2

Hernandez, Eli	X	Li, Kevin	0	Pfaff, Mairead	X	Plona, Kelsey	0
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Year 3

Fong, Justin	X	Gil Diaz, Macri	0	Maosulishvili, Tamar	0	Thomason, Helen	0
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Year 4

Carhart, Briggs	0	Fitzsimmons, Emma	0	Thomson, Chris	X	Xu, Jane	0
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MD/PhD

Emiliani, Francisco	0	Zipkin, Ronnie	X	Marshall, Abigail	0	Reiner, Timothy	0
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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)	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 (Associate Dean, Health Sciences & 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)	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)	0	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	0		

Student Non-Voting Members

Diversity and Inclusion & Community Engagement (DICE)

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Vice Chairs for Academics – Student Government

Cheema, Amal	X	Gil Diaz, Macri	0				
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Former MEC Student Members – Student Government

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Guest(s)

Bikaran, Matin (M1)	Darling-Mena, Addie (M1)	O'Brien, Wade (M1)	Otieno, Meave (M4)	Zaghlula, Noor (M1)
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Call to Order

Meredith Sorensen, MD Chair – Medical Education Committee

Meredith Sorensen, called the meeting to order at 4:03 pm.

Announcements

Meredith Sorensen, MD

1. **Welcome new MEC faculty members** – Leah Matthew (Family Medicine, 2nd term), Marc Hofley (Pediatrics, new role: Faculty Council Liaison), Juliana Castellano (Pathology, new member), Michael Lee (Medical Education, new member), Alison Marshall (Emergency Medicine, new member), and Thomas Thesen (Medical Education, new member).
2. **Phase 2 and 3 Student Subcommittee Members** – Students endorsed for referral to MEC: P2CC: Noah Huizenga (new member), Rich Rosato (new member), Christina Sierra, Emma Fitzsimmons. P3CC: Liah D’sa (new member), Constance Fontanet, Dan Denson, Emmalynn Moore
3. **Phase and Course Reviews Upcoming** – The Phase 2 review is coming up in September. Data on the Longitudinal Curriculum will be presented for discussion in October. Phase 3 review is to follow TBD in the near future. Multiple course reviews will be presented in the months ahead.
4. **Scheduling Winter Meetings** – A poll will be forthcoming to reschedule the December MEC meeting from the 22nd to the 15th.

Approval of Meeting Minutes

Meredith Sorensen, MD

Approval of May 2023 meeting minutes.

Vincent Pellegrini made a motion to approve the June 2023 MEC meeting minutes. The motion was seconded by Candice Black. The motion passed.

Student Issues & Feedback

- No Student Issues & Feedback

Consent Agenda

- No Consent Agenda

Subcommittee Updates

- No Subcommittee Updates

New Business

1. **Calendar 2024-2025** – Dr. Alison Holmes & Mikki Jaeger
 - Mikki Jaeger presented an overview of the work of the Calendar Committee.
 - Goal is to get to a “steady state” with a predictable calendar schedule year to year.

- Registrar reports the begin and end term dates: these are reported to government, financial aid, and are unchangeable once reported.
- Alison Holmes reported status of calendars by phase: Phase 2 and 3 are already relatively stable. Phase 1 has varied; start dates have diverged from national norms, which typically start in August and end around Memorial Day at the end of May.
 - Our Phase 1 has extended into June, which interferes with student summer research opportunities.
- Roshini Pinto-Powell noted that standardizing the calendar will help planning for students, faculty, and staff.
- Virginia Lyons presented the proposed Phase 1 schedule, which has been presented to Course and LC Leaders.
 - The proposed Phase 1 schedule is more consistent with peer institutions. It will also allow more time for students who wish to participate in research programs, as well as those who need to schedule retest exams in the summer.
 - Faculty expressed concerns about the impact on course schedules and content, particularly for the longitudinal courses. Some speculated that the burden of lost hours would fall disproportionately on Block 4.
 - Solutions proposed included: adding sessions on Monday/Tuesday of Thanksgiving week; trimming part of spring break, esp. since service-learning programs will no longer be concentrated during that week, but will be available throughout the year; taking advantage of the reduction of hours resulting from restructure of P&P course; strategic rearrangement of content to spread loss of hours more equitably across the curriculum.

Discussion:

- Michael Lee noted that the changes to the calendar provides impetus to revisit redundancies in the curriculum and improve quality of instruction.
- Roshini Pinto-Powell acknowledged the collaborative spirit among those engaged in this discussion and praised the effort to unite around a common goal.
- Sonia Chimienti observed that the primary driver for these changes was to facilitate student engagement with national research organizations when they are accepted into such programs, as well as to better align Geisel's calendar with peer/national institutions. These changes may also foster greater collaboration among public health, public policy, and medical education programs to engage in broader national/global efforts to address social determinants of health.
- Alison Holmes said that we can work on communication strategies to encourage students to arrive early and get them better prepared to begin orientations.
- Thomas Thesen asked if the proposed calendar would improve alignment with other programs like QBS, the new Health Sciences Administration program, as well as MPH.
- Virginia Lyons described the proposed calendar impact on holiday/break time. The committee determined that having a longer summer break would offset the shortened breaks during the academic year. She clarified that there would continue to be a break between blocks 3 and 4 for M1s, and between blocks 5 and 6 for M2s.

- John Dick gave a brief introduction to the Phase 2 and 3 calendars, which have not changed substantially from last year, and will continue to follow the 6- and 8-week clerkship cycles. The major change to the Phase 3 calendar is to have six 4-week blocks scheduled before students send out applications in September. This should give students more time to complete Step 2 and Sub-Is before residency applications are due.
- Mikki Jaeger presented the term dates that the Registrar's office reports to Dartmouth College.

Additional comments:

- Sonia Chimienti thanked the committee for their work and course leaders for their feedback. She described the long-term, organic process of conversation across Geisel that has led to the current calendar proposal and discussion.
- Meredith Sorensen announced that the calendars will be brought back for approval at the MEC meeting on September 20. Committee members should review the proposed calendars in advance and raise any questions, issues, or concerns before that meeting.

Meeting Adjourned

- The meeting was adjourned at 4:57 p.m.

Ongoing Business

- Policy working group
- MEC Bylaws/Charge working group
- Phase 2 Review
- Phase 3 Review
- LCC Review

Future Meetings

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

- September 20, 2023
- October 18, 2023
- November 15, 2023
- December meeting to be rescheduled