



GEISEL
— SCHOOL OF —
MEDICINE
AT DARTMOUTH

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To: Members of Medical Education Committee
From: David W. Nierenberg
Subject: Minutes - Meeting held Tues., June 19, 2012 - 4:00 to 5:30 pm, Borwell 758W

Voting Members Present: Rich Comi, Matt Crowson (Year 3), Scottie Eliassen, Aniko Fejes-Toth, Sarah Johansen, Carolyn Koulouris (Year 3), Tim Lahey, Hal Manning, Dave Nierenberg, Todd Poret, Virginia Reed, Richard Simons (incoming chair), and Eric Shirley,
(n = 13)

Voting Members Absent: Jessie Bay (Year 2), Ken Burchard, Kathleen Chaimberg, Ben Colby (Year 2), Tom Finn (Year 4), Victor Laurion (Year 1), Virginia Lyons, Greg Ogrinc, Judy Rees, Krina Shah (Year 1), and Jonathan Zipursky (Year 4).
(n = 11)

Guests and Non-Voting Members: Ann Davis, Diane Grollman, Geoff Noble, Brian Reid, Cindy Stewart, and Kalindi Trietley.
(n = 6)

Scheduled Meetings:

Sept. 20	Oct. 18	Nov. 15	Dec. 20	Jan. 17	Feb. 7*	Mar. 20	Apr. 17	May 22*	June 19
Borwell 758	Borwell 758	Remsen 221*	Borwell 758	Borwell 758	Aud G*	Borwell 758	Borwell 758	Aud A*	Borwell 758

* Denotes change from original schedule.

I. Introduction of Members and Explanation of Membership:

Because Dr. Simons, the incoming chair of the Medical Education Committee, was present, all members and guests introduced themselves and Dave Nierenberg explained the different levels of membership and how new members have been identified and approved in the past.

II. Discussion of Issues Regarding LCME (Years 3 & 4):

Dave Nierenberg reported that the LCME has written 47 standards in their self-study for medical education and that each of these standards include multiple questions. (The Geisel School only has to respond to about 40 of the standards as the remaining 7 pertain to situations that involve a separate campus.) Through his work on the database, Dr. Nierenberg has identified multiple areas in which Geisel is not currently in full compliance and is proposing some actions to correct them. Years 1 and 2 were discussed at the May meeting. Dr. Nierenberg reviewed the areas in Years 3 and 4 (see attachment) and, after a brief discussion, it was decided that the issues should be forwarded to the clerkship directors with a request for them to respond as to how they are addressing the issues. Dave Nierenberg will revisit the issue again at the July meeting.

III. Report and Vote on Changes to Family Medicine Essential Skills:

Family Medicine requested two changes to their Essential Skills Requirements. They are:

- A. To reduce the number of HEENT exams required from 40 to 30; and
- B. To reduce the number of counseling for shared decision making encounters from 5 to 4.

The membership voted unanimously to approve these changes for the Family Medicine clerkship.

IV. LCME Competency Domains and Geisel Compliance:

Dave Nierenberg reported that, in preparation for the LCME reaccreditation process, Rand Swenson and Brian Reid surveyed course and clerkship directors to determine how and where competency domains are being covered (For results, see attached document "6 ILIOS Report.") He added that by knowing where the shortfalls are and acting on them, it sends a clear message to the LCME that Geisel School respects the competency domains as requirements and the school is working to fulfill them. Dr. Simons added that the results will also aid in the formation of the new curriculum.

V. Discussion of New Guidelines for Clerkships Regarding Feedback and Grading:

In response to a letter written to Dr. Nierenberg, Dr. Shirley, and Dr. Harper from Matt Crowson and Carolyn Koulouris, dated April 25, representing students in Year 3, and also growing out of the discussion at the May 2012 CECD meeting, Dave Nierenberg presented a draft of possible guidelines from the MEC regarding feedback and grades provided during clinical rotations (see attached document). Discussion ensued that included the following points:

- A. Failure to provide feedback at appropriate intervals can seriously affect students' grades and progress.
- B. Can feedback and grading be standardized without micromanaging clerkships?
- C. Could more formal written feedback be used (especially for preceptors who have little time to meet in person)?
- D. Quality feedback varies by preceptor personality and departmental culture. Could faculty development help to standardize protocols?

Further discussion was tabled with plans for revisiting at a later meeting.

VI. Agenda for July 17 MEC Meeting:

- A. Dean's Charge to Medical Education Committee – Dr. Simons
- B. iPad initiative – Dr. Fall
- C. Lecture capture policy for Year 1 – Drs Simons and Fall
- D. MEC and subcommittee proposal – Dr. Simons
- E. Course review process – Dr. Simons
- F. Curriculum redesign update – Dr. Lahey
- G. Report on review of ICE clerkship – Eric Shirley