



MEDICAL EDUCATION COMMITTEE (MEC) MEETING

TUESDAY, JANUARY 21, 2014
4:00 – 6:00 PM DHMC
AUDITORIUM D

MINUTES

Voting Members		Voting Members		Non-voting Members		Non-voting Members	
Abdelghany, Mazin T.	--	Johansen, Sarah G. (Chair)	X	Comi, Richard	--	Lyons, Virginia T.	X
Ahmed, Yashi	X	Madden, Dean R.	X	Cousineau, Laura K.	--	McAllister, Stephen B.	--
Barnes, Jonathan A.	X	Manning, Harold L.	X	Davis, Ann J.	X	Noble, Geoffrey P.	X
Bay, Jessie	X	Nierenberg, David W.	X	Dick, III, John. F.	X	Reid, Brian P.	X
Black, Candice	X	Reed, Virginia A.	X	Eastman, Terri L.	--	Shoop, Glenda H.	X
Boyce, William	X	Rees, Christiaan A.	X	Fall, Leslie H.	X	Simons, Richard	X
Tiffany, Brazile, M	--	Shah, Krina S.	--	Grollman, Diane W.	X	Stewart, Cynthia L.	X
Burchard, Kenneth W.	--	Supattapone, Surachai	--	Hahn, Cynthia K.	--	Todd, Frances M.	--
Colby, Benjamin S.	X	Usherwood, Edward	X	Jaeger, Michele W.	X	Trietley, Kalindi E.	--
Freemantle, Sarah	--	Weinstein, Adam	X	Kidder, Tony	--	Eliassen, Scottie	--
Hyde, Robert	--			Lahey, Timothy	--	Hammond, Rachel (Admin. Support)	X

Guest(s)
Nicole Orzechowski

Present = X Absent = --

1. Call to Order – Sarah Johansen, MD

Dr. Sarah Johansen, Chair, called the meeting to order at 4:00 pm.

2. Approval of December's meeting minutes

Dr. Dean Madden made a motion to approve the December minutes. The motion was seconded by Dr. Virginia Reed. The motion passed by a unanimous vote.

3. Announcements – Sarah Johansen, MD and Richard Simons, MD

- **Budget** – Dr. Simons reported that Dr. Souba continues his commitment to curriculum redesign. As well, the president, and the college board of trustees remain interested in Geisel's curriculum redesign. Dr. Souba has asked Dr. Simons and Dr. Lahey to accompany him to numerous meetings with faculty and staff in various departments throughout January and February.
 - **Medical Education** had to target approximately \$600,000 across all budgets. Dr. Richard Simons was able to meet this target without impacting the quality of education for the students, which was the goal.
 - **Next year** there will be some restructuring in Admissions and Student Services this reorganization will save us approximately \$500,000 in essence we will be saving well over \$1 million dollars within Medical Education / Student Services. Essentially we are using this money to fund the curriculum redesign.
- **Responsibilities** – The second annual curriculum review will be held on February 28th 2014, at Dartmouth Hitchcock Medical Center in Auditorium G. The Office of Medical Education and the MEC need to regularly review not only the specific courses, but conduct a periodic examination of the components and the curriculum as a whole, which is the primary purpose of this annual review. Dr. Simons encouraged MEC members to attend this meeting.

4. Old Business – Sarah Johansen, MD

- **Course Review Format** – David Nierenberg, MD has done a tremendous job modeling the new format, and the intent is to adapt the new format for all future course/clerkship reviews.

5. New Business

- **Liaison Committee on Medical Education (LCME)** – Richard Simons, MD

Geisel School of Medicine received accreditation for a full, 8-year term, with no adverse actions. The next LCME survey is 2020/2021.

A Progress reports is due December 2014, which is before the new curriculum will be implemented. This means we cannot wait for the new Geisel program objectives. The assignment for the progress report is (1) to provide evidence that the 51 overall educational objectives and those of individual courses and clerkships are now linked, and (2) provide examples of how the overarching program objectives are being used to drive the evaluation of the curriculum, and achieve horizontal and vertical integration of curriculum content. This is an area that we need to pay attention to and keep on the radar. In the process of curriculum revision, there is a lot of attention paid to this. Much attention in the course and clerkship reviews is given to our objectives. Ideally a draft of the progress report will be presented to MEC by October 2014.

Non-compliance

- **IS-12 Inter-professional education (IPE)** - Students should have the opportunity to learn in environments with students enrolled in other health professions. Good news is Greg Ogrinc, MD, Director of Health Delivery Science course, is incorporating more inter-professional (IP) sessions with nursing students and Franklin Pierce physician assistant students. Additionally there is a plan to do more IP activities in the 4th year Health, Society and the Physician (HSP) course. On our most recent 2013 AAMC Graduation Questionnaire, Geisel students ranked higher than the national mean for the opportunities for IPE activities. Dr. Simons feels that Geisel is making good progress on this thanks to Dr. Ogrinc.
- **IS-16 Diversity** - The institution must have policies in place to achieve appropriate diversity among its students, faculty, and staff. The LCME cited us for the lack of a coordinated and systematic strategy to increase diversity of the faculty. Leslie Henderson has been assigned to work on this standard.
- **ED-1 Institutional Objectives** - The LCME found that while there are well-defined objectives, it is unclear

how these overarching objectives are used to design the course and clerkship objectives and learning outcomes. It is also unclear how the clerkship directors utilized the school wide objectives to develop the evaluation form. The clerkship directors have taken steps under Dr. Dick's leadership to craft a standard evaluation form that reflects the competencies.

- **ED- Comparability across sites (repeat citation)** – Efforts to collate data in clerkships began in 2010, but the analysis and an action plan to respond to differences across sites have yet to occur. John Dick, MD, and the clerkship directors are acting on this, and monitoring progress. Richard Simons, MD, suggests that John Dick, MD, bring quarterly with updates to the MEC.
- **FA-10 Annual Faculty Reviews** – Annual reviews with faculty members are not uniformly practice Leslie Henderson, MD is taken this a hold of this to make sure this happens in all departs each year.

Compliance with monitoring areas

- **ED-5A Active Learning** – Although there has been progress, pedagogy remains predominantly lecture based. Both Virginia Lyons, MD, and David Nierenberg, MD, are working with the course directors to provide more opportunities for active learning.
 - Provide a scheme and several examples showing an average week of the curriculum for years 1 & 2 indicating required contact time
 - How much time students are spending in class / lectures per week
 - Provide examples of active learning in the curriculum, which is really student directed learning
- **ED-24 Resident as Teachers** – Independent student's analysis raised concerns about resident preparation for teaching. A centralized program has just been initiated. Geisel must have an institutional program, and each department that has a required clerkship must be doing something to educate the residents in being good teachers.
- **ED-33, ED-35 Integrated Responsibility and Curriculum Review** – The MEC now has a codified process of reviewing courses; not all components and segments of curriculum have undergone review. The process does not contain a plan for periodic review of the components of the curriculum. Concerned that this process was put in place right before the LCME visit. LCME is looking for some acknowledgment that we are continuing to do this.
- **ED-38 Duty Hours** – Duty hour issues remain with a few clerkships. Notably, surgery, ob/gyn, and inpatient pediatrics issues are being addressed. According to the data from the students Geisel is in compliance with this standard.
- **MS-8 Pipeline Programs to Enhance Diversity** – We do have programs in place, though they are very early in the duration and we do not have a lot of outcome data.
- **MS-32 Student Mistreatment** – The AAMC GQ demonstrated a high level of student mistreatment. Geisel has implemented a number of programs to address this issue.

• **New Policies – Sarah Johansen, MD**

- **ED-5A Contact Hours & Independent Study** – The Geisel School of Medicine strives to promote a balance between scheduled classroom learning in a variety of formats, independent learning, and time for attention to personal health and well-being during the preclinical curriculum. Accordingly, each week of the preclinical curriculum should be structured to have a target of 25 hours per week of scheduled class contact time, but certainly no more than 28 hours per week of scheduled class time. The policy of the school is that in all courses for each of years 1 and 2, the required contact time should not exceed 25 hours per week, averaged over the entire term, and in no circumstances should it in any week exceed 28 hours

Dr. David Nierenberg made a motion to approve the ED-5A Contact Hours & Independent Study Policy. The motion was seconded by Christiaan Rees. Dr. Dean Madden, PhD made an amendment to change 27 hours to 28 hours. The motion passed by a majority vote. Two voters abstained.

- **ED-5A Active Learning & Lecture Time** – In an effort to promote a diversity of learning activities that are increasingly engaging for students, and to promote more active styles of student learning, each course should strive to limit traditional lectures to no more than 40-50% of the scheduled class time. The policy of

the school is that lectures must represent no more than 40% of total contact time over a given term, taking into account all of the courses of that term.

Dr. Harold Manning made a motion to approve the ED-5A Active Learning & Lecture Time. The motion was seconded by Dr. Dean Madden. The motion passed by a majority vote. One voter opposed. One voter abstained.

- **Health, Society, and the Physicians (HSP) Modified Course Objectives – Virginia Reed, PhD**

Documents were distributed to the members prior to the meeting for review.
Please see documents attached: Discussion by MEC followed.

Dr. Adam Weinstein made a motion to approve the Health, Society, and the Physicians (HSP) modified course objectives. The motion was seconded by Christiaan Rees. The motion passed by a unanimous vote.

Dr. David Nierenberg made a motion to approve the Health, Society, and the Physicians (HSP) modified course Action Plan. The motion was seconded by Dr. Harold Manning. The motion passed by a unanimous vote.

- **Y2 SBM/CT and MS Course – David Nierenberg, MD**

Documents were distributed to the members prior to the meeting for review.
Please see documents attached: Discussion by MEC followed.

Dr. Richard Simons has been very impressed with Dr. David Nierenberg's oversight of the SBM and the exams.

Dr. Virginia Reed made a motion to approve the Y2 SBM/CT and MS Course. The motion was seconded by Dr. Adam Weinstein. The motion passed by a unanimous vote.

6. Student Representative Comments

Things are going fairly well and as expected for the students. The term is dense, and the students are pretty stressed.

7. Other Business

- **Favorable Feedback**

- Proportion of discussion was much greater than in past meetings
- Agenda and time management (holding presenter to the time)
- Format for presenting course reviews is effective
- Members doing more work prior to the meeting appreciated
- Continue to prioritize an excellent education, in addition to responding to LCME citations
- Impressed with presenters and that there were a number of student suggestions that were acted upon
- Course review process has been a work in progress, and it's being refined. The course directors are getting the point of succinctness.

- **Suggestions**

- When someone votes no, can the members discuss why without putting that member on the spot
- Appreciated time sensitive vs. taking longer to vote on a motion
- Recommend members contribute to discussion prior to vote, when possible

8. Adjournment – Sarah Johansen, MD

Dr. Johansen adjourned the meeting at 5:50 pm.

9. Future Discussions

- Policy on student course preparation time
- Consideration of Pass/Fail for all electives
- MEC policy on Independent studies and Individual electives
- LCME: Vertical Integration Group - Culturally appropriate care to a diverse population
- Curriculum Redesign and MEC timeline – *Tim Lahey, MD*

10. Future Meeting Dates (Third Tuesday of each month, 4:00-6:00 pm)

- March 18, 2014
- April 15, 2014
- May 20, 2014
- June 17, 2014