MEDICAL EDUCATION COMMITTEE

MEETING MINUTES

Meeting Date: Tuesday, October 21, 2014
Time: 4:00 – 6:00 pm
Meeting Location: DHMC – Auditorium B
Approval: Tuesday, November 18, 2014
Recorded By: Alison D. Ricker

ATTENDANCE

<table>
<thead>
<tr>
<th>Voting Members</th>
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<th>Non-Voting Members</th>
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<tbody>
<tr>
<td>Barnes, Aaron (3rd Yr. Rep)</td>
<td>Morton, Stephanie (2nd Yr. Rep)</td>
<td>Cousineau, Laura (Library Sciences)</td>
<td>McAllister, Stephen (IS)</td>
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<tr>
<td>Black, Candice (Clinical-Pathology)</td>
<td>Nierenberg, David (Clinical-Pharmacology)</td>
<td>Dick. III, John (Yrs III, IV)</td>
<td>Noble, Geoffrey (PhD Rep)</td>
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<td>D'Agostino, Erin (1st Yr. Rep)</td>
<td>Rees, Christiaan (PhD Rep)</td>
<td>Eastman, Terri (On Doctoring)</td>
<td>Reid, Brian (IS)</td>
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<td>Freemantle, Sarah (Basic Science)</td>
<td>Sharma, Swapna (4th Yr. Rep)</td>
<td>Eliassen, Scottie</td>
<td>Shoop, Glenda (Academic Affairs)</td>
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<td>Hyde, Robert (Clinical-EM)</td>
<td>Siegel, Timothy (CPEB)</td>
<td>Fall, Leslie</td>
<td>Simons, Richard (SADME)</td>
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<td>Igberasa, Oluwayinka (3rd Yr. Rep)</td>
<td>Smith, Marietta (2nd Yr. Rep)</td>
<td>Grollman, Diane (Assessment)</td>
<td>Stewart, Cynthia (Library Sciences)</td>
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<td>Johansen, Sarah (Chair)</td>
<td>Usherwood, Edward (Basic Science)</td>
<td>Hahn, Cynthia</td>
<td>Todd, Frances</td>
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<td>Madden, Dean (Basic Science)</td>
<td>Weinstein, Adam (Clinical-Pediatrics)</td>
<td>Jaeger, Michele (Registrar)</td>
<td>Academic Support</td>
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<td>Manning, Harold (Clinical-Pulmonary)</td>
<td>Basic Science</td>
<td>Kidder, Tony</td>
<td>Student Advising</td>
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Guest(s) | Guest(s) | Guest(s) | Guest(s) |
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<tr>
<td>Bill Nelson (Curriculum – Ethics)</td>
<td>Judy Rees (Biostats Course Director)</td>
<td>Alison D. Ricker (Admin Support)</td>
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Present = X / Absent = -- / Excused = 0

1. Call to Order – Sarah Johansen, MD
Dr. Sarah Johansen, Chair, called the meeting to order at 4:06 pm.

2. **Approval of September’s meeting minutes – Sarah Johansen, MD**

   Dr. Dean Madden made a motion to approve the September 2014 minutes. The motion was seconded by Dr. David Nierenberg. The motion passed by a unanimous vote.

3. **Announcements – Sarah Johansen, MD**

   - Dr. Johansen expressed Dean Compton's apologies for being unavailable to attend today's meeting.
   - Dr. Johansen announced the appointment of Dr. Leslie Henderson as Associate Dean of Diversity.
   - Dr. Johansen announced pending Geisel Academy of Master Educator sessions:
     - October, Dr. Leslie Fall on integrating Basic Science into Clinical Education
     - November, Dr. Cochran on Shared Decision Making
     - December, Dr. Rothstein on Mentoring

4. **Old Business – Sarah Johansen, MD**

   - Dr. Johansen announced that she with Dr. John Dick and Michele Jaeger, Registrar are working on a process to apply for established as well as non-established electives.
   - Dr. Johansen announced that she, with Rachel Hammond are working with Geisel Computing to create a Sharepoint area for MEC document sharing.
   - Dr. Johansen announced that Geisel is in negotiations with a new Senior Associate Dean for Medical Education (SADME).

5. **New Business**

   - **Curriculum Development – Tim Lahey, MD**

     Dr. Lahey discussed the delaying of the Curriculum Redesign, sighting fiscal issues as a primary reason. He presented a series of power point slides (distributed to the group prior to the meeting) as he discussed the progress and good work that had been started with the original proposal. Throughout the presentation, Dr. Lahey asked questions of the group to determine next steps for the curriculum at Geisel. He noted that many of the topics originally determined to be added to the curriculum are being taught but many not currently align with the objectives posted in ilios which could be corrected with some rewording. He also explained that any decisions will need to be vetted as fiscally responsible and ideas that are cost neutral will be most appealing to Dean Compton.

     Dr. Johansen opened the discussion stating the role of MEC is to work with Geisel leadership striving to ensure collaboration, cross discipline engagement with specific themes, and inter-professional work. A request was made for methods to determine cost neutrality as many members do not know what expenditures would impact the budget. Several examples of cost neutral changes already implemented were shared; many have occurred in the On-Doctoring program.
There is a need to be strategic in the curriculum planning process to maintain cost neutrality in both finances as well as time requirements. The suggestion was made to include both parameters in the development process for new courses coming to the MEC for approval.

Dr. Tim Lahey also noted that MEC needs to look at the “long game” to implement courses that will enhance the overall curriculum and ensure integration of the basic sciences and clinical education.

- **Proposal for Curriculum Introduction in Academic Year 2015 – David Nierenberg, MD**

Dr. David Nierenberg started his presentation with a reminder that Dean Compton is interested in recommendations for curriculum modifications which are cost neutral and easily achieved. Dr. David Nierenberg used a power point presentation, which was distributed to the MEC members after the meeting on Wednesday October 22, 2014, to demonstrate his proposal. He listed several assumptions he was making during the planning process:

  - New curriculum is on hold for at least 3 years but implementation of the ELCS course is still anticipated for August 2015
  - There are budget issues
  - Some aspects of the new curriculum were exciting
  - There is a requirement that students on 25 hours of class time per week in the first two years of the program
    - 40% of that is spent in lecture based sessions
  - There are aspects of the new curriculum that students and faculty would like to see be implemented
  - The calendar will remain unchanged with Year 1 lasting 39 weeks, Year 2 will be 35 weeks, Year 3 clerkships and Year 4 courses maintaining their current schedules
  - Any course changes need the support and approval of MEC, the Dean and the faculty.

Dr. Nierenberg went on to list his goals for this proposal

  - Make the curriculum engaging and exciting for students and faculty
  - Incorporating the best ideas from the new curriculum into the current curriculum
  - Address issues identified for change by the LCME
  - Meet new topics required for the new generation of doctors
  - Recognize that our curriculum is excellent but there is room for continued quality improvements

His proposal was displayed (*slide 5 of power point presentation*) with 55 hours in the first year being devoted to these changes. He noted that the time modification request to the first year program would be 8% rather than the 40% in the original new curriculum proposal. He outlined one new course which would require a faculty vote before implementation; this new course would focus on the Healthcare Environment and incorporate topics such as ethics, resilience, art in medicine, leadership, teamwork... His proposal also demonstrates a vertical integration of the topics through all four years of medical school. He also noted that the use of PBL in year 1 would enhance the curriculum and would be cost neutral as the year 1 faculty are at least 50% Geisel funded, unlike the year 2 PBL tutors who are primarily DHMC employees. He maintains that this proposal would require no more than 10% FTE
budgetary support. He closed his presentation stating that MEC has an important role in the implementation of the Geisel curriculum.

Discussion: Due to time limitations and lack of access to the power point slides prior to the meeting, Dr. Sarah Johansen asked Dr. David Nierenberg if the slides could be distributed for review and be placed on the November agenda for a more indepth discussion. Dr. David Nierenberg agreed. Dr. Ed Usherwood voiced concern that the Year 1 courses would again be the group asked to give up time for the new programming and asked if aspects of the proposal could be introduced in the Year 2 curriculum. Dr. David Nierenberg reassured him that this curriculum would be seen throughout the Years 2-4 curriculum. Student members asked if these topics could be added to the Profession of Medicine course.

- Year 1 Biostat Epidemiology Course Review – Virginia Lyons, PhD

Dr. Virginia Lyons reviewed the Bio/Epi course recommendations and presented Dr. Judy Rees, the course director, for discussion of the action plan. The recommendations made are:
  o Session objectives in Ilios do not match those presented to students
  o Consider student suggestions
  o Consider how to meet educational needs of two student populations within the same program

Dr. Rees thanked the review committee for their suggestions and proposed the following action plan items:
  o Objectives will be updated in course materials to reflect those posted in Ilios
  o Review of lecture notes and lecture to ensure materials are the same
  o Lecture slides will be posted at least 24 hours in advance of the session
  o Lecturers will be asked to write on their slides at the podium rather than on the chalkboard
  o She will revise the power/sample size notes for clarity

She will bring the following points to her faculty for further consideration, discussion and implementation:
  o Adding a self-selected option for small group participation for those students with a background in the subject, i.e. a Journal Club discussion of a paper and its methods
  o Further determination of optional and mandatory small group sessions

Dr. Virginia Lyons opened the discussion commenting that Dr. Rees has preferred having the small group sessions as optional but understood the mandate from the Medical Education Committee to read that all small group sessions were required and thus split the groups by experience and expose to the course subject. With this change, Dr. Rees now prefers the mandatory attendance policy as the students are more engaged with the materials. Dr. Weinstein cautioned that stratification could be detrimental to the learners, while intermixed grouping would allow for peer teaching. Dr. Dean Madden also cautioned on allowing students to self-identify mastery with the subject as the learners may not actually be at the level required to proceed with the program. He also noted that the Journal Club should have metrics in place to demonstrate learning. Dr. Sarah Johansen asked if there is a national curriculum for biostats in health care; Dr. Virginia Lyons noted that this had been explored without resolution. She also stated that the Geisel Biostat Epidemiology curriculum is comparable to the listing in the NBME Step 1 brochure and this was as close as they could find to answer the question of curriculum requirements.
Dr. Johansen requested that approximately one month prior to the start of the course, Dr. Virginia Lyons and Dr. Judy Rees meet to re-review the course materials to ensure the implementation of the action plan items.

- **Site comparability report**
  Dr. Sarah Johansen state that Dr. John Dick was unable to attend this meeting but did forward a status report on the site comparability work which continues under his supervision, stating that an updated report is being prepared for the LCME report and will be distributed to the MEC when it is prepared.

6. **Student Report/Feedback**

The Year 2 student representatives had requested that the topic of mandatory classes be discussed at this meeting. However, they reported that the issue had been resolved. Further discussion resulted in a request from the students that the attendance policy be clear, concise and posted in an easily accessible location. They had spent a significant amount of time trying to find the policy on the website and in the student handbook. Dr. Dean Madden also pointed out that the definition of small groups has yet to be determined and noted that some small groups may contain as few as 6 students or as many as 25 students and the essence of mandatory may be different for the specific setting. Dr. Virginia Lyons read the policy and felt that while faculty may not add additional sessions as mandatory, the policy allows for faculty discretion for those listed to be mandatory or optional based on the subject matter or purpose of the session.

Mr. Philip Montana, Student Representative for Year 1, told the Committee that the survey, proposed at the September MEC meeting, had been distributed and a key finding denoted that the students feel that some classes are more appropriate in a lecture format rather than that of a flipped classroom.

7. **Adjournment – Sarah Johansen, MD**

Dr. Sarah Freemantle made a motion to adjourn the October 2014 meeting of the Medical Education Committee. The motion was seconded by Dr. Cathy Morrow. The motion passed by a unanimous vote.

Dr. Sarah Johansen, Chair, adjourned the meeting at 6:00pm.

8. **Future Business**

- Presentation: Health Care and Delivery Science vertical integration curriculum
- Discussion: Dr. David Nierenberg's curriculum proposal

9. **Action Pending**

- Distribution of Dr. David Nierenberg's power point slides for further discussion at November MEC meeting.
- Biostat Epidemiology course will be reviewed by Dr. Lyons a month prior to its start date to ensure action plan recommendations have been implemented.
- It was suggested to ask Dr. David Nierenberg if his power point slides could be shared with Dr. Greg Ogrinc and Dr. Brenda Sirovich prior to the Health Care
Delivery Science curriculum presentation to review for overlap or potential incorporation of some topics.

10. Future Meetings

*** Please note these meetings are on the 3rd Tuesday of each month, 4:00p-6:00pm

- November 18, 2014
- December 16, 2014
- January 20, 2015
- February 17, 2015