

MEDICAL EDUCATION COMMITTEE

MEETING MINUTES

Meeting Date: Tuesday, July 21, 2015
 Time: 4:00 – 6:00 pm
 Meeting Location: DHMC – Auditorium C
 Approval: Tuesday, August 18, 2015
 Recorded By: Rachel A. Hammond

ATTENDANCE

Voting Members		Voting Members		Non-Voting Members		Non-Voting Members	
Barnes, Aaron (4 th Yr. Rep)	0	Morton, Stephanie (3 rd Yr. Rep)	0	Chidawanika, Tamutenda (PhD Rep)		McAllister, Stephen (IS)	--
Black, Candice (Clinical-Pathology)	X	Nierenberg, David (Clinical- Pharmacology)	0	Cousineau, Laura (Library Sciences)	X	Noble, Geoffrey (PhD Rep)	--
D'Agostino, Erin (2 nd Yr. Rep)	0	Rees, Christiaan (PhD Rep)	--	Dick. III, John (Yrs III, IV)	0	Ogrinc, Greg (SADME)	X
Freemantle, Sarah (Basic Science)	X	Sachs, Marlene (Clinical-CPEB)	X	Eastman, Terri (On Doctoring)	--	Reid, Brian (IS)	X
Hyde, Robert (Clinical-EM)	X	Smith, Marietta (3 rd Yr. Rep)	0	Fall, Leslie	--	Shoop, Glenda (Academic Suppt. Srvs)	X
Johansen, Sarah (Chair)	X	Symonds, Lynn (4 th Yr. Rep)	X	Frew, Julia (SBM)	0	Swenson, Rand (LCME)	X
Manning, Harold (Clinical-Pulmonary)	X	Usherwood, Edward (Basic Science)	0	Grollman, Diane (Assessment)	X	(TDI)	--
Montana, Philip (2 nd Yr. Rep)	0	Weinstein, Adam (Clinical-Pediatrics)	X	Jaeger, Michele (Registrar)	X	Library Sciences	
Morrow, Cathleen (FC-Family Med)	0	Basic Science		Kidder, Tony (Simulation Lab)	--	Student Advising	
(1 st Yr. Rep)		Basic Science		Greg Ogrinc (CCD-Continuous Curriculum Dvlpt)	0	Hammond, Rachel (Admin. Support)	X
(1 st Yr. Rep)		Basic Science	X	Lyons, Virginia (Year I)	X		

Guest(s)	Guest(s)	Guest(s)	Guest(s)
Godreau-Crane, Mardi			
Nelson, Bill (VIG)			
Barlow, Charles (Metabolism Course Review)			

Present = X / Absent = -- / Excused = 0

1. Call to Order – Sarah Johansen, MD

Dr. Sarah Johansen, Chair, called the meeting to order at 4:02 pm.

2. Approval of June's meeting minutes – Sarah Johansen, MD

The minutes were not discussed at the July Meeting.

3. Announcements – Sarah Johansen, MD

- Dr. Johansen address the MEC memberships. Dr. Johansen also invited Dr. Mardi Crane-Godreau, Assistant Professor of Microbiology and Immunology, to join tonight's meeting.

Dr. Johansen has drafted a recruitment letter for Basic Science and Clinical members that was sent out to all Department Chairs, Course and Clerkship Directors last week. The goal is to have three members to bring forward to the Faculty Council in the next month.

4. Old Business – Sarah Johansen, MD

- **Attendance Policy: Preclinical Education – Greg Ogrinc, MD**

Scientific Basis of Medicine (SBM) has taken the MEC Attendance policy and has operationalized the policy that will bring consistency across years 1 and 2.

The following statement was proposed to add additional clarification to the attendance policy "Large group sessions may be required that contain a meaningful and substantial interactive component that is fundamental to the course. Required large group sessions must be pre-approved by the Year 1 or Year 2 Dean."

After discussion the MEC drafted the following state "Large group sessions may be given "required" status if pre-approved by Year 1 or Year 2 Dean.

It was suggested that definition/guidelines be provided to the students on what qualifies as required sessions and be consistent across years 1 and 2.

The MEC also added the following amendment to the Attendance Policy: "Attendance is required at the following types of sessions in the Geisel curriculum: small-group conferences, hands-on laboratory sessions, inter-professional sessions that bring either health care professionals or health professions students together, and session with patient participants."

See attachment(s).

Dr. Robert Hyde made a motion to approve the following amendment(s) to the Attendance Policy: "Large group sessions may be given "required" status if pre-approved by Year 1 or Year 2 Dean. "Attendance is required at the following types of sessions in the Geisel curriculum: small-group conferences, hands-on laboratory sessions, inter-professional sessions that bring either health care professionals or health professions students together, and session with

patient participants." The motion was seconded by Dr. Sarah Freemantle. The motion passed by a unanimous vote.

5. New Business

- **Year I: Metabolism Course Review** – Virginia Lyons, PhD and Charles Barlow PhD

This course occurs in the winter term of Year I. It currently has 61 curricular hours.

There are a few places of redundancy and the course directors will work with each other to make sure the topics are covered intentionally. The course needs to continue to reduce the lecture hours to meet the LMCE guidelines.

The faculty from this course will be meeting next week to start the planning for the upcoming year. A few agenda items include, discussion on how to reduce lecture hours in the course, to introduce a PBL module which will replace 4 hours of lecture hours.

It was identified during the recent Yr 2 SBM Endocrine course review and again in this Metabolism Review, that the important topics of Obesity, Diabetes and Lipid metabolism should be well coordinated through faculty collaboration, purposefully designed across the 4 yrs of medical school, with an eye to assuring that the students experience the curricular material at the relevant time in their education/training with intentional repetition and avoidance of redundancy. To that end, Dr Johansen asked Dr Barlow to work with Dr Kinlaw to hold a cross discipline session to review the objectives and current timing and content of this curriculum across the 4 years. Consider if a coordinated master 4 yr curriculum design on these topics could be clarified and communicated to assure intentionality and knowledge by all participants of what is taught and when.

Committee members suggested including faculty representation in this discussion from a broad constituency of invested disciplines to include but not limited to Biochemistry, Endocrine, pediatrics, psychiatry, Bariatric surgery, Patient Education(e.g. Mary Wood?). The MEC Staff will assist in identifying participants and coordinating a meeting lead by Drs Kinlaw and Barlowe. A report from Endocrine/Metabolism regarding this meeting and a Obesity/Diabetes/Lipid 4 yr curriculum overview for the MEC has been added to the action plan for this course.

See attachment(s).

Dr. Sarah Freemantle made a motion to approve the Year I: Metabolism Review and Action Plan. The motion was seconded by Dr. Adam Weinstein. The motion passed by a unanimous vote.

- **Year II: Pharmacology** – Candice Black, DO and Sarah Freemantle, PhD

This course occurs in the fall term of Year II. It currently has 33 curricular hours (plus the Final Exam and Narrative Assessment evaluation events)

The course objectives have been rewritten by Dr. Dave Nierenberg, the newer version will be added to the Syllabus in Canvas.

The drug list will be updated and consistent with the lecturers list, and to consider Pharm Cards.

Dr. Sarah Freemantle has been working on re-writing the test questions for the last 4 years.

See attachment(s).

Stephanie Morton made a motion to approve the Year II: Pharmacology Review and Action Plan. The motion was seconded by Dr. Harold Manning. The motion passed by a unanimous vote.

- **Membership** – Sarah Johansen, MD

A recruitment letter for Basic Scientists and Clinical members has been sent out to the Department Chairs, Course and Clerkship directors last week. At this time we are short members, with no additional memberships expiring until June of 2016. The current focus is for Basic Scientists.

Dr. Johansen has invited Mardi Crane-Godreau, PhD to meet the MEC members, she has shown much interest in joining the MEC.

Title

Assistant Professor of Microbiology and Immunology

Department

Microbiology and Immunology

Professional Interests

Mucosal immunology, effects of cigarette smoke exposure on innate immune function. Neuro-endocrine-immune system function and dysfunction.

As director of the of the DMS CSEAL Dr. Crane-Godreau manages the cigarette smoke exposure facility, supporting research in cancer biology, sudden infant death syndrome, cardiovascular, endocrine and immune system pathologies.

Dr. Crane-Godreau was asked to step out of the room while the group discussed the recommendations.

It is the MEC's understanding that the Faculty Council has asked the MEC to recruit and select new members for the committee who will be presented to the Faculty Council chairman for Faculty Council for formal approval.

Dr. Candice Black made a motion to approve the nomination of Dr. Mardi Crane-Godreau as a voting member for the MEC representing basic sciences. The motion was seconded by Stephanie Morton. The motion passed by a unanimous vote.

6. Adjournment – Sarah Johansen, MD

Dr. Sarah Johansen, Chair, adjourned the meeting at 5:26 pm.

Action Items:

1. Merged VIG's, Ethics and humanities/Cultural Awareness to return in next 1-2 months to MEC with update
2. Inventory of current Teaching in the areas of Ethics, Cultural awareness, narrative medicine, resilience, Health equity needs to be addressed by the merged VIG's
3. Definition of terminology provided by VIG's for continued work in the fall
4. Clearly stated objectives for each area to be prepared by the VIG's.
5. Report form Endocrine/Metabolism regarding Obesity/Diabetes/Lipid 4 yr curriculum design.

7. Future Business

VIG: professionalism/Interpersonal/Team/leadership/communication skills

8. Future Meetings

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

- August 18, 2015
- September 15, 2015
- October 20, 2015
- November 17, 2015
- December 15, 2015