## ATTENDANCE

<table>
<thead>
<tr>
<th>Voting Members</th>
<th>Voting Members</th>
<th>Non-Voting Members</th>
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<tbody>
<tr>
<td>Chidawanika, Tamutenda (MD/PhD Rep)</td>
<td>X</td>
<td>Rees, Judy (Basic Science - Epidemiology)</td>
<td>X</td>
</tr>
<tr>
<td>D’Agostino, Erin (3rd Yr. Rep)</td>
<td>--</td>
<td>Sachs, Marlene (Clinical - CPEB)</td>
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<tr>
<td>Huntington, Jonathan (Clinical-Medicine)</td>
<td>0</td>
<td>Smith, Marietta (4th Yr. Rep)</td>
<td>0</td>
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<tr>
<td>Johansen, Sarah (Chair)</td>
<td>0</td>
<td>Snow, Norman (Basic Science - Faculty Council)</td>
<td>X</td>
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<tr>
<td>Manning, Harold (Clinical-Pulmonary)</td>
<td>0</td>
<td>Weinstein, Adam (Clinical-Pediatrics)</td>
<td>X</td>
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<tr>
<td>Merali, Natasha (2nd Yr. Rep)</td>
<td>X</td>
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<tr>
<td>Montana, Philip (3rd Yr. Rep)</td>
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<tr>
<td>Morton, Stephanie (4th Yr. Rep)</td>
<td>X</td>
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<tr>
<td>Murray, Carolyn (Clinical - Medicine)</td>
<td>X</td>
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<tr>
<td>Nelson, Bill (VIG)</td>
<td>X</td>
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<tr>
<td>Nierenberg, David (Clinical-Pharmacology)</td>
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<tr>
<td>Ramos, Joshua (2nd Yr. Rep)</td>
<td>X</td>
<td>(1st Yr. Rep)</td>
<td>Reid, Brian (IS)</td>
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<tr>
<td>Rees, Christiaan (MD/PhD Rep)</td>
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<td>(1st Yr. Rep)</td>
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### Guest(s)

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<tbody>
<tr>
<td>Albright, Amanda</td>
<td>Sirovich, Brenda</td>
<td>Pinto-Powell, Roshini</td>
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Present = X / Absent = -- / Excused = 0
1. **Call to Order** – *Adam Weinstein, MD*

   Dr. Adam Weinstein, called the meeting to order at 4:03 p.m.

2. **Approval of August’s meeting minutes** – *Adam Weinstein, MD*

   Stephanie Morton made a motion to approve the August 2016 minutes. The motion was seconded by Dr. Carolyn Murray. The motion passed by a unanimous vote.

3. **Announcements** – *Adam Weinstein, MD*

   Dr. Sarah Johansen was unable to attend the August meeting, and has asked Dr. Adam Weinstein to facilitate the meeting.

   Dr. Adam Weinstein announced that a survey regarding duty hours has gone out to the second, third, and fourth years, and when the first years complete quizzes a version will be sent to them as well.

4. **Old Business**

   No topics to be discussed at this time.

5. **New Business**

   • **Year I: Patients and Populations Course Review** – *Virginia Lyons, PhD, and Brenda Sirovich, MD*

   The course occurs in all 3 terms of year 1. The course currently has 60 curricular hours. The course has not been previously reviewed since it is a new course.

   The overarching goal: By the conclusion of the course, students will be empowered with the knowledge, capabilities, and motivation to be effective, collaborative problem solvers and change agents, who go on to make a difference in the health of communities and populations, and advance the effectiveness and value of healthcare.

   Six high level objectives referred to as domains will be
   - Data
   - Context
   - Leadership
   - Systems
   - Communication
   - Synthesis

   Increased clarity and transparency in course structure, rationale, components, and how they fit together. It includes team improvement projects, and individual longitudinal projects will be embedded into the work.

   Dr. Virginia Lyons commented on the writing reflections in the winter term were a large complaint from the students. Dr. Brenda Sirovich confirmed that the winter term has been revised, but that she cannot guarantee that there will not be writing reflections at some point throughout the term.

   The leadership domain has been an ongoing discussion based on the meaning of leadership and has not been finalized. The name would be changed, but the content in the objectives would stay the same. Suggestion was to use the term professionalism or professional development.
See attachment(s).

Dr. Judy Reese made a motion to approve the Year I: Patients and Populations Course Review and Action Plan. The motion was seconded by Stephanie Morton. The motion passed by a unanimous vote.

- **Year I & II: On Doctoring Course Review** – Roshini Pinto-Powell, MD
  
  The course occurs in Years 1 and 2. It runs from August to June for 2 hours weekly for large group/small group sessions and every other week with a preceptor visit.
  
  It was last reviewed in June 2016.
  
  Course objectives have been updated based on the recommendations from the review committee.
  
  This coming year there will now be required sessions for GYN, GU, and Breast exams in year 2.
  
  See attachment(s).

Dr. Judy Rees a motion to approve the Year I & II: On Doctoring Course Review and Action Plan. The motion was seconded Natasha Merali. There was one abstention. The motion passed by a unanimous vote.

- **Site Comparability Report** – John Dick, MD
  
  See attachment(s).

6. **Adjournment** – Adam Weinstein, MD
  
  Dr. Adam Weinstein, adjourned the meeting at 5:10 p.m.

7. **Action Items**
   a. Set up VIG Addiction Medicine Meeting
   b. Poll current members about intention for second term
   c. Duty Hours-readress after survey complete-October
   d. Cardiovascular course director to consider effective training of 4th yrs to include assessment, establish a plan for sustainability
   e. Develop an ad hoc committee on GAM/IM/Family Medicine (Chairman, OME)

8. **Future Business**
   o Incorporate a question into course review format to provide opportunity for course director to anticipate future concerns regarding faculty staffing, course structure or function of their course.
   o Policy on Special Topics: Independent Electives
   o Residents as Educator – Review of current Education Structure
   o Inter-Professional Student Experience
   o Determinants of Health-objectives and how to access
   o Enrichment Electives
   o 4-year Curriculum Development
   o GAM/Internal Medicine/Family Medicine
   o Nutrition in the curriculum
9. **Future Meetings**

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

- October 18, 2016
- November 15, 2016
- December 20, 2016