

Meeting Date: Tuesday, June 20, 2017
Time: 4:00 – 6:00 p.m.
Meeting Location: DHMC – Auditorium F
Approval: Tuesday, July 18, 2017
Recorded By: Rachel A. Hammond

ATTENDANCE

Voting Members		Voting Members		Non-Voting Members		Non-Voting Members	
Ames, James (Clinical-Orthopedics)	X	Nierenberg, David (Pre-Clinical Year II Assoc. Director; Clinical-Pharmacology)	0	Albright, Amanda (Computing)	X	Ogrinc, Greg (Senior Associate Dean for Medical Education)	X
Chidawanika, Tamutenda (Student-MD/PhD Rep)	X	Ramos, Joshua (Student-2nd Yr. Rep)	0	Cousineau, Laura (Library Sciences)	X	Reid, Brian (Computing)	--
Crockett, Sarah (Clinical-Emergency Medicine)	X	Rees, Christiaan (Student-MD/PhD Rep)	0	Dick, III, John (Associate Dean, Yrs. III, IV)	X	Ross, Jonathan (Chair, Geisel Academy of Master Educators)	0
D'Agostino, Erin (Student-3 rd Yr. Rep)	X	Rees, Judy (Pre-Clinical-Epidemiology)	X	Duncan, Matthew (Assoc. Dean, Student Affairs)	--	Sharma, Swapna (Resident, DHMC)	--
Hanissian, Paul (Pre-Clinical- SBM Reproduction; Clinical-Obstetrics and Gynecology)	X	Robey, R, Brooks (Basic Science)	X	Eastman, Terri (Pre-Clinical Curriculum Director)	X	Shoop, Glenda (Learning Srv./Curric. Design & Evaluation)	X
Huntington, Jonathan (Clinical-Medicine)	0	Ronan, Lara (Faculty Council)	X	Eidtson, William (Director, Learning Services)	--	Swenson, Rand (LCME, Chair Dept Med Ed)	X
Kettering, Alexander (Student-1st Yr. Rep)	X	Sachs, Marlene (Community Preceptor Education Board)	X	Fountain, Jennifer (Year II Curric. Mng)	X	Hammond, Rachel (Admin. Support)	0
Manning, Harold (Pre-Clinical-Year II Co-Director, Pulmonary; Clinical-Pulmonary Medicine)	X	Saunders, James (Clinical-Surgery)	X	Frew, Julia (Pre-Clinical-Year II Co- Director)	X	Verma, Kanak (Student- Curriculum Review Task Force Rep)	
Merali, Natasha (Student-2nd Yr. Rep)	0			Jaeger, Michele (Registrar)	X	(Faculty Development)	
Montana, Phillip (Student-3 rd Yr. Rep)	X	Spaller, Mark (Basic Science)	X	Johansen, Sarah (Past Chair)	X	(TDI)	
Mullins, David (Basic Science)	X	Warren, Celestine (Student-1st Yr. Rep)	0	Kidder, Tony (Year I Curric. Mng.)	X	(Library Sciences)	X
Myers, Larry (Basic Science)	X	Weinstein, Adam (Chair; Pre-Clinical-Renal Physiology; Clinical – On Doc and Pediatrics)	X	Lyons, Virginia (Assistant Dean, Year I)	X		
Murray, Carolyn (Clinical-Medicine)	X	(Student-4 th Yr. Rep)		McAllister, Stephen (Computing)	--		
Nelson, Bill (Pre-Clinical and Clinical- Health and Values VIG)	X	(Student-4 th Yr. Rep)		Montalbano, Leah (Assessment & Evaluation)	X		

Guest(s)		Guest(s)		Guest(s)		Guest(s)	
Compton, Duane		Kaneko, Thomas					

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

1. Call to Order – Adam Weinstein, MD

Dr. Adam Weinstein, Chair, called the meeting to order at 4:00 p.m.

2. Approval of May's meeting minutes – Adam Weinstein, MD

Dr. Bill Nelson made a motion to approve the May 2017 minutes. The motion was seconded by Dr. Judy Rees. The motion passed by a unanimous vote.

3. Announcements – Adam Weinstein, MD

No announcements.

4. Old Business

No old business.

5. New Business**• Non-established Electives – John Dick, MD**

Non-established means it is an elective that is not offered here at Geisel. The students fill out a non-established elective application through the Registrar's office; these include clinical and non-clinical electives. Two years ago, the MEC voted to keep the review process the same, this is done by Dr. John Dick with the help of the Registrar's office.

To date, with non-established non-clinical electives, there must be a Geisel faculty member who sponsors the elective along with a medical school affiliation.

Dr. Dick is looking for direction regarding the non-established non-clinical electives where students are going to other schools, such as Tuck, Thayer and having a non-MD, non-Geisel faculty sponsor for these electives.

The MEC has decided that there is not a need to have a Geisel sponsor for these non-established non-clinical electives if they are done at other Dartmouth schools. Dr. Dick will continue to review the applications as in the past and will reach out to the MEC if questions arise.

• Year II: Kidney and Urinary Systems Course Review – Julia Frew, MD and Thomas Kaneko, MD

The course occurs in the third term of Year II. The course director is Dr. Thomas Kaneko. The course currently has 53 curricular hours and was last reviewed in November 2013.

Recommendations

- Revise Psychology of Illness session on Haiti with input from Health and Values VIG
- Add more practice questions and ensure they are similar in format and difficulty to final exam
- Consider adding a few questions to small group problem sets to address topics not currently covered in small group
- Coordinate diabetes material with SBM Endocrine
- Continue to coordinate closely with year 1 Renal Physiology course to optimize integration of material and avoid scheduling conflicts
- Some edits/additions to objectives to be inclusive of themes covered in the course including Imaging, Nutrition, and Pediatrics

There was also discussion around the course being called FEK over the years, but in the OASIS system the course is called SBM 212: Kidney and Urinary Systems. This causes confusion with the students when referencing the course, and should match the course title for approving the minutes.

See attachment(s).

Dr. Hal Manning made a motion to approve the approve the Year II: Kidney and Urinary Systems Course Review and Action Plan. The motion was seconded by Philip Montana. The motion passed by a unanimous vote.

- **Geisel Evaluation Oversight Committee** – *Leah Montalbano*

There are currently 10 members, and the committee is in the process of recruiting 1 or two student members.

The goal of the committee is to ensure the evaluation system at Geisel operates holistically across all four years, while enhancing utility, maintaining course and clerkship director autonomy, and upholding data integrity.

The committee has met three times and will continue to meet monthly.

Summary of decisions

- Incoming Year 1 students will be randomly assigned to review student course evaluation data at the end of each term for 1 course (with the exception of student who are assigned in Term 3- they will meet in the beginning of Year 2)
- “19” main course evaluations in year 1
- Roughly, 5 students in a group

Goals would include

- Experience with data analysis
- Professionalism
- Importance and process of evaluation

Comments

- Students feel there are too many questions so they will either not complete, or complete with inaccurate information just to get through quickly
- Fatigue due to multiple surveys, how to prioritize the surveys
- What happens with this data? How are the lines reviewed vs. annual and periodic?
 - Right now, the data is being given to the course directors

- **Curriculum Review Task Force** – *Adam Weinstein, MD*

Yellow highlighted areas are specific items that need to be discussed with the MEC. The Task Force is looking for a discussion with potential vote for approval on the principles.

This will be an active document used for guidance, that will allow the curriculum to be delivered with the utmost efficiency, quality, and flexibility, and evolve with changes in healthcare and healthcare education.

Approving the guiding principles document isn’t approving a new curriculum, What it is doing, is asking for the creation of models of curricular that meet these criteria that the MEC can look at and make approvals on.

Dr. Greg Ogrinc would like to acknowledge the amount of work and effort the Curriculum Task Force has put into this document.

There was productive discussion about the full set of principles. The MEC felt that there needed to be continued discussion and reflection on these. Dr. Adam Weinstein has asked that the members email him directly with any questions/comments/suggestions.

The next Curriculum Review Task Force meeting is Tuesday, July 11, 2017.

See attachment(s).

- **Attendance Policy Discussion – Group Discussion**

The pre-clinical office agreed to help with the enforcement for those students who show up late for the exam and/or other assessments.

See attachment(s).

Dr. Sarah Crockett made a motion to approve the Attendance Policy. The motion was seconded by Dr. David Mullins. The motion passed by a unanimous vote.

6. Adjournment – Adam Weinstein, MD

Dr. Adam Weinstein, Chair, adjourned the meeting at 6:00 p.m.

7. Action Items

8. Future Business

- 4th Year Curriculum Development – John Dick
- Consider Addiction Medicine Curricular Review vs VIG
- Update on Duty Hours
- Course Evaluations Process
- Curricular Review Task Force
- Bob Maue/Virginia Lyons to present in July 2017 meeting the findings of his Neurology course and discuss division into/from HAE III.

9. Future Meetings

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

- June 20, 2017
- July 18, 2017
- August 15, 2017
- September 19, 2017