## MEDICAL EDUCATION COMMITTEE
### MEETING MINUTES

**Meeting Date:** Tuesday, December 19, 2017  
**Time:** 4:00 – 6:00 p.m.  
**Meeting Location:** DHMC – Borwell 758W  
**Approval:**  
**Recorded By:** Rachel A. Hammond

### ATTENDANCE

<table>
<thead>
<tr>
<th>Voting Members</th>
<th>Voting Members</th>
<th>Non-Voting Members</th>
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<tbody>
<tr>
<td>Ames, James (Clinical-Orthopedics)</td>
<td>X</td>
<td>Murray, Carolyn (Clinical-Medicine)</td>
<td>X</td>
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<tr>
<td>Chidawanika, Tamutenda (Student-MD/PhD Rep)</td>
<td>--</td>
<td>Nelson, Bill (Pre-Clinical and Clinical- Health and Values VIG)</td>
<td>X</td>
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<tr>
<td>Crockett, Sarah (Clinical-Emergency Medicine)</td>
<td>0</td>
<td>Nierenberg, David (Pre-Clinical Year II Assoc. Director; Clinical-Pharmacology)</td>
<td>X</td>
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<tr>
<td>Hanissian, Paul (Pre-Clinical- SBM Reproduction; Clinical-Obstetrics and Gynecology)</td>
<td>X</td>
<td>Ramos, Joshua (Student-3rd Yr. Rep)</td>
<td>X</td>
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<tr>
<td>Huntington, Jonathan (Clinical-Medicine)</td>
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<td>Rees, Christiaan (Student-MD/PhD Rep)</td>
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<tr>
<td>Igberase, Oluyinka (Student-4th Yr. Rep)</td>
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<td>Rees, Judy (Pre-Clinical-Epidemiology)</td>
<td>X</td>
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<tr>
<td>Jaynes, Scott (Faculty Council)</td>
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<td>Robey, R, Brooks (Pre-Clinical)</td>
<td>X</td>
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<tr>
<td>Kettering, Alexander (Student-2nd Yr. Rep)</td>
<td>0</td>
<td>Sachs, Marlene (Community Preceptor Education Board)</td>
<td>X</td>
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<tr>
<td>Lindqwister, Alexander (Student-1st Yr. Rep)</td>
<td>X</td>
<td>Saunders, James (Clinical-Surgery)</td>
<td>X</td>
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<tr>
<td>Manning, Harold (Pre-Clinical-Year II Co-Director, Pulmonary; Clinical-Pulmonary Medicine)</td>
<td>X</td>
<td>Spaller, Mark (Pre-Clinical)</td>
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<tr>
<td>Merali, Natasha (Student-3rd Yr. Rep)</td>
<td>X</td>
<td>Stanko, Kevin (Student-1st Yr. Rep)</td>
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<tr>
<td>Montana, Phillip (Student-4th Yr. Rep)</td>
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<td>Warren, Celestine (Student-2nd Yr. Rep)</td>
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<tr>
<td>Mullins, David (Pre-Clinical)</td>
<td>X</td>
<td>Weinstein, Adam (Chair; Pre-Clinical-Renal Physiology, Clinical – On Doc and Pediatrics)</td>
<td>X</td>
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<tr>
<td>Myers, Larry (Pre-Clinical)</td>
<td>X</td>
<td>McAllister, Stephen (Computing)</td>
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### Guest(s)

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<tbody>
<tr>
<td>Shaker, Susan</td>
<td>Crockett, Andrew</td>
<td>Brown, Lin</td>
<td>Sorenson, Meredith</td>
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<tr>
<td>Wells, Wendy</td>
<td>Sirovich, Brenda</td>
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Present = X / Absent = -- / Excused = 0

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Approval Date: Tuesday, February 20, 2018  
Page 1 of 5
1. **Call to Order** – Adam Weinstein, MD

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

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

   Dr. Judy Rees made a motion to approve the November 2017 minutes. The motion was seconded by Josh Ramos. The motion passed by a unanimous vote.

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

   None.

4. **Old Business**

   None.

5. **New Business**

   - **Year I/II: Patients and Populations Course Review** – Rand Swenson, MD

     The course runs yearlong for both the 1 and 2-years.

     The year 1 course occurs in all three terms. The course director is Brenda Sirovich, MD. It currently has 60 curricular hours and has not been previously reviewed since it is a new course.

     The primary source of dissatisfaction related to numerous assignments that were not perceived as having high value and often fell during the time when the students had other large assignments due in other courses. The course assignments will be re-examined to ensure that the work required is relevant for developing essential skills and meeting course objectives. Course objectives were updated and shared with MEC for approval to reflect these anticipated changes.

     The year 2 course was very well perceived by the students. It is also an area where additional topics could be added. Lisa Adams, MD is the co-director. It has been evolving greatly since the evaluations have been done. The case series will continue, where each student is part of a team of 5-6 students. They meet as a team during class and focus on a specific topic (cases) in population health, healthcare and medicine.

     Peer feedback will only occur in year 2. Year 1 is going through enough changes, that it will be postponed for a year. It is important that the students know that this feedback will be shared.

     See attachment(s).

   Dr. David Mullins made a motion to approve the Year I/II: Patients and Populations Course Review. The motion was seconded by Dr. Carolyn Murray. The motion passed by a unanimous vote.

   - **Surgery Clerkship Review** – John Dick, MD

     The clerkship occurs in year 3. The clerkship directors are, Andrew Crockett, MD and Meredith Sorenson, MD. The clerkship is 8 weeks long and was last reviewed in February 2016.
Small group sessions ran as case based session. Asked to update with session objectives and creating the key take home points. This was requested at the last review. The first three bullets of the action plan will address this issue.

See attachment(s) for details of the course, its review, and the action plans anticipated.

**Dr. Judy Rees made a motion to approve the Surgery Clerkship Review. The motion was seconded by Dr. Paul Hanissian. The motion passed by a unanimous vote.**

- **Year I: Pathology Course Review – Virginia Lyons, PhD**

  The course occurs in the spring term of year 1. The course directors are Rand Swenson, MD and Wendy Wells, MD. The course currently has 47 curricular hours and last reviewed in October 2015.

  The students really enjoy the laboratory sessions, it was asked that this please be preserved. There will be an update to the clinical cases.

  The new schedule will break down into 4 blocks with 4 faculty for each block. This will include flipped classes, Clinical Pathology Conferences (including mimicking tumor board), Case-Based sessions and videos.

  There is overlap with other courses, they will work with these courses to decrease the redundancy and improve integration.

  Perhaps the course objectives could be re-written. Examples, look, describe, discuss, apply, explain... Dr. Swenson and Dr. Wells will continue to work on the wording.

  The committee discussed which course could teach students about the death certificate. This is currently done in this pathology course and touched on in epidemiology. This is a huge knowledge gap for our students and will be addressed in this course.

  **Student Feedback**

  The students have had discussion around how to incorporate health and values into this course. It would be nice to simulate tumor boards into this course.

  See attachment(s).

  **Dr. Judy Rees made a motion to approve the Year I: Pathology Course Review. The motion was seconded by Dr. Carolyn Murray. The motion passed by a unanimous vote.**

- **Year II: CT/Bone Course Review – Tim Lahey, MD**

  This course occurs in the fourth term of year 2. The course directors are Lin Brown, MD and James Ames, MD. The course currently has 39 curricular hours and was last reviewed in January 2016.

  Discussions around new opportunities for nutrition content and how to deepen the coverage of health and values material not just assigning it taking place. Will there be specific session objectives highlighting what this material is? Yes, there are many places where this could be added.

  The “new” course objectives will need to come back to the MEC prior to the course starting next year. The course directors are proposing a name change and this simply needs to be approved by the SBM directors and given to the registrar.
See attachment(s).

**Dr. Hal Manning made a motion to approve the Year II: CT/Bone Course Review with the exception of the course objectives. The motion was seconded by Dr. John Sanders. The motion passed with 1 abstention.**

- **Curricular Evolution Subcommittee Update** – Adam Weinstein, MD

  There is not a formal presentation today. Last meeting it was decided that more information was needed from all the stakeholders, students, course directors, course administrators and registrar. The committee is putting together a survey to get input on the work and models. Please be on the lookout for a survey.

- **Attendance Policy Update** – Adam Weinstein, MD

  **Current wording:**
  1. Attendance is required at all sessions that utilize teamwork and peer learning, including inter-professional sessions that bring either health care professionals or health professions students together. These sessions include small-group conferences, team- and case-based learning sessions, laboratory sessions, large-group discussion sessions, sessions with patient participants, etc., as defined by the individual courses.

  2. Variations in the policy for individual courses shall be made explicit to the students by course directors.

  3. Student concerns about attending sessions with patients should be discussed with the course director. These types of learning sessions are not recorded due to concerns about patient privacy.

  **Suggested changes:**
  1. Attendance is required at all sessions that utilize teamwork and peer learning. These sessions include small-group conferences, team- and case-based learning sessions, laboratory sessions, large-group discussion sessions and inter-professional sessions that bring either health care professionals or health professions students together.

  2. Variations in the policy for individual courses shall be made explicit to the students by course directors.

  3. **Sessions with patient participants are required.** Student concerns about attending sessions with patients should be discussed with the course director. These types of learning sessions are not recorded due to concerns about patient privacy.

  There was discussion around the terms “excused and unexcused” in the policy. It makes it feel punitive when getting an “unexcused” absence even when it is not necessarily meant to be punitive.

  The decision was to continue to discuss the policy and other aspects and potentially approve a revised version at the next meeting.

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

7. **Action Items**
   - Prepare update for Curriculum Evolution Subcommittee
   - Revise attendance policies and bring to MEC next meeting
   - Course objectives from SBM CT/Bone course

8. **Ongoing Business**
   - 4th Year Curriculum
   - Addiction Medicine Curricular Review
   - Leadership Curricular Review
   - Duty Hours
   - Evaluation Oversight Committee
   - Curricular Subcommittee
   - LCME Oversight Committee

9. **Future Meetings**
   ***Please note these meetings are on the 3rd Tuesday of each month, 4:00 - 6:00 p.m.***
   - January 16, 2018
   - February 20, 2018
   - March 20, 2018
   - April 17, 2018