

Meeting Date: Tuesday, July 18, 2017
 Time: 4:00 – 6:00 p.m.
 Meeting Location: DHMC – Auditorium F
 Approval: Tuesday, August 15, 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	Montalbano, Leah (Assessment & Evaluation)	X
Chidawanika, Tamutenda (Student-MD/PhD Rep)	--	Ramos, Joshua (Student-3 rd Yr. Rep)	X	Cousineau, Laura (Library Sciences)	X	Ogrinc, Greg (Senior Associate Dean for Medical Education)	X
Crockett, Sarah (Clinical-Emergency Medicine)	--	Rees, Christiaan (Student-MD/PhD Rep)	--	Dick, III, John (Associate Dean, Yrs. III, IV)	X	Pinto-Powell, Roshini (Assoc. Dean Student Affairs)	--
Hanissian, Paul (Pre-Clinical- SBM Reproduction; Clinical-Obstetrics and Gynecology)	0	Rees, Judy (Pre-Clinical-Epidemiology)	X	D'Agostino, Erin (Student- Curriculum Review Task Force Rep)	--	Reid, Brian (Computing)	X
Huntington, Jonathan (Clinical-Medicine)	--	Robey, R, Brooks (Pre-Clinical)	--	Duncan, Matthew (Assoc. Dean, Student Affairs)	--	Ross, Jonathan (Chair, Geisel Academy of Master Educators)	0
Igberase, Oluyinka (Student-4 th Yr. Rep)	X	Ronan, Lara (Faculty Council)	--	Eastman, Terri (Pre-Clinical Curriculum Director)	--	Sharma, Swapna (Resident, DHMC)	--
Kettering, Alexander (Student-2 nd Yr. Rep)	0	Sachs, Marlene (Community Preceptor Education Board)	X	Eidtson, William (Director, Learning Services)	0	Shoop, Glenda (Learning Srv./Curric. Design & Evaluation)	X
Manning, Harold (Pre-Clinical-Year II Co-Director, Pulmonary; Clinical-Pulmonary Medicine)	X	Saunders, James (Clinical-Surgery)	X	Fountain, Jennifer (Year II Curric. Mng)	X	Swenson, Rand (LCME, Chair Dept Med Ed)	X
Merali, Natasha (Student-3 rd Yr. Rep)	0	Spaller, Mark (Pre-Clinical)	X	Frew, Julia (Pre-Clinical-Year II Co- Director)	X	Verma, Kanak (Student- Curriculum Review Task Force Rep)	X
Montana, Phillip (Student-4 th Yr. Rep)	--	Warren, Celestine (Student-2 nd Yr. Rep)	X	Hammond, Rachel (MEC Admin. Support)	X	(Faculty Development)	
Mullins, David (Pre-Clinical)	X	Weinstein, Adam (Chair; Pre-Clinical-Renal Physiology; Clinical – On Doc and Pediatrics)	X	Jaeger, Michele (Registrar)	X	(TDI)	
Myers, Larry (Pre-Clinical)	X	(Student-1 st Yr. Rep)		Kidder, Tony (Year I Curric. Mng.)	X	(Library Sciences)	
Murray, Carolyn (Clinical-Medicine)	--	(Student-1 st Yr. Rep)		Lyons, Virginia (Assistant Dean, Year I)	X		
Nelson, Bill (Pre-Clinical and Clinical- Health and Values VIG)	X			McAllister, Stephen (Computing)	--		
Guest(s)		Guest(s)		Guest(s)		Guest(s)	

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 June’s meeting minutes** – *Adam Weinstein, MD*

Dr. Hal Manning made a motion to approve the June 2017 minutes. The motion was seconded by Dr. Jamie Ames. The motion passed by a unanimous vote.

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

No announcements.

4. **Old Business**

• **Neuroscience/HAE III update** – *Virginia Lyons, PhD*

Last October the head portion of anatomy had been merged with neuroscience to make more class time available for the addition of the Patients and Populations course. It did not work out as well as expected, and the head portion was removed and is now called HAE III again. Neuroscience moved forward separately as planned and as before. This happened this past spring and it ran smoothly. All the confusion regarding exams has been clarified with the separate courses running. Will work with the registrars’ office on the class titles.

5. **New Business**

• **Consent Agenda**

- Year I: Metabolism Course Review

See attachment(s).

Dr. Hal Manning made a motion to approve the Year I: Metabolism Course Review. The motion was seconded by Dr. Judy Rees. The motion passed by a unanimous vote.

• **Addiction Medicine** – *John Dick, MD and Julie Frew, MD*

Approximately one year ago, the MEC discussed the need for a VIG that would focus on opioids. It seemed relevant to bring this back to the MEC to see if this is still in need.

It was agreed upon that the following steps should be taken.

- What are we doing
- Catalog what we are doing
- Compare what we are doing

This does not need to be a long-term group, and it simply has to come back with recommendations. Dr. Julia Frew has been in contact with John Hamel who runs the recovery program at the VA, has offered his help with this public health crisis, but does not believe that he would be willing to lead this VIG.

Dr. Adam Weinstein will work with Dr. Greg Ogrinc on finding someone to lead this group.

- **Grade Appeal Policy** – *Greg Ogrinc, MD*

This is an attempt to clarify a policy that was short and to give it a more structure. The feedback came from past students, pre-clinical and clinical offices.

Discussion

Regarding the Policy Statement “Individual clerkship evaluation and grading practices will be outlined using a standard location and format in the learning management system (CANVAS) and provide sufficient detail regarding the relative contribution and determination of each assessment to the overall grade (Please see grading policy for preclinical and clinical clerkships.)”

Seems to be directed more for the clerkships, and may not apply to the preclinical years. This should be reframed such that it is clear that it applies to the preclinical years as well.

Under Procedure, in the text it suggests to have an informal discussion first with the clerkship director. It is unclear if this is informal or part of the formal process. Then there is a table, and suggests it would be part of the formal process at time-zero. Student feedback – reading through the form it is not clear on how to initiate the process.

The MEC thought it would be reasonable and more clear to have the informal discussion with the clerkship director as the first step of the formal process. This would clear up the potential confusion the students noted.

Administrative feedback – unclear on tracking and somewhere it should be noted if students will be able to continue in their next course while an appeal is in place and under review, or is this a CSPC decision? Answer that was shared was that if even if the student were appealing, the grade has already been added to their transcript as a failure. So whether the student could stay in their current coursework is a CSPC decision. Dr. Greg Ogrinc agreed that it would be hard to write specific wording around this rare circumstances and these sorts of instances would need to be considered by the CSPC on a case by case basis.

The form will be updated and added to the consent agenda for the next MEC meeting.

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

The group has been meeting over the last few months to create and revise the ‘Guiding Principles’ for curricular changes document.

The MEC will be voting on the principles. After further clarification that these principles do not represent a curriculum, or curricular objectives and rather, they are a set of charges to incorporate into a blueprint of the curriculum, and give instructions on some changes (“renovations”) that should be made and what successful features should be maintained.

Overarching Charge for Curriculum

The Geisel curriculum will address the learning goals of our students by optimally meeting their specific educational and training needs. It will help each student establish a strong foundation in the biomedical sciences, and emphasize the needed preparation for clinical competence, board exam performance, and residency placement. The curriculum will be delivered with the utmost efficiency, quality, and flexibility, and evolve with changes in healthcare and healthcare education.

- The Medical Education Committee (MEC), a voting committee of the faculty with student representatives from each of the four classes and MD/PhD program must be involved in the evolution of the curriculum.
- The curriculum requires a consistent and well-defined method of evaluation over the 4-years to ensure that changes are aligned with Geisel competency based curricular objectives
- Any proposed changes are commensurate with resources available for implementation

Optimizing the Academic Calendar

- Students benefit from beginning their clinical clerkships with timing such that the curriculum must:
 - enhance clinical competence
 - enhance hands-on application of knowledge and skills and attitudes
 - promote time for exploration of and preparation within their specialty of choice
 - aim to begin clinical clerkships earlier (for example, it may be 2 to 6 months) and concurrently maintain a robust pre-clinical curriculum
- Enhance and encourage individualized student experiences at an advanced level, including the specialty of choice, in particular in the post-clerkship curriculum
- The graduation date will allow Geisel graduates sufficient time to transition and move prior to starting residency

Improving Pedagogy

- Apply sound, evidence-based educational principles to optimize adult learning
- Assure material is covered at the depth appropriate for a medical student and practicing physician
- Selectively planned second passes of essential materials will be revisited in pre-clinical contexts; the interleaving of topics is critical
- Foundational medical science will be integrated vertically, including recapitulation in clinical settings, to emphasize the importance and applicability of this knowledge

Maintaining the Geisel Experience

- The curriculum should be of sufficient breadth to prepare students for entry into the practice of any field of medicine
- The preclinical curriculum schedule will foster and include time for students to attend to their personal and professional growth, for example, in extracurricular activities, service learning opportunities, and leadership experience
- The Year 1 summer provides for scholarship and career opportunity, efforts will be made to maintain the length of the summer break
- In Year 4, students will participate in dedicated capstone and residency readiness activities

See attachment(s).

Dr. James Ames made a motion to approve the Guiding Principles. The motion was seconded by Dr. Bill Nelson. The motion passed by a unanimous vote.

6. Adjournment – Adam Weinstein, MD

Dr. Adam Weinstein, Chair, adjourned the meeting at 5:00 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

9. Future Meetings

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

- August 15, 2017
- September 19, 2017
- October 17, 2017
- November 21, 2017