### MEDICAL EDUCATION COMMITTEE

**MEETING MINUTES**

**Meeting Date:** Tuesday, October 17, 2017  
**Time:** 4:00 – 6:00 p.m.  
**Meeting Location:** DHMC – Geisel 1 Geisel 2  
**Approval:** Tuesday, November 21, 2017  
**Recorded By:** Rachel A. Hammond

### ATTENDANCE

<table>
<thead>
<tr>
<th>Voting Members</th>
<th>Voting Members</th>
<th>Non-Voting Members</th>
<th>Non-Voting Members</th>
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</thead>
<tbody>
<tr>
<td>Chidawanika, Tamutenda (Student-MD/PhD Rep)</td>
<td>Nierenberg, David (Pre-Clinical Year II Assoc. Director; Clinical-Pharmacology)</td>
<td>Bowman- Schmidt, Max (Student)</td>
<td>Ogrinc, Greg (Senior Associate Dean for Medical Education)</td>
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<tr>
<td>Crockett, Sarah (Clinical-Emergency Medicine)</td>
<td>Ramos, Joshua (Student-3rd Yr. Rep)</td>
<td>Dick, III, John (Associate Dean, Yrs. III, IV)</td>
<td>Pinto-Powell, Roshini (Assoc. Dean Student Affairs)</td>
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<td>Hanissian, Paul (Pre-Clinical- SBM Reproduction; Clinical-Obstetrics and Gynecology)</td>
<td>Rees, Christiaan (Student-MD/PhD Rep)</td>
<td>D’Agostino, Erin (Student- Curriculum Review Task Force Rep)</td>
<td>Quigley, Jane (Libraries Sciences)</td>
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<tr>
<td>Huntington, Jonathan (Clinical-Medicine)</td>
<td>Rees, Judy (Pre-Clinical-Epidemiology)</td>
<td>Duncan, Matthew (Assoc. Dean, Student Affairs)</td>
<td>Reid, Brian (Computing)</td>
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<tr>
<td>Igberase, Oluyinka (Student-4th Yr. Rep)</td>
<td>Robey, R, Brooks (Pre-Clinical)</td>
<td>Eastman, Terri (Pre-Clinical Curriculum Director)</td>
<td>Ricker, Alison (Clinical Curriculum Director)</td>
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<td>Kettering, Alexander (Student-2nd Yr. Rep)</td>
<td>Sachs, Marlene (Community Preceptor Education Board)</td>
<td>Eidtson, William (Director, Learning Services)</td>
<td>Ross, Jonathan (Chair, Geisel Academy of Master Educators)</td>
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<td>Lindqwester, Alexander (Student-1st Yr. Rep)</td>
<td>Saunders, James (Clinical-Surgery)</td>
<td>Fountain, Jennifer (Year II Curric. Mng)</td>
<td>Sharma, Sapna (Resident, DHMC)</td>
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<tr>
<td>Manning, Harold (Pre-Clinical-Year II Co-Director, Pulmonary; Clinical-Pulmonary Medicine)</td>
<td>Spaller, Mark (Pre-Clinical)</td>
<td>Hammond, Rachel (MEC Admin. Support)</td>
<td>Shop, Glenda (Learning Srv./Curric. Design &amp; Evaluation)</td>
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<tr>
<td>Merali, Natasha (Student-3rd Yr. Rep)</td>
<td>Stanko, Kevin (Student-1st Yr. Rep)</td>
<td>Jaeger, Michele (Registrar)</td>
<td>Swenson, Rand (LCME, Chair Dept Med Ed)</td>
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<tr>
<td>Montana, Phillip (Student-4th Yr. Rep)</td>
<td>Warren, Celestine (Student-2nd Yr. Rep)</td>
<td>Kidder, Tony (Year I Curric. Mng.)</td>
<td>Verma, Kanak (Student- Curriculum Review Task Force Rep)</td>
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<tr>
<td>Mullins, David (Pre-Clinical)</td>
<td>Weinstein, Adam (Chair; Pre-Clinical-Renal Physiology; Clinical – On Doc and Pediatrics)</td>
<td>Lahey, Timothy (Pre-Clinical-Year II Co-Director)</td>
<td>(Faculty Development)</td>
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<tr>
<td>Myers, Larry (Pre-Clinical)</td>
<td>(Faculty Council)</td>
<td>Lyons, Virginia (Assistant Dean, Year I)</td>
<td>(TDI)</td>
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<tr>
<td>Murray, Carolyn (Clinical-Medicine)</td>
<td>X</td>
<td>McAllister, Stephen (Computing)</td>
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**Present = X / Absent = -- / Excused = 0**

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### Approval Date: Tuesday, November 21, 2017
1. **Call to Order** – Adam Weinstein, MD

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

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

   
   Dr. Judy Rees made a motion to approve the September 2017 minutes. The motion was seconded by Dr. Jamie Ames. The motion passed with 1 abstention.

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

   Dr. Adam Weinstein introduced Alexander Lindqwister and Kevin Stanko who are the new 1-year curriculum reps.

4. **Old Business**

   • **Course Review Process and Sign-up** – Adam Weinstein, MD

     Dr. Adam Weinstein asked the MEC members to sign up for at least two reviews. A sign-up sheet was passed around the room.

5. **New Business**

   • **Consent Agenda**

     o Year I: Microbiology Course Review

     See attachment(s).

     
     Celestine Warren made a motion to approve the Year I: Microbiology Course Review. The motion was seconded by Dr. Paul Hanissian. The motion passed with 1 abstention.

   • **Community and Family Medicine Clerkship** – John Dick, MD

     This clerkship occurs in the 3-year. The directors are Dr. Leah Matthew, Dr. Jessie Reynolds, and Scottie Eliassen. The clerkship is six weeks long, and was last reviewed in November 2015.

     Overall the course reviewed excellently. This is one of the most well reviewed clerkships over the past several years.

     Many of the items in the action plan are already in the process of being addressed.

     Working on the population health project, so students view this as helpful and fun and not feel like they need to jump through hoops.

     See attachment(s).

     Dr. Paul Hanissian made a motion to approve the Community and Family Medicine Clerkship. The motion was seconded by Dr. Judy Rees. The motion passed by a unanimous vote.
• **Year II: Organ-Based Pharmacology Course Review** – Rand Swenson, MD

This course occurs during terms two through five of year 2. The director is Dr. Mark Spaller, PhD. The course currently has 41 curricular hours, and has not been previously reviewed.

The question that arises after reviewing this course is, should this course remain a standalone course within the context of the individual year 2 courses; or should it be considered as a component of those courses and integrated within?

The subcommittee felt that there could be some advantages of this. There was a discussion around the question above. The course is currently underway and cannot change for this year. The future question is what should this structure look like?

- Should it be a standalone course that exists concurrent with, but independent of the other courses, with sessions ideally integrated coordinated to reinforce both curricula?
- Or should those sessions exist within those courses and be a part of the courses themselves?

With the upcoming discussion on Curricular Evolution and the potential changes in the curriculum over the next year. Is it worth making changes for 1-year? The decision was made to keep the action plan the way it is written, and to move forward. The integration of the course will be discussed in the context of curricular evolution.

The action plan was well received and it was agreed it would be worthwhile to interact with the individual lecturers to make a more consistent experience across the sessions. There is also a plan to work with course faculty on options for replacing several hours of didactic lecture with more interactive, or small group sessions. Dr. Spaller is open to any additional suggestions that the MEC has.

See attachment(s).

**Dr. Sarah Crockett made a motion to approve the Year II: Organ-Based Pharmacology Course Review. The motion was seconded by Dr. James Saunders. The motion passed with 1 abstention.**

• **Curricular Evolution Subcommittee Update**

This group has meet three times, twice since the last MEC update. Going forward the committee members will be presenting the material to the MEC. Dr. Ogrinc would like to recognize and that there has been a tremendous amount of work put in by the Curricular Evolution Subcommittee and they are incredibly invested in seeing this through and he thanks them for all their work.

What has been discussed:

- The principles that were approved back in July have been extremely helpful and have been a useful reference.
- Focus so far has been on the structure of the pre-clinical years. Through synergy and integration, making the curriculum more efficient (without removing any content; but rather decreasing review sessions needed at the start of each year 2 course) the committee believes it can reduce total course hours. A target of no more than a 24-hour schedule in any week. This would allow for pre-clinical to end mid-February.
- Several similar models have been reviewed that integrate year one and two courses.
- Looked at intentional repetition, one of the things that is lost is the double pass in the curriculum. We currently have the double pass which has advantages, but also has disadvantages. We are looking at targeted and deliberate double passes of the most important curricular content.
• There is an idea that this can be a cumulative pre-clinical experience, such that “completed” content will still come up in future courses.

**Somethings still to discuss looking for feedback**

- No specific pedagogical requirements or recommendations
- Should we be all case-based and get rid of lectures
- Should there be longitudinal curricula/courses in addition to the block courses, or should all course content be integrated into encompassing block courses
- Should we have a set schedule
- Attendance Policy
- Do we have cumulative examinations
- Moving Step 1 to during or after clinical clerkships
- Really intentional about sharing and receiving feedback
  - MEC
  - Course Directors
  - Registrars Office
  - Students
  - Faculty Council
  - Departments
  - Administration/Staff
  - Etc.

**Questions and Clarification**

**Q**: It seems that 2 ½ months seems like more of a decrease than may be realistically possible. Are there detailed plans that identify that we can start that much earlier?

**A**: Fewer blocks of courses means fewer exam periods and fewer exam breaks. Fewer second pass reviews will also give more time.

**Q**: If you lose the 2 ½ months, there is some repetition that can be removed by combining. Is this a guess, or have you seen efficiency being saved by removing the teach it once and review it.

**A**: Dr. Manning, Myers, and Lyons, are all on the committee and have been involved in the planning. The estimated savings started at 10%, and then to 5%, where it settled out was about 7-½%. It does not have the specifics about which learning objects and sessions will be combined, not yet.

**Q**: Is the goal to cover the material more effectively and efficiently or to reduce the overall content called pre-clinical.

**A**: The goal is to do the former, and to do so and find the best combinations of where the courses fit together with deliberate pairings. We can cut time without cutting the experience. Perhaps all of the above, some content would be cut, more efficient, and move some to the clinical years was the conclusion of the subcommittee.

Keep in mind, this is just an update on the proposals being discussed and nothing concrete is formed yet. There are many course directors on the committee and they will continue to reach out to the other directors for feedback.

The question to the MEC is. Does this seem like a reasonable plan? Should they keep going and comeback with more specifics?

Something to think about. What is the end goal, and perhaps working backwards. In the 4-year, what do we want our students to be doing; what does this look like; what do we need.
The Registrars office looking forward to meeting with the committee in the future. They also ask that they consider the other programs such as MD/MBA, MD/PhD and how will these students come back into the curriculum if we start earlier and how will this effect financial aid.

Should the committee think about a pre-enrollment program. Larger than the foundations of medicine that is already built in. How will admissions play a role in this? The student body could change when the curriculum is changed.

The MPH program has recently gone through a curricular change. It would be a good idea to reference some of the changes and challenges and successes they have had.

6. **Adjournment** – *Adam Weinstein, MD*

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

7. **Action Items**

   - Form/begin Addiction Curricular Review
   - Form/begin Leadership Curricular Review
   - Prepare update for Curriculum Evolution Subcommittee

8. **Ongoing Business**

   - 4th Year Curriculum
   - Addiction Medicine Curricular Review
   - Leadership Curricular Review
   - Duty Hours
   - Course Evaluations Process
   - 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.***

   - November 21, 2017
   - December 19, 2017
   - January 16, 2018
   - February 20, 2018