

**Meeting Date:** Tuesday, August 20, 2019  
**Time:** 4:00 – 6:00 p.m.  
**Meeting Location:** DHMC – Fuller Board Room  
**Approval:** September 17, 2019  
**Recorded By:** Jillian Marcus

## Attendance

Present = X, Absent = 0

### Faculty Voting Members

<b>Ahmed, Nayla</b> (Clinical-Medicine)	X	<b>Ames, James</b> (Preclinical & Clinical-Orthopedics)	0	<b>Chow, Vinca</b> (Clinical-Anesthesiology)	X	<b>Crockett, Sarah</b> (Clinical-Emergency Medicine)	X
<b>Hanissian, Paul</b> (Preclinical- SBM Reproduction; Clinical- Obstetrics and Gynecology)	X	<b>Hartford, Alan</b> (Preclinical; Clinical- Medicine)	X	<b>Homeier, Barbara</b> (Preclinical-On Doctoring)	X	<b>Loo, Eric</b> (Preclinical-Pathology)	X
<b>Myers, Larry</b> (Preclinical, Medical Education)	X	<b>Nelson, Bill</b> (Preclinical-Psychiatry)	X	<b>Robey, R, Brooks</b> (Preclinical & Clinical-Renal; Faculty Council)	X	<b>Sachs, Marlene</b> (Community Preceptor Education Board)	X
<b>Saunders, James</b> (Clinical-Surgery)	X	<b>Sorensen, Meredith</b> (Clinical-Surgery)	X	<b>Spaller, Mark</b> (Preclinical-Medical Education)	X	<b>Weinstein, Adam</b> (Chair; Preclinical-Renal, On Doc; Clinical- Pediatrics)	X

### Student Voting Members Year 1

TBD		TBD		TBD		TBD	
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### Year 2

<b>Bertalan, Mia</b>	X	<b>Demas, Falen</b>	X	<b>Minichiello, Joe</b>	X	<b>Sramek, Michael</b>	X
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### Year 3

<b>Bessen, Sarah</b>	0	<b>Del Favero, Natalie</b>	0	<b>Guerra, Sylvia</b>	X	<b>Lindqwister, Alexander</b>	X
<b>Morgan, Alexandra</b>	X	<b>Stanko, Kevin</b>	0				

### Year 4

<b>Bachour, Kinan</b>	0	<b>Berkowitz, Julia</b>	0	<b>Bhushan, Vivian</b>	0	<b>Di Cocco, Bianca</b>	0
<b>Kettering, Alexander</b>	0	<b>Ramos, Joshua</b>	0	<b>Warren, Celestine</b>			

### MD/PhD

<b>Chidawanika, Tamutenda</b>	X	<b>Kamal, Yasmin</b>	0	<b>Rees, Christiaan</b>	0	<b>Smolen, Kali</b>	X
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**Non-Voting Members**

<b>Albright, Amanda</b> (Instructional Designer)	X	<b>Brown, Lin</b> (Preclinical – SBM Co-Director)	X	<b>Leslie DeMars, MD</b> (Preclinical-Reproductive Medicine)	0	<b>Dick III, John</b> (Clinical - Associate Dean)	X
<b>Eastman, Terri</b> (Preclinical - Director, Preclinical Curriculum)	X	<b>Eidtson, Bill</b> (Director, Learning Services)	0	<b>Fountain, Jennifer</b> (Assessment)	X	<b>Holmes, Alison</b> (Clinical - Associate Dean, Career Advising)	0
<b>Jaeger, Mikki</b> (Registrar)	X	<b>Kerns, Stephanie</b> (Director, Biomedical Libraries)	X	<b>Lyons, Virginia</b> (Preclinical - Associate Dean)	X	<b>Marcus, Jillian</b> (Administrative Support, UME Affairs)	X
<b>Manning, Hal</b> (Preclinical – SBM Co-Director)	X	<b>McAllister, Steve</b> (Director, Educational Technology)	0	<b>Montalbano, Leah</b> (Director, Assessment & Evaluation)	X	<b>Mullins, David</b> (Associate Dean, Biomedical Science Integration)	X
<b>Ogrinc, Greg</b> (Senior Associate Dean for Medical Education)	X	<b>Pinto-Powell, Roshini</b> (Associate Dean, Admissions)	0	<b>Reid, Brian</b> (Associate Director, Educational Technology)	0	<b>Ricker, Alison</b> (Clinical - Director, Clinical Curriculum)	X
<b>Swenson, Rand</b> (Chair, Dept. of Medical Education)	X	<b>White, Stephanie</b> (Associate Dean, Diversity and Inclusion)	X	<b>Vacant</b> (Associate Dean, Student Affairs and Support)		<b>Vacant</b> (Associate Dean, UME Administration)	
<b>Vacant</b> (Chair, Geisel Academy of Master Educators)							

**Student Non-Voting Members**

**Diversity and Inclusion & Community Engagement (DICE)**

<b>Conn, Stephen</b> (Preclinical)	X	<b>Lewis, Chad</b> (Clinical)	0	<b>Trinh, Katherine</b> (Clinical)	0		
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**Vice Chairs for Academics – Student Government**

<b>Bachour, Kinan</b>	0	<b>Jain, Raina</b>	X				
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**Guest(s)**

<b>Steve Bensen, MD</b> (Preclinical-GI and Metabolism)	<b>Rich Comi, MD</b> (Preclinical-Endocrinology)	<b>Mary Chamberlin, MD</b> (Oncology Longitudinal Curriculum)	<b>Manish Mishra, MD</b> (Substance Use and Pain Longitudinal Curriculum)
<b>Susan Yuditskaya, MD</b> (Preclinical-Endocrinology)	<b>Cori Tebbetts</b> (Administrative Support, UME Affairs)		

**Call to Order**

**Adam Weinstein, MD**

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

**Announcements**

**Adam Weinstein, MD**

No announcements for this meeting.

## Approval of Meeting Minutes

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Adam Weinstein, MD

Approval of July 16, 2019 meeting minutes.

*Michael Sramek made a motion to approve the July 16, 2019 MEC meeting minutes. The motion was seconded by Brooks Robey. The motion passed by a unanimous vote.*

## Student Issues & Feedback

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No issues for this meeting.

## Consent Agenda

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### 1. Phase 1: Longitudinal Curriculum

- i. **Health Care Delivery Science** – Greg Ogrinc, MD, MS
  - An additional Health Care Delivery Science Longitudinal Curriculum Objective related to urgent public health topics was proposed
- ii. **Oncology** – Mary Chamberlin, MD
  - The updated objectives for the longitudinal curriculum in Oncology were proposed.

### 2. Assessment Attendance Policy- Leah Montalbano, MPA

- i. A proposed change to the Assessment Attendance Policy was shared, adding the underlined “If the dean deems the reason for tardiness inexcusable, then the academic dean will create a professionalism report and/or the final course grade may be modified.”

*Mark Spaller made a motion to approve the consent agenda items which included:*

- *the additional Health Care Delivery Science Longitudinal Curriculum Objective,*
- *the revised Oncology Longitudinal Curriculum Objectives,*
- *and the proposed revision to the Assessment Attendance Policy (UME-CURR.PCE-0001).*

*The motion was seconded by Eric Loo. The motion passed by a unanimous vote.*

## Old Business

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### 3. Phase 1: Longitudinal Curriculum

- i. **Substance Use and Pain** – Manish Mishra, MD
  - Manish presented the Substance Use and Pain Longitudinal Curriculum Objectives. He summarized the updates since the previous presentation to the MEC and summarized the longitudinal curriculum objectives and the premise behind them.
  - Discussion
    - There was discussion about alternative approaches to pain and ethical issues of pain management with narcotic use, tapering off pills, non-pharmacologic

- interventions, integrative approaches, and mindfulness. One member also mentioned the differing perceptions of pain throughout the world.
- One member identified the need to update a couple objectives so that they were measurable/assessable.

**Brooks Robey made a motion to approve the Substance Use and Pain Longitudinal Curriculum Objectives with the understanding that revisions would be made to the verbs, specifically to Knowledge objectives 1 & 6 and others as applicable. The motion was seconded by Jim Saunders. The motion passed by unanimous vote.**

*Action Step: Jillian and Adam to add this item to the September 2019 consent agenda. Virginia Lyons to send Bloom's Taxonomy verbs to Manish.*

## New Business

### **1. Essential Standards for Matriculation, Promotion, and Graduation – Greg Ogrinc, MD, MS**

- i. Greg presented the changes to the Essential Standards for Matriculation, Promotion, and Graduation. These included simple language changes such as converting years listed to preclinical and clinical years accordingly. Other changes included adding “interpreting” as an example of skills necessary for matriculation, promotion, and graduation, adding more descriptive terms, and changing verbs to better represent skills. The Deans Advisory Board approved the changes in July.

**Joseph Minichiello made a motion to approve the Essential Standards for Matriculation, Promotion, and Graduation (UME-CNTRL-0000). The motion was seconded by Nayla Ahmed. The motion passed by a unanimous vote.**

### **2. Phase 1: GI, Metabolism, and Nutrition (Review #2 – Final) – Steve Bensen, MD & Larry Myers, PhD**

- i. Larry and Steve presented the GI, Metabolism, and Nutrition Review #2. Steve presented the updates from review #1 that included added objectives from the standard preclinical objectives list and a second GI imaging session earlier in the course.
- ii. Discussion
  - a. There was discussion about the time spent in class and the policy on in class attendance. This course has less than 30% lecture time so compared to other courses this course may have more required class time than others.
    - i. Discussion clarified that Steve can make some of the Large Group Discussion session time optional as he's currently been doing in SBM GI.
    - ii. Specifically discussion of the attendance policy clarified that a course leader can choose to make a session optional for attendance even if by default it would normally be required. The converse is not true, ie a course leader cannot make a session (e.g. lecture) to require in class attendance that would normally be optional in-class attendance without approval from the curricular dean.
  - b. One member was concerned that the proposed benchmarks do not meet the PreClinical Assessment Guidelines.

- i. Specifically by weighting the 2<sup>nd</sup> benchmark at 80% and the 1<sup>st</sup> and 3<sup>rd</sup> at 10%, it makes it so the 1<sup>st</sup> and 3<sup>rd</sup> will largely not factor in to the benchmark assessment and only the 2<sup>nd</sup> will determine the benchmark grade.
  - ii. Larry feels this is helpful because it will allow the course leaders to know if a student will not be meeting the benchmark cutoff by the midpoint of the course, giving more time for successful remediation and ensuring the 1<sup>st</sup> half of the course is well assessed.
- c. Larry and Steve decided on this weighting scheme to avoid de-emphasis of the content presented before the mid-term.
  - d. Various solutions were proposed including only having a single mid-term as a benchmark, or having assessments at the 1<sup>st</sup> and 3<sup>rd</sup> benchmark time-points, but making them be formative more officially (since with 80% weighting of the 2<sup>nd</sup> benchmark, that's what it would be in essence). Another solution suggested was to weight the 2<sup>nd</sup> benchmark less strongly, perhaps at 50-60% with the 1<sup>st</sup> and 3<sup>rd</sup> benchmark at 20-25% each.
  - e. Another member was concerned that students who do well enough to pass the first two benchmarks could throw the third benchmark since they would already have a passing average in the course due to the uneven weighting. Students shared this would be extremely unlikely and not consistent with professional learning behavior. Clarifications suggested that a student would be unlikely to intentionally "throw" the third benchmark completely, but given there would also be a mid-term benchmark in Reproductive Medicine, it would be realistic that students would study for that benchmark and not focus the same way on the GI course content.
  - f. After a lengthy discussion, the assessment portion of the review was tabled for discussion at the September 2019 meeting.

***Alan Hartford made a motion to approve the GI, Metabolism, and Nutrition (MDFD141) Review #2 content except for the assessments portion. The motion was seconded by Alexander Lindqwister. The motion passed by a majority vote with one abstention.***

### **3. Patients and Populations Race and Health Equity- Stephanie White, MD**

- i. Stephanie proposed adding 1 to 1.5 course hours to the current year two Patients and Populations course for AY2019-20 for a session that will address Race and Health Equity topics. She outlined the components of the session and mentioned that this topic is already integrated into the new curriculum's Phase 1-Year 2 course for AY2020-21.
- ii. Discussion
  - a. One member noted that this content is worthy and needs to be included, though iterated the need to be mindful of adding another hour to the curriculum and its effect on total course hours. This was already looked into in this circumstance and there will be sufficient time to add this in this year.

***Brooks Robey made a motion to approve the additional 1-1.5 hours to address the Race and Health Equity topic in the second-year Patients and Populations Course (MDED218) for AY2019-20. The motion was seconded by Sylvia Guerra. The motion passed by a unanimous vote.***

### **4. Phase 1: Endocrinology (Review #2 – Final) – Susan Yuditskaya, MD & Richard Comi, MD**

- i. Susan presented the Endocrinology Review #2. The updates from Review #1 included a reduction in the number of course hours needed, from 74 to 48. Some of these hours will be used by the Reproductive Medicine course as needed.

- ii. Discussion
  - a. Members raised concerns about whether content was being deleted/removed from this course, given the decrease in number of hours. T
  - b. The course objectives approved in Review #1 included all of the content previously in Endocrine Physiology and SBM Endocrinology, therefore there is no content being deleted, however the pedagogy and learning methods will be different including a number of self-directed online modules. These changes will be assessed after implementation.

***Brooks Robey made a motion to approve the Endocrinology (MDFD142) Review #2. The motion was seconded by James Saunders. The motion passed by a unanimous vote.***

#### **5. Phase 1: Reproductive Medicine (Review #2 – Final) – Paul Hanissian, MD & Leslie DeMars, MD**

Paul presented the Reproductive Medicine Review #2.

- i. Paul presented the Reproductive Medicine Review #2. Updates from Review #1 included the addition of standard preclinical objectives and an increase in the number of course hours from 58 to 65 curricular hours (recognizing Endocrinology decreased their hours by 26 hours)
- ii. Discussion
  - a. There was discussion about the timeline of exams and scheduling. Given the additional hours in Reproductive Medicine, the weekly hours will now exceed 24 hours per week.
  - b. One member suggested having the leaders of the respective courses coordinate to create a unified solution to bring to the next meeting.

***Alan Hartford made a motion to table the Reproductive Medicine (MDFD143) Review #2 until the next MEC meeting on September 17, 2019. The motion was seconded by Sylvia Guerra. The motion was tabled.***

*Action Step: Jillian and Adam to add the Reproductive Medicine Review #2 to the September 2019 agenda under old business.*

## Adjournment

Adam Weinstein, MD

Adam Weinstein, Chair, adjourned the meeting at 6:10 p.m.

## Ongoing Business

- Evaluation Oversight Committee
- LCME Oversight Committee
- Enrichment Electives

## Future Meetings

MEC meetings are the 3<sup>rd</sup> Tuesday of each month from 4:00 - 6:00 p.m.

- September 17, 2019
- October 15, 2019
- November 19, 2019
- December 17, 2019
- January 21, 2020
- February 18, 2020