

**Meeting Date:** Tuesday, September 17, 2019  
**Time:** 4:00 – 6:00 p.m.  
**Meeting Location:** DHMC – Fuller Board Room  
**Approval:** October 15, 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)	X	<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)	0	<b>Homeier, Barbara</b> (Preclinical-On Doctoring)	X	<b>Loo, Eric</b> (Preclinical-Pathology)	X
<b>Myers, Larry</b> (Preclinical, Medical Education)	0	<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)	0
<b>Saunders, James</b> (Clinical-Surgery)	0	<b>Sorensen, Meredith</b> (Clinical-Surgery)	0	<b>Spaller, Mark</b> (Preclinical-Medical Education)	0	<b>Weinstein, Adam</b> (Chair; Preclinical-Renal, On Doc; Clinical-Pediatrics)	X

### Student Voting Members Year 1

TBD		TBD		TBD		TBD	
-----	--	-----	--	-----	--	-----	--

### Year 2

<b>Bertalan, Mia</b>	X	<b>Demsas, Falen</b>	X	<b>Minichiello, Joe</b>	X	<b>Sramek, Michael</b>	X
----------------------	---	----------------------	---	-------------------------	---	------------------------	---

### Year 3

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

### 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>	0		

### MD/PhD

<b>Chidawanika, Tamutenda</b>	0	<b>Kamal, Yasmin</b>	0	<b>Rees, Christiaan</b>	0	<b>Smolen, Kali</b>	0
-------------------------------	---	----------------------	---	-------------------------	---	---------------------	---

### Non-Voting Members

<b>Albright, Amanda</b> (Instructional Designer)	0	<b>Brown, Lin</b> (Preclinical – SBM Co-Director)	X	<b>Leslie DeMars, MD</b> (Preclinical-Reproductive Medicine)	X	<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)	0	<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)	0	<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)	0	<b>Pinto-Powell, Roshini</b> (Associate Dean, Admissions)	0	<b>Reid, Brian</b> (Associate Director, Educational Technology)	X	<b>Ricker, Alison</b> (Clinical - Director, Clinical Curriculum)	X
<b>Swenson, Rand</b> (Chair, Dept. of Medical Education)	0	<b>White, Stephanie</b> (Associate Dean, Diversity and Inclusion)	0	<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		
<b>Vice Chairs for Academics – Student Government</b>							
<b>Bachour, Kinan</b>	0	<b>Jain, Raina</b>	0				

### Guest(s)

<b>Denise Aaron, MD</b> (Preclinical-Dermatology)	<b>Steve Bensen, MD</b> (Preclinical-GI and Metabolism)	<b>Thomas Kaneko, MD</b> (Preclinical-Renal)	
<b>Cori Tebbetts</b> (Administrative Support, UME Affairs)	<b>Leslie Demars, MD</b> (Preclinical-Reproductive Medicine)		

## Call to Order

**Adam Weinstein, MD**

Adam Weinstein, Chair, called the meeting to order at 4:01 p.m.

## Announcements

**Adam Weinstein, MD**

1. **New Support and MEC SharePoint Site**
  - a. Adam introduced Jillian Marcus to the committee and the MEC SharePoint site. He explained the layout of the SharePoint to the members.

## 2. Clerkship Schedule Changes

- a. Adam announced that with the change to the Phase 1 schedule it creates an opportunity to reflect on the optimal schedule for Phase 2. We would like to form a sub committee to evaluate Phase 2 and make any changes if necessary.
- b. Anyone interested in participating in the sub committee should email Adam or Jillian. Third- and fourth-year students are encouraged to participate, whereas second-years may optionally participate.
- c. A member asked if the goal of the group to align the calendars for years 3 and 4 so they were consistent calendars. Adam mentioned that once they review, they might decide to include this as an aim. Adam clarified that this is not next year phase two, this would be for when the current 1<sup>st</sup> year students start their year three. The second announcement will be put in a post-meeting email.

## Approval of Meeting Minutes

Adam Weinstein, MD

Approval of August 20, 2019 meeting minutes.

*Nayla Ahmed made a motion to approve the August 20, 2019 MEC meeting minutes. The motion was seconded by Eric Loo. The motion passed by a unanimous vote.*

## Student Issues & Feedback

No issues for this meeting.

## Consent Agenda

### 1. Phase 1: Longitudinal Curriculum

- i. **Substance Use and Pain** – *Manish Mishra, MD*
  - Adam summarized the discussion from last month about the word choices and verbs that Manish resubmitted.

*Eric Loo made a motion to approve the Substance Use and Pain Longitudinal Curriculum. The motion was seconded by Barbara Homier. The motion passed by a unanimous vote.*

## Old Business

---

1. **Phase 1: GI, Metabolism, and Nutrition (Review #2- Final) – Steve Bensen, MD & Larry Myers, PhD**
  - i. Adam summarized last month's course review and reminded the Committee that it was approved with the understanding that the assessment portion would be revisited.
  - ii. Steve explained that he and Larry decided that there would be one benchmark exam for the course and this exam would be the mid-term for the course as well. He repeated the Course Leaders' concern on making sure that students have mastered the first half of the course material prior to finishing the course.
  - iii. Discussion
    - a. One member asked the weight of the benchmark to which Steve replied that it would be 100% since there is only one benchmark.
    - b. There was concern about what would happen if the student didn't pass the benchmark. Due to the grading policy from the Geisel Assessment Oversight Committee, students would have to pass with a 70% and if they did not pass, the student would have the opportunity for re-examination and the option to pro-mediate. Adam explained that this is designed to try and catch students earlier to get them ready to succeed on the final.

***Eric Loo made a motion to approve the MFD141-GI, Metabolism, and Nutrition Review #2 assessment portion. The motion was seconded by Bill Nelson. The motion passed by a unanimous vote.***

## New Business

---

1. **Phase 1: Renal (Review #1)– Thomas Kaneko, MD, Brooks Robey, MD and Adam Weinstein, MD**
  - i. Adam, Brooks, and Tom gave an overview of the course content, specifying that the majority of the material was combined from the current year one renal physiology course and the year two renal and urinary SBM course. He summarized the longitudinal curriculum inclusions and explained the large presence of LCs in the course, and the large presence of purposeful reinforcement of all the earlier courses that occurred in Year 1 of Phase 1, then summarized the course objectives.
  - ii. Discussion
    - a. One member asked about the objective of medical ethics implications of renal disease including replacement therapy, and whether that would be in multiple sessions or a new free-standing session. There are currently three separate sessions that all occur in one afternoon, and Tom explained the three sessions as they currently exist.
    - b. Discussion included how lupus and vasculitis would be covered in relation to the subsequent Rheum and Ortho course. The answer is that will still need to be decided through discussion of the course leaders, and presented at this course's second MEC Review among other topics.
    - c. One member asked about incontinence with the function and structure objective of the bladder—currently the objective only mentions obstruction. Discussion suggested to add the word incontinence to this objective as well.

***Paul Hanissian made a motion to approve the MFD251 Renal - Review #1 with the change of objective "Relate the structure of the bladder and urethra to their function and dysfunction,***

***including the clinical presentation, evaluation, and management of both functional and anatomic obstruction and incontinence in patients off all ages.” The motion was seconded by Nayla Ahmed. The motion passed by a majority vote with one abstention.***

## Old Business

---

1. **Phase 1: Reproductive Medicine and Block 4 Schedule (Review #2 - Final) – Paul Hanissian, MD, Leslie DeMars, MD, Steve Bensen, MD, Susan Yuditskaya, MD and Larry Myers, PhD**
  - i. Paul summarized last month’s course review and followed up on tabled conversations. He explained the inclusions of the midterm exam and that the course is divided into units or blocks where the first block would include reproductive endocrinology, the second block is largely obstetrics-related, the third block is breast-related and gynecologic type diseases, and the last is about male-related diseases.
  - ii. Paul explained the issue with course hours raised last month. He explained they reorganized content to reconcile the difference and stated that the change will decompress the course to make it more appropriate for the students’ learning schedule. He also discovered there were placeholders in the calendar for P&P which added course hours to the total and by addressing these and working on these with the P&P course team, this is how the time was made available. He plans to meet with Tony Kidder, Steve Bensen and Leslie DeMars to review the schedule and details.

***Brooks Robey made a motion to approve the MDFD143 Reproductive Medicine and Block 4 Schedule (Review #2). The motion was seconded by James Ames. The motion passed by a majority vote with one abstention.***

## New Business Continued

---

### 2. Organ-Based Pharmacology Course Review- *Lin Brown, MD*

- i. Lin summarized the Organ-Based Pharmacology course review PowerPoint. Since this would be the last course review for the course, she was focused on making changes to improve the new curriculum. She mentioned integrating small interactive groups if students were interested and creating “pharm cards.” Lin discussed making the lectures more consistent going forward and wondered practice questions may be of better use to the students than the pharm cards.
- ii. Discussion
  - a. After discussion, two main recommendations were to:
    - i. Create more opportunity for interactive sections and plan to create a specific number rather than simply consider doing this.
    - ii. Focus on improving the consistency between lectures and study materials.
  - b. Students stated they thought the pharm cards would be of better use to study with rather than practice questions. One member suggested that students create Pharm cards and be vetted by faculty who can also provide answer keys.

#### **Action Steps:**

1. Add a minimum of two small group interactive sessions
2. Create Pharm cards for the course content (students can assist in this creation)

***Sylvia Guerra made a motion to approve the PHAR207 SBM Organ Based Pharmacology course review with the above addendums/action steps. The motion was seconded by Mia Bertalan. The motion passed by a unanimous vote.***

### 3. Interdisciplinary Clinical Exercises (ICE) Clerkship Review – *John Dick, MD*

- i. John summarized the schedule and content of the ICE course. He mentioned that content for this short course includes anticipatory guidance, orientation, advising, topics that span clerkships, and the OSCEs as both formative and summative experience for the students. John summarized the recommendations raised from the course review process and how he plans to implement them.
- ii. Discussion
  - a. There was discussion around John’s plan to reconfigure the EHR session to which John answered that he is exploring new ideas to improve usefulness for the students while building upon what they learn in On Doctoring.

***Brooks Robey made a motion to approve the ICX308 Interdisciplinary Clinical Exercises (ICE) Clerkship Review. The motion was seconded by Falen Demas. The motion passed by a unanimous vote.***

**4. Dermatology Course (Review #1) – Denise Aaron, MD**

- i. Denise summarized her Course objectives, noting that these came directly from the current SBM Dermatology course. She shared which longitudinal courses will be integrated into her course.
- ii. Discussion
  - a. There was discussion about ensuring health equity by demonstrating dermatologic conditions in diverse populations and of different race and ethnicities. The discussion included many productive ideas.

***Brooks Robey made a motion to approve MDFD251 Dermatology (Review #1). The motion was seconded by Joseph Minichiello. The motion passed by a unanimous vote.***

**5. GSM UME Policy Exam Disruptions – Leah Montalbano, MPA**

- i. Leah introduced the policy draft and its purpose in the assessment process.
- ii. Discussion
  - a. The Committee provided feedback on the policy, asking that disruption be clarified in the policy definitions and that administrative processes be reviewed.
  - b. More specifically that authorities are notified of exams to reduce construction noise during the exam, establishing appropriate timelines for alerting a proctor to exam disruptions, and making sure the students' are not able to see their exam score prior to their decision to ask for a retake of the exam due to disruption.
  - c. Leah, Mikki, Alison, and Terri among others will meet to work out the details of the policy statement, definitions, and student procedures for the next MEC meeting.

*Action Step: Jillian and Adam to add GSM UME Policy Exam Disruptions to October 2019 consent agenda.*

## Adjournment

**Adam Weinstein, MD**

Adam Weinstein, Chair, adjourned the meeting at 6:02 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.**

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