

**Meeting Date:** Tuesday, June 16, 2020  
**Time:** 4:00 – 6:00 p.m.  
**Meeting Location:** Zoom  
**Approval:** July 21, 2020  
**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)	0	<b>Crockett, Sarah</b> (Clinical-Emergency Medicine)	X
<b>Hanessian, 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)	0
<b>Saunders, James</b> (Clinical-Surgery)	0	<b>Sorensen, Meredith</b> (Clinical-Surgery)	X	<b>Weinstein, Adam</b> (Chair; Preclinical-Renal, On Doc; Clinical- Pediatrics)	X		

Student Voting Members							
Year 1							
<b>Banerji, Sarah</b>	X	<b>Cheema, Amal</b>	X	<b>Hanley, Meg</b>	X	<b>Morris, Linda</b>	X
Year 2							
<b>Bertalan, Mia</b>	X	<b>Demsas, Falen</b>	X	<b>Minichiello, Joe</b>	0	<b>Sramek, Michael</b>	0
Year 3							
<b>Bessen, Sarah</b>	0	<b>Del Favero, Natalie</b>	X	<b>Guerra, Sylvia</b>	X	<b>Lindqwister, Alexander</b>	0
<b>Morgan, Alexandra</b>	0	<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>	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>Borges, Nicole</b> (Chair, Dept. of Medical Education)	X	<b>Brown, Lin</b> (Preclinical – SBM Co-Director)	0	<b>Dick III, John</b> (Clinical - Associate Dean Clinical Curriculum)	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> (Associate Dean, Student Affairs)	0

<b>Jaeger, Mikki</b> (Registrar)	X	<b>Kerns, Stephanie</b> (Director, Biomedical Libraries)	X	<b>Lyons, Virginia</b> (Preclinical - Associate Dean Pre-Clinical Curriculum)	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>Mullins, David</b> (Chair, Geisel Academy of Master Educators)	X	<b>Dick III, John</b> (Interim, Senior Associate Dean for Medical Education)	X	<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>Wu, Diana</b> (Interim, Associate Dean, Diversity and Inclusion)	0	<b>Vacant</b> (Associate Dean, Evaluation and Assessment)	0		

### Student Non-Voting Members Diversity and Inclusion & Community Engagement (DICE)

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

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

<b>Maureen Boardmen</b>	<b>Campbell Levy</b>	<b>Leah Matthew</b>		
<b>Nick Ryan</b>				

## Call to Order

**Adam Weinstein, MD**

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

## Announcements

**Adam Weinstein, MD**

Adam announced that Jamie Ames and Marlene Sachs terms as voting members will be coming to completion at the end of June, and he thanked them for their time and service to the MEC. Leah Matthew and Maureen Boardman will be joining the MEC in July as voting members.

## Approval of Meeting Minutes

**Adam Weinstein, MD**

Approval of April and May meeting minutes.

***Brooks Robey a motion to approve the April and May 2020 MEC meeting minutes. The motion was seconded by Eric Loo. The motion passed by a unanimous vote.***

## Student Issues & Feedback

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None.

## Consent Agenda

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- **Hematology Objectives**
- **Narrative Assessment Policy**
- **Grade Submission Policy**
- **Infection, Inflammation, and Immunity Objectives**

*Brooks Robey made a motion to approve all the consent agenda items. The motion was seconded by Mia Bertalan. The motion passed by a unanimous vote.*

## New Business

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1. **Step 2 CS Requirement for 20-21 AY – Adam Weinstein, MD, John Dick, MD, & Campbell Levy, MD**
  - i. Adam mentioned that the Step 2 CS had been canceled for the next 12-18 months so students in the class of 2021 will be unable to take it prior to graduation. We would like to amend the policy for the class of 2021 to not have to take Step 2 CS prior to graduation (this is due to the COVID-19 pandemic).
  - ii. Discussion
    - a. One member asked what other institutions are doing in substitution to not taking the Step 2 CS.
    - b. John Dick answered that Geisel will still be assessing clinical skills. We are running OSCE's using standardized patients and standardized cases that assess the student's ability in all clinical skills. These have increased over the past 2 years to mimic the Step 2 clinical skills, and he believes they are getting at the same knowledge set and clinical set and skills set that is expected of medical schools.

*Bill Nelson made a motion to approve suspending the requirement that the class of 2021 has to take the Step 2 CS, and in lieu of that, they will have a thorough evaluation of their clinical skills through Geisel's 3<sup>rd</sup> and 4<sup>th</sup> year OSCE's. The motion was seconded by Nayla Ahmed. The motion passed by a unanimous vote.*

**2. Clinical Care Program Objectives – John Dick, MD and Adam Weinstein, MD**

- i. Adam Weinstein summarized the review document presented to the MEC.
- ii. Discussion
  - a. One member asked if the assessment of these program objectives would be appropriate as well to include in the substitution of the Step 2 CS. Adam answered that students are already assessed and must demonstrate competence in these objectives, so they are already graduation requirements.

*Brooks Robey made a motion to approve the Clinical Care Program Objectives review. The motion was seconded by Barbara Homeier. The motion passed by a unanimous vote.*

**3. Phase 2 Subcommittee – Leah Matthew, MD**

- i. Leah shared the mock schedule that the MEC subcommittee had came up with. She mentioned that all Phase 2- Year 3 clerkships are being proposed to be 6 weeks long, with the idea is that this will enable Neuro to move into Phase 2, and also add 2 weeks additional elective time in Phase 2. This will also add 4 weeks elective time in Phase 3.
- ii. Adam clarified that all the blocks, 1-8, are 6 weeks long. All clerkships—Family Medicine, Psychiatry, Ob-Gyn, Pediatrics, Surgery, and Medicine are 6 weeks long except for Neuro which is 4 weeks long. For the Neuro block to be 6 weeks long, it would be 4 weeks of Neuro paired with a 2-week elective.
- iii. Leah described the transition stage for Neuro over the next couple years as currently Neuro is a Year 4 clerkship, so there would be a period of transition when Year 4 students still are taking Neuro as we transition it to a Year 3 clerkship.
- iv. Discussion
  - a. One member asked when this switch would occur? This switch could begin to take place in the AY 21-22.
  - b. A member asked that if there are issues and they need to gain the time back for the clerkships, then is it built into the curriculum to gain the time back? The subcommittee noted that in shortening Medicine, Surgery, and Pediatrics, the subcommittee plans to review ideas for how to capture this time, in an individualized way, to be sure the objectives, material, and experiences are captured during the extra 4 weeks of elective time in Phase 3. Leah noted to think of it as the experiences are not being eliminated, but rather moved into Phase 3. For example, for a student who does Medicine clerkship first, they may not have any other inpatient medicine experience after this. By considering a way to capture inpatient medicine, surgery, and pediatrics in Phase 3 will allow students to practice in these fields in more advanced manner and with added responsibility and roles.
  - c. One member asked if they have analyzed the required clerkships and the experiences that the students are getting, and are they comfortable that they are getting everything they need in the current required format such that they don't want to add anything more required. Yes, and in fact, the clerkship directors were asked directly this question and the length of clerkship time they felt students needed to achieve their clerkship goals and objectives and required experiences. The clerkship directors discussed this proposal a few times and helped form this proposal.
  - d. Additionally, the subcommittee will continue to meet and discuss what is noted above in addition to an acute or intensive care experience in Phase 3. Leah said they are working through that now in their agenda for the subcommittee.

***Brooks Robey made a motion to approve the proposed changes for Phase 2. The motion was seconded by Eric Loo. The motion passed by a unanimous vote.***

**4. Sub-internship Policy – John Dick, MD & Campbell Levy, MD**

- i. Campbell summarized the proposed change to the policy would be for the 20-21 academic year, to amend the policy to state that Geisel students are required to successfully complete at least one 3-week Sub-Internship (rather than 4 week sub-internship). Campbell mentioned that due to this being a product of COVID-19, they would go back to the 4 weeks eventually.
- ii. Discussion
  - a. Discussion was centered on capacity of sub-internship sites and especially at our affiliated sites like CPMC, together with the inability of students to complete their requirement through visiting sub-internships, has impacted capacity. Campbell noted that medicine sub-Is have been most impacted and to give every student an opportunity for medicine sub-Is, having them be 3 weeks long, with an intention to achieve the same objectives in 3 weeks, was the solution. All other sub-Is would remain as 4 weeks.
  - b. Adam clarified this amendment would be for the 20-21 academic year, and the policy would remain unchanged for the long term, and rather this is making an amendment for this academic year.

***Eric Loo made a motion to approve the amendment to the policy for the 20-21 academic year, Geisel students are required to successfully complete at least one 3-week Sub-Internship (rather than 4 weeks). The motion was seconded by Meg Hanley. The motion passed by a unanimous vote.***

**5. Ob-Gyn Objectives and Essential Skills – Paul Hanessian, MD**

- i. Paul summarized the updated objectives and essential skills and the reasons for the changes.
- ii. Discussion
  - a. One member asked about combining abnormal uterine bleeding with “uterine disease” and was wondering if the bleeding part of the presentation was so important that everyone should see that. Paul mentioned that uterine disease is going to present with bleeding some way or another, so combining should not alter the student experience.
  - b. A member mentioned instead of removing breastfeeding counselling as an essential skill, seeing about moving this to the Pediatrics clerkship. Adam mentioned that if this were the case, they would need to check with the Pediatrics Clerkship Directors first before making any changes, though this seemed like a skill that all students would participate in in that context too.
  - c. Paul suggested updating the skill to “Counsel, with supervision; Post-partum care including breast feeding.” Another addition was adding the word “gynecological,” to make “Gynecological yearly Exam: Including Breast, Pelvic exam (bimanual and speculum).”

***Eric Loo made a motion to approve the Ob-Gyn Objectives and Essential Skills. The motion was seconded by Bill Nelson. The motion passed by a unanimous vote with 1 abstention.***

**6. Preclinical Attendance Policy – Virginia Lyons, PhD & Terri Eastman, M.Ed**

- i. Adam and Virginia summarized the first proposed update to the policy (in blue) which was, "In all cases of absence from a required class, the student is responsible for contacting the appropriate course leader to discuss making up the work that is missed. **Students should contact course leaders prior to the missed session(s) if possible.**"
- ii. Additionally, the M1 students proposed a second update to the policy which was, "*Absences due to unforeseen circumstances or religious observances are not counted as planned time away.*"
- iii. Discussion
  - a. A member asked if this policy was equitable for individuals who do not practice religion. Another member answered that they did not believe this would be negative to the students who this did not apply to but would rather be more inclusive to the students that this applies to.
  - b. Multiple members expressed that they liked the proposed changes to the policy.

***Brooks Robey made a motion to approve the proposed changes to UME-CURR.PCE-0004 Preclinical Attendance Policy. The motion was seconded by Falen Demas. The motion passed by a unanimous vote.***

**7. Capstone Course – Campbell Levy, MD**

- i. Campbell proposed having the students starting the QI projects in December as opposed to in July for the Capstone Course.

***Sarah Crockett made a motion to approve starting the QI project in December for the Capstone Course. The motion was seconded by Falen Demas. The motion passed by a unanimous vote.***

**Adam Weinstein, MD**

Adam Weinstein, Chair, adjourned the meeting at 6:03 P.M.

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## Ongoing Business

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- Evaluation Oversight Committee
- LCME Oversight Committee
- ABG Interpretation
- USMLE Step 1 Policy
- USMLE Step 2 Policy
- 3<sup>rd</sup> Year student clinical elective credit requirements

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## Future Meetings

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

- July 21, 2020
- August 18, 2020
- September 15, 2020
- October 20, 2020
- November 17, 2020
- December 15, 2020