

Meeting Date: March 20, 2024
Time: 4:00 – 6:00 p.m.
Meeting Location: Zoom
Approval: April 17, 2024
Recorded By: Amy Rose

Attendance

Present = X, Absent = 0

Faculty Voting Members

Black, Candice (Department of Pathology and Laboratory Medicine)	X	Boardman, Maureen (Preclinical & Clinical- Family Medicine, Community Preceptor Rep)	X	Castellano, Juliana (Clinical -)	0	Chamberlin, Mary (Clinical - Medicine)	X
Guthiknoda, Kiran (Department of Anesthesiology)	X	Hartford, Alan (Clinical-Medicine)	0	Hofley, Marc (Clinical – Pediatrics)	X	Homeier, Barbara (Preclinical- Pediatrics)	X
Lee, Michael (Department of Medical Education)	X	Matthew, Leah (Clinical-Family Medicine)	X	Marshall, Alison (Clinical – Emergency)	X	Sorensen, Meredith, Chair (Clinical-Surgery)	X
Pellegrini, Vin (Department of Orthopaedics)	X	Thesen, Thomas (Department of Medical Education)	0	Thompson, Rebecca (Clinical – Neurology)	X		

Student Voting Members

Year 1

Dameron, Corbin	0	Darling – Mena, Addie	X	Gayne, Alexys	0	O'Brien, Wade	0
------------------------	---	------------------------------	---	----------------------	---	----------------------	---

Year 2

Hernandez, Eli	X	Li, Kevin	0	Pfaff, Mairead	0	Plona, Kelsey	0
-----------------------	---	------------------	---	-----------------------	---	----------------------	---

Year 3

Fong, Justin	X	Gil Diaz, Macri	X	Maosulishvili, Tamar	0	Thomason, Helen	0
---------------------	---	------------------------	---	-----------------------------	---	------------------------	---

Year 4

Carhart, Briggs	X	Cheema, Amal	X	Fitzsimmons, Emma	X	Thomson-Salazar, Chris	X
------------------------	---	---------------------	---	--------------------------	---	-------------------------------	---

MD/PhD

Emiliani, Francisco	0	Zipkin, Ronnie	0	Marshall, Abigail	0	Reiner, Timothy	X
----------------------------	---	-----------------------	---	--------------------------	---	------------------------	---

Non-Voting Members

Albright, Amanda (Instructional Designer)	X	Borges, Nicole (Chair, Dept. of Medical Education)	0	Chimienti, Sonia Dean for Educational Affairs	X	Dick III, John (Clinical - Associate Dean Clinical Curriculum)	0
---	---	--	---	---	---	--	---

Eastman, Terri (Preclinical - Director, Preclinical Curriculum)	X	Eidtson, Bill (Assistant Dean, Student Success & Accessibility)	0	Fountain, Jennifer (Assessment)	0	Vacant (Associate Dean, Student Affairs)	
Jaeger, Mikki (Registrar)	X	Kerns, Stephanie (Associate Dean, Health Sciences & Biomedical Libraries)	X	Lyons, Virginia (Preclinical - Associate Dean Preclinical Curriculum)	X	McAllister, Steve (Director, Educational Technology)	0
Vacant (Director, Assessment & Evaluation)		Vacant (Associate Dean, Biomedical Science Integration Chair, Geisel Academy of Master Educators)		Pinto-Powell, Roshini (Associate Dean, Admissions)	X	Vacant (Associate Director, Educational Technology)	
Thurber, Peter (Clinical - Director, Clinical Curriculum)	X	Rose, Amy (Administrative Support, UME Affairs)	X	Cameron, Justine (Director, Accreditation & CQI)	X	Shaker, Susan (Preclinical- Manager)	X
McBride, Lisa (Associate Dean, Diversity, and Inclusion)	0	Weissburg, Paul (Associate Dean, Evaluation and Assessment)	X	Levy, Campbell (Phase 3 Director)	X		

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

Vice Chairs for Academics – Student Government							
Cheema, Amal	X	Gil Diaz, Macri	X				

Former MEC Student Members – Student Government

Guest(s)							

Call to Order

Meredith Sorensen, MD Chair – Medical Education Committee

Meredith Sorensen, called the meeting to order at 4:10 pm.

Announcements

Meredith Sorensen, MD

- Full Curriculum Review Update** – looking for volunteers to join the full curriculum review working group. Reach out to Dr. Weissburg if you are interested in being a part of the

working group. Dr. Weissburg will bring a proposal of the review process for the MEC to weigh in on during the April meeting.

Approval of Meeting Minutes

Meredith Sorensen, MD

Approval of February 2024 meeting minutes.

Leah Matthew made a motion to approve the February 2024 MEC meeting minutes. The motion was seconded by Alison Marshall. The motion passed with 1 abstaining.

Student Issues & Feedback

- Planning on discussing student representation on subcommittees with Dr. Sorensen.

Consent Agenda

1. Phase 3 Recommendations – Dr. Campbell Levy

- **Recommendation 1**
 - Work to develop a structure for sub-internship courses to enable the exchange of best practices, align educational objectives, standardize assessments, and track measures of educational outcomes, as appropriate.
- **Recommendation 2**
 - Address the potential gaps in Phase 3 curriculum identified in the MPO Gap Analysis, starting with discussion with Phase 3 core course leaders and coordinating similar efforts with Phase 2 leadership.
- **Recommendation 3**
 - Consider a more comprehensive analysis of the entire curriculum to determine where and how MPOs are taught.
- **Recommendation 4**
 - Work to modify the clinical evaluation system to increase consistency between courses and validity to best support the growth of clinical learning for most students while identifying learners who may not be meeting competencies and who may need further support.
- **Recommendation 5**
 - Continue to track data regarding confidence for the transition to residency, endeavor to better understand the reasons for a slightly lower relative level of confidence and optimize content within the Capstone Course and potentially elsewhere within Phase 3 to address confidence in skills to begin residency.
- **Recommendation 6**
 - Incorporate vertical integration of relevant threads including foundational science more effectively throughout the curriculum, including Phase 3.

Vin Pellegrini made a motion to accept the Phase 3 recommendations. Seconded by Alison Marshall. The motion was passed unanimously.

Subcommittee Updates

1. Phase 1 – Dr. Lyons
 - Heme and I3 course review will be coming to the MEC in April. Heme has new course objectives and I3 is working on revising course objectives.
 - Calendar is being shortened by 2 weeks, there is shuffling of topics, will have a draft of a plan in the next month.
2. Phase 2 – Dr. Matthew
 - CEI course will be reviewed by Phase 2 subcommittee.
3. LCC Update – Dr. Nelson
 - Continued work on restructuring LCs – some LCs will be threads and others will be courses, considering the idea of having to pass the courses before moving to the next phase.

Old Business

1. Grade Appeal Policy Revisions

- a. GAOE endorsed revisions to the Grade Appeal Policy included:
 - i. Eliminate the level 3 appeal.
 - ii. Mistreatment/bias concerns need to go to the Director of Learning Environment.
 - iii. Mistreatment/bias concerns should be filed prior to the grade release.
 - iv. Modify GART quorum from 4 to 3.
 - v. Remove Phase specific representation on GART.
 - vi. Modify timelines – allow GART additional time to review and make decision of level 2 appeals.
- b. Discussion:
 - i. Students expressed concern for removing mistreatment/bias from a level 2 appeal along with the idea of filing a mistreatment report prior to the release of grades.
 - ii. GART felt it was appropriate to remove mistreatment/bias as a basis for a level 2 appeal to create fairness in appeals.
 - iii. Faculty expressed concern with removing the phase representation requirement from GART meetings.
- c. Action Items:
 - i. Connect with Director of Learning Environment to further discuss removing mistreatment/bias as a basis for a Level 2 grade appeal.
 - ii. Establish a standing meeting time for GART.
 - iii. Diversify Phase 2 representation on GART/request more clerkship directors to participate rather than removing required representation as outlined in the policy.

New Business

2. Advanced Ambulatory Medicine (AAM) Review – Dr. Campbell Levy

- a. Strengths
 - i. Didactic session – learning well-aligned with goals; peer-to-peer learning valued
 - ii. Balance of workload – assignments, clinical learning, self-study time for NBME
 - iii. Broad variety of cases and pathology
 - iv. Manageable yet challenging caseload
 - v. Degree of autonomy well-targeted to Yr 4 students
 - vi. Logistics well-organized
 - vii. Organization of orientation – clear expectations
 - viii. Staff availability, support, and enthusiasm

- b. Recommendations
 - i. Continue faculty development to improve consistency site-to-site for student expectations - clarify clinic responsibilities, degree of autonomy for students, case load per student.
 - ii. Continue efforts to have students work with the same preceptors as consistently as possible throughout the clerkship.
 - iii. Clarify expectations of student presentation feedback exercise (i.e. done for all students).
 - iv. Continue efforts to focus or consolidate number of course objectives and ensure aligned with assessments.

- c. Course Leader Action Plan

Faculty Development to Improve Consistency:

1. Plan to do site visits every 3 years with faculty for development to include:
 - Scheduling visits for each AAM Clerkship site beginning with Mississippi
 - One-on-one discussions by Clerkship Directors with faculty during site visits on faculty/preceptor expectations for clerkship, provide documentation/outline (written and verbal).
2. Send out written documentation for expectations at start of each academic year to each clerkship site
3. Solicit and provide site feedback at the end of each Academic year to each clerkship site through written communications and/or site meetings

Consistency in Preceptors:

1. Discussed with GIM Section Chief with plan to improve scheduling so students are working more consistently with faculty MD's and DO's and less time with APPs.
2. Section of GIM currently working to recruit more physicians
 - Two have been hired recently.

Student Presentation Feedback

1. We will add an additional slide with clear guidelines on assignment expectations during Clerkship orientation
2. We will remind students of assignment prior to Friday didactic presentations.

Course Objectives and Assignments

1. AAM team will review list of objectives and assignments during our upcoming yearly team meeting.

Vin Pellegrini made a motion to accept the course leader action plan as presented. Seconded by Chris Thomson- Salazar. The motion was passed unanimously.

Ongoing Business

- Policy working group
- MEC Bylaws/Charge working group
- Full Curriculum Review

Future Meetings

MEC meetings are the 3rd Wednesday of each month from 4:00 – 5:30 p.m.

- April 17th
- May 15th