

MEDICAL EDUCATION COMMITTEE MEETING MINUTES

Meeting Date: July 16, 2025

Time: 4:00 – 6:00 p.m.

Meeting Location: Borwell 383, Zoom

Approval:

Recorded By: Emily Godfrey

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)	O	Chamberlin, Mary (Clinical - Medicine)	X		
Guthikonda, Kiran (Department of Anesthesiology)	O	Hofley, Marc (Clinical – Pediatrics)	X	Homeier, Barbara (Preclinical- Pediatrics)	O	Jankowski, Mary (Department of Psychology)	X		
Lee, Michael (Department of Medical Education)	X	Marshall, Alison (Clinical – Emergency)	X	McNulty, Nancy (Department of Radiology)	X	McCrory, KrisEmily (Department of Family Medicine)	O		
Myers, Lawrence (Department of Med Ed & Biochemistry & Cell Biology)	X	Thesen, Thomas (Department of Medical Education)	X	Pellegrini, Vin (Department of Orthopedics)	O	Phillips, Oliver (Department of Neurology)	X		

Student Voting Members									
Year 1									
Year 2									
Ganga, Kiran	X	Johnson, Jakobi	O	Sherman, Meredith		St. John, Emily	X		
Year 3									
Dameron, Corbin (Co-academic chair)	X	Darling – Mena, Addie	X	McNamara, Colin	X	Shirmer, Dain	O	Harring, Alden	X
Year 4									
Hernandez, Eli	X	Li, Kevin	O	Pfaff, Mairead	O	Plona, Kelsey	O	Ramkumar, Nividetta	X
MD/PhD									
Gayne, Alexys	X	Armero, Andre	X	Marshall, Abigail	X	Reiner, Timothy	X		

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Non-Voting Members

Albright, Amanda (Instructional Designer)	X	Borges, Nicole (Chair, Dept. of Medical Education)	X	Cameron, Justine (Director, Accreditation & CQI)	X	Chimienti, Sonia Dean for Educational Affairs	X
Cunningham, Tara (Associate Dean, Student Life)	O	Dick III, John (Assistant Dean for Clinical Skills Excellence)	X	Eastman, Terri (Director, Integrated Curriculum)	X	Eidtson, Bill (Assistant Dean, Student Success & Accessibility)	O
Fountain, Jennifer (Assessment)	X	Godfrey, Emily (Medical Education Coordinator)	X	Jaeger, Mikki (Registrar)	O	TBD (Associate Dean, Health Sciences & Biomedical Libraries)	O
Levy, Campbell (Assistant Dean of Advanced Clinical Curriculum (Phase 3))	O	Lyons, Virginia (Pre-clerkship - Associate Dean Pre-clerkship Curriculum)	X	Matthew, Leah (Assistant Dean, Core Clinical Curriculum)	X	McAllister, Steve (Director, Educational Technology)	O
McBride, Lisa (Associate Dean, Diversity, and Inclusion)	O	Mishra, Manish (Director, Learning Environment)	X	Pinto-Powell, Roshini (Associate Dean, Admissions)	X	Rose, Amy (Educational Affairs)	O
Shaker, Susan (Director, Pre-clerkship Education)	X	Taylor, Julie (Associate Dean, Medical Education)	X	Thompson, Rebecca MEC Chair (Clinical Neurology)	X	Weissburg, Paul (Associate Dean, Evaluation and Assessment)	X

Student Non-Voting Members

Thomason, Helen (Co academic Chair)	X					
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Guest(s)

Courtney Vengrin	Alex Rich	

Call to Order

Rebecca Thompson, MD Chair – Medical Education Committee

Rebecca Thompson called the meeting to order at

Announcements

- Welcome Dr. Courtney Vengrin, New Director of Assessment
- New voting faculty members to start in August

Approval of Meeting Minutes

Rebecca Thompson, MD

Approval of June meeting minutes.

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Becky Thompson made a motion to approve the June 2025 MEC meeting minutes. The motion was seconded by Helen Thomason. The motion passed.

Subcommittee Updates

1. Phase 1 – Dr. Virginia Lyons: MLS presented revised course objectives that better articulate expectations of learners and goals of the course; subcommittee voted to pass revisions
2. Phase 2 – Dr. Leah Matthew: Revised charge
3. Phase 3 – Dr. Campbell Levy: No new updates
4. GAOC – Dr. Paul Weissburg: Updated "Mulligans" proposal and discussion. Discussion of the role of the GAOC.
5. CTs- Dr. Julie Taylor: Research & Scholarship CT Leader search ongoing. Next Quarterly CT meeting is 8/8. Fall retreat will be 10/24.

Consent Agenda

1. Vote: Mulligans- Dr. Paul Weissburg

Current Mulligan system:

- The first two times a student fails a course, they receive an **Incomplete, not a Fail** (aka, a **Mulligan**)
- The student takes a **retest exam** for the course and, if they pass, the **Incomplete -> Pass**
- No record of having failed the course - transcript or MSPE
- If a student fails a third course, they receive a grade of **Fail** and they are referred to the APC. At that point they may be provided a **remediation exam** or take a split year
- If they pass a remediation exam, they receive a grade of **Pass** on their transcript with a note under the course: "(F grade raised by re-exam)"

Updated Proposal:

- Year One (the first four blocks): Two Mulligans
- Year Two: "Mulligans" no longer offered, but students receive clear guidance on options and resources if they encounter challenges
 - Support from CAAGs and Academic Support Office
 - Option to split
 - Option to take a LOA
 - Etc.
- Early APC involvement
 - First Mulligan: Notification of the APC
 - Second Mulligan: Student meets with the APC
- A two-step implementation process
 - The earlier intervention of the APC goes into effect for the Class of 2029
 - Limiting the two Mulligans to Year One goes into effect for the Class of 2030

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* It was brought to the MEC's attention that if Mulligans are restricted to year 1, how is the APC involving themselves in those student populations? The APC would still be notified, whether it's a course failure or a mulligan, so they wouldn't not be notified because of the mulligan. Even with a course failure, there is notification. This will be clarified in the new Mulligan system.

Alison Marshall made a motion to approve the proposed changes to the Mulligan Policy. The motion was seconded by Mary Chamberlin. The motion passed.

2. Vote: Step1 Policy

Proposed Policy Revisions:

- MD students entering in AY 2025 and beyond are required to sit for USMLE Step 1 prior to starting the clinical stage of their training. (Students who entered prior to AY 2025 are not subject to this policy revision.)
- Students who will likely benefit from additional preparation time will automatically be scheduled with a Phase 2 grid that starts with a Step 1 support elective.
- Academic progression will be paused until the Step 1 policy requirements are met.
- The APC will be automatically notified of any USMLE Step 1 failures, delays, and extended study plans.

Becky Thompson made a motion to approve the proposed changes to the Step 1 Policy. The motion was seconded by Oliver Phillips. The motion passed.

Old Business

1. Simulation: Dr. John Dick & Charlotte Beaton

- Expanded use of simulation to meet targeted curricular needs
 - IPE
 - Clinical Competencies
 - Clerkship Assessments
- SP Development
- Infrastructure Changes
- Process Changes
- Evaluation of New Methods and Modes of Simulation

2. NCPC Guidelines- Dr. Julie Taylor

- Passed at the June MEC meeting
- 2 step process where proposals could be formally submitted to a dedicated committee who could consider them, improve them, provide feedback, then triaged (if approved) to the relevant subcommittee.
- Quarterly submission deadlines
- Website and links to go live on August 1, 2025.

New Business

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1. Pre-Clinical & Clinical Split Policies- Dr. Julie Taylor

- #1 Goal is student success, 2nd goal is to have accurate, effective, and internally consistent policies.
- Students have a max of one split year in phase 1 and must complete the entire phase 1 program in three years. It would apply to students who have not yet matriculated.
- Maintain consistency and flexibility the exiting policy provides.

2. Course & Clerkship review process- Dr. Paul Weissburg

Proposed Modifications:

- Return to biennial schedule for course and clerkship reviews, rather than a triennial review + “check-in”
- Course and Clerkship reviews are brought to the appropriate phase subcommittees for discussion. The phase subcommittee chairs with then report that information up to the MEC

Benefits of the new process:

- Positive feedback, useful data points to help ascertain best practices and which areas need more attention.
- External reviewer from the Evaluation & Assessment team has provided an extra set of eyes
- Reviews continue to utilize student feedback
- MEC and phase subcommittees have more time to devote to “bigger picture” issues and discussion
- Final reports have been concise and useful
- Re-routing certain aspects of the course/clerkship review process to appropriate phase subcommittees has facilitated useful discussion among course leaders/clerkship directors. Improved communication.

Ongoing Business

- Phase 1 review
- Full curriculum review

Future Meetings

MEC meetings are the 3rd Wednesday of each month from 4:00 – 6:00 p.m.

- August 20th
- September 17th