

## MEDICAL EDUCATION COMMITTEE MEETING MINUTES



**Dartmouth**  
GEISEL SCHOOL OF  
MEDICINE

Meeting Date: Tuesday, July 17, 2018  
 Time: 4:00 – 6:00 p.m.  
 Meeting Location: DHMC – Auditorium B  
 Approval:  
 Recorded By: Rachel A. Hammond

### ATTENDANCE

#### Faculty Voting Members

<b>Ames, James</b> (Clinical-Orthopedics)	X	<b>Crockett, Sarah</b> (Clinical-Emergency Medicine)	X	<b>Hanissian, Paul</b> (Pre-Clinical- SBM Reproduction; Clinical-Obstetrics and Gynecology)	X	<b>Huntington, Jonathan</b> (Clinical-Medicine)	--
<b>Jaynes, Scott</b> (Faculty Council)	--	<b>Loo, Eric</b> (Pre-Clinical-Pathology)	0	<b>Mullins, David</b> (Pre-Clinical)	0	<b>Myers, Larry</b> (Pre-Clinical)	0
<b>Murray, Carolyn</b> (Clinical-Medicine)	X	<b>Nelson, Bill</b> (Pre-Clinical and Clinical- Health and Values VIG)	X	<b>Rees, Judy</b> (Pre-Clinical-Epidemiology)	X	<b>Robey, R, Brooks</b> (Pre-Clinical)	--
<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> (Pre-Clinical)	0
<b>Weinstein, Adam</b> Chair; Pre-Clinical-Renal Phys; Clinical-On Doc and Pediatrics)	X						

#### Student Voting Members Year 1

<b>TBD</b> (Student-1 <sup>st</sup> Yr. Rep)		<b>TBD</b> (Student-1 <sup>st</sup> Yr. Rep)		<b>TBD</b> (Student-1 <sup>st</sup> Yr. Rep)		<b>TBD</b> (Student-1 <sup>st</sup> Yr. Rep)	
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#### Student Voting Members Year 2

<b>Bessen, Sarah</b> (Student-2 <sup>nd</sup> Yr. Rep)	--	<b>Del Favero, Natalie</b> (Student-2 <sup>nd</sup> Yr. Rep)	--	<b>Lindqwister, Alexander</b> (Student-2 <sup>nd</sup> Yr. Rep)	--	<b>Stanko, Kevin</b> (Student-2 <sup>nd</sup> Yr. Rep)	--
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#### Student Voting Members Year 3

<b>Bachour, Kinan</b> (Student-3 <sup>rd</sup> Yr. Rep)	0	<b>Berkowitz, Julia</b> (Student-3 <sup>rd</sup> Yr. Rep)	--	<b>Bhushan, Vivian</b> (Student-3 <sup>rd</sup> Yr. Rep)	--	<b>Di Cocco, Bianca</b> (Student-3 <sup>rd</sup> Yr. Rep)	--
<b>Kettering, Alexander</b> (Student-3 <sup>rd</sup> Yr. Rep)	0	<b>Warren, Celestine</b> (Student-3 <sup>rd</sup> Yr. Rep)	0				

#### Student Voting Members Year 4

<b>D'Agostino, Erin</b> (Student-4 <sup>th</sup> Yr. Rep)	--	<b>Kuczmarski, Thomas</b> (Student-4 <sup>th</sup> Yr. Rep)	0	<b>Merali, Natasha</b> (Student-4 <sup>th</sup> Yr. Rep)	X	<b>Ramos, Joshua</b> (Student-4 <sup>th</sup> Yr. Rep)	X
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#### Student Voting Members MD/PhD

<b>Chidawanika, Tamutenda</b> (Student-MD/PhD Rep)	X	<b>Emiliani, Francesco</b> (Student-MD/PhD Rep)	--	<b>Rees, Christiaan</b> (Student-MD/PhD Rep)	0	<b>Svoboda, Marek</b> (Student-MD/PhD Rep)	--
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Present = X / Absent = -- / Excused = 0

Faculty Non-Voting Members							
<b>Albright, Amanda</b> (Computing)	--	<b>Bowman- Schmidt, Max</b> (Student)	--	<b>Dick. III, John</b> (Associate Dean, Yrs. III, IV)	--	<b>Duncan, Matthew</b> (Assoc. Dean, Student Affairs)	--
<b>Eastman, Terri</b> (Pre-Clinical Curriculum Director)	X	<b>Eidson, William</b> (Director, Learning Services)	--	<b>Fountain, Jennifer</b> (Year II Curric. Mng)	X	<b>Hammond, Rachel</b> (MEC Admin. Support)	X
<b>Jaeger, Michele</b> (Registrar)	X	<b>Kerns, Stephanie</b> (Libraries Sciences)	X	<b>Kidder, Tony</b> (Year I Curric. Mng.)	--	<b>Lahey, Timothy</b> (Pre-Clinical-Year II Co-Director)	0
<b>Lyons, Virginia</b> (Assistant Dean, Year I)	X	<b>McAllister, Stephen</b> (Computing)	--	<b>Montalbano, Leah</b> (Assessment & Evaluation)	X	<b>Ogrinc, Greg</b> (Senior Associate Dean for Medical Education)	0
<b>Pinto-Powell, Roshini</b> (Assoc. Dean Student Affairs)	--	<b>Reid, Brian</b> (Computing)	X	<b>Ricker, Alison</b> (Clinical Curriculum Director)	X		--
<b>Shoop, Glenda</b> (Learning Srv./Curric. Design & Evaluation)	0	<b>Swenson, Rand</b> (LCME, Chair Dept Med Ed)	--	<b>Verma, Kanak</b> (Student- Curriculum Review Task Force Rep)	--	(Faculty Development)	
(Chair, Geisel Academy of Master Educators)		(TDI)					
Guest(s)		Guest(s)		Guest(s)		Guest(s)	
Julia Frew							
Hal Manning							

Present = X / Absent = -- / Excused = 0

**1. Call to Order – Adam Weinstein, MD**

Dr. Adam Weinstein, Chair, called the meeting to order at 4:05 p.m.

**2. Approval of June’s meeting minutes – Adam Weinstein, MD**

*Dr. James Saunders made a motion to approve the June 2018 minutes. The motion was seconded by Dr. Marlene Sachs. The motion passed by a unanimous vote.*

**3. Announcements – Adam Weinstein, MD**

Dr. Adam Weinstein recognized the new faculty members, Dr. Meredith Sorenson and Dr. Eric Loo. Both were unable to attend today’s meeting. Based on the updated bi-laws, the new additional students are Sarah Bessen, Natalie Del Favero, Kinan Bachour, Julia Berkowitz, Vivian Bhushan, Bianca Di Cocco, Thomas Kuczmariski, Francesco Emiliani, and Marek Svoboda. The new student members were also not able to attend today’s meeting. Student attendance is low due to summer schedules, and the new students were not invited until early last week.

**4. Student Issues/Feedback**

None.

**5. Old Business**

None.

- **Consent Agenda**
  - Principles of Pedagogy Document
  - Year II: Med Pharm Course Objective changes

See attachment(s).

*Dr. Paul Hanissian made a motion to approve the Consent Agenda. The motion was seconded by Dr. William Nelson. The motion passed by a unanimous vote.*

**6. New Business**

- **Year II: Psychiatry Course Review – Julia Frew, MD**

This course occurs in the second term of year 2. The course director is Dr. Julia Frew. Dr. Gillian Sowden will begin as co-director in July 2018. This course currently has 65 curricular hours and was last reviewed in March 2016.

The review team felt there were a few areas that could use improvement. One was the way Health and Values, and Clinical Nutrition could be added.

Dr. Frew is having a hard time finding information on what the NBME means by the “basic science” of “Behavioral Science”, tested on Step 1. Suggestions are as follows.

- Check the Step 1 Brochure
- Email the NBME (ask them what content they include under this score)
- Reference the letter sent out by Dr. Julie Kim
- USMLE Bulletin – Michele Jager will email Dr. Frew

Dr. Frew will report back to the MEC on what she discovers. The group did a quick google search during the meeting, and there is an outline of some of this content on the USMLE Bulletin website.

Additionally, Dr. Spaller, Dr. Gillis, and Dr. Frew are coordinating a meeting to address the opioid pharmacology, pain management concerns.

Unrelated to the SBM Psych course, however it comes up within this course’s evaluation, this year more than years past, there is a concern about degree of unprofessional free text comments written by some students.

This is a timely concern and topic, as the evaluation oversight committee is getting ready to discuss plans on how to address this and help these students learn the significance of these and learn how to give useful productive feedback regarding their concerns.

See attachment(s).

*Dr. Sarah Crockett made a motion to approve the Year II: Psychiatry Course Review. The motion was seconded by Dr. James Saunders. The motion passed by a unanimous vote.*

- **Year III: Preparation for Clerkship Evaluation Analysis – Natasha Merali and Josh Ramos**

At the end of each clerkship the students have been asked, is there any area in which you would have liked to have had more specific knowledge or skills in the first two years of medical school to better prepare you for this clerkship. These results help in understanding the specific needs of the students and planning of future courses. This information can be useful for On Doctoring and SBM courses and even more so, for curricular planning with the restructured curriculum. All the students are required to complete these surveys.

There is always a constant struggle in the SBM courses and there needs to be a balance of teaching pathophysiology and providing some clinical excitement. If you were to ask these questions right before the students take the boards the answers would be drastically different. However the goal of these questions are for preparing students for the practice of medicine within the clerkships. Preparation for the boards is handled through a different form of evaluation.

See attachment(s).

- **Grade Appeal Policy – Adam Weinstein, MD**

The policy with changes suggested by our recently graduated students was sent to the MEC members prior to the meeting looking for feedback.

Meeting discussion was based around the wordsmithing of the suggested updates.

Updates for Scope and Applicability:

*'This does not apply to individual questions on exams or individual components that comprise a final grade in a course or clerkship or elective.'*

The above quote was felt not to be needed as the policy was regarding final summative grades and not about individual assignments. So was deleted.

Updates for Procedures

**Level 0** wording was updated to *'As soon as possible, but must be within six weeks of grade being posted'*

See attachment(s).

***Dr. William Nelson made a motion to approve the Grade Appeal Policy with suggested updates. The motion was seconded by Dr. Paul Hanissian. The motion passed by a unanimous vote.***

- **Curricular Evolution Updated Course Review Schedule – Adam Weinstein, MD**

The MEC needs to discuss a schedule for the courses in the restructured curriculum to be presented and determine what content should be included in these course presentations.

The plan will be to have one new course presented each month, and eventually two courses at a time.

#### Discussion

- The first meeting would be about objectives
- The second pass would be pedagogy and assessment
- A template will be created for how these courses should be reviewed by the MEC
- The process of implementation will be led by the Dept of Medical Education and its leadership

- The MEC needs to decide the process of when they want to review the courses and what do they should review
- Objectives, appropriate pedagogical approach, evaluation methods

The more granular and detailed the MEC requests, the heavier the schedule needs to be. The understanding is there will be multiple course teams that will include multiple stakeholders, this will help in collecting the details that the MEC would like to see.

Dr. Weinstein will meet with Dr. Ogrinc and others in Dept of Med Ed and discuss strategies based on the ideas from this discussion at this meeting, as well as additional input.

See attachment(s).

**7. Adjournment – Adam Weinstein, MD**

Dr. Adam Weinstein, Chair, adjourned the meeting at 6:00 p.m.

**8. Ongoing Business**

- 4<sup>th</sup> Year Curriculum
- Duty Hours
- Evaluation Oversight Committee
- Curricular Evolution Subcommittee
- LCME Oversight Committee

**9. Future Meetings**

*\*\*\* Please note these meetings are on the 3<sup>rd</sup> Tuesday of each month, 4:00 - 6:00 p.m.*

- ~~August 21, 2018~~ (Cancelled)
- September 18, 2018
- October 16, 2018
- November 20, 2018
- December 18, 2018