### MEDICAL EDUCATION COMMITTEE MEETING MINUTES

**Meeting Date:** Tuesday, September 19, 2017  
**Time:** 4:00 – 6:00 p.m.  
**Meeting Location:** DHMC – Auditorium E  
**Approval:** Tuesday, October 17, 2017  
**Recorded By:** Rachel A. Hammond

### ATTENDANCE

<table>
<thead>
<tr>
<th>Voting Members</th>
<th>Voting Members</th>
<th>Non-Voting Members</th>
<th>Non-Voting Members</th>
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</thead>
<tbody>
<tr>
<td>Ames, James (Clinical-Orthopedics)</td>
<td>Nierenberg, David (Pre-Clinical Year II Assoc. Director; Clinical-Pharmacology)</td>
<td>Albright, Amanda (Computing)</td>
<td>Montalbano, Leah (Assessment &amp; Evaluation)</td>
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<tr>
<td>Chidawanika, Tamutenda (Student-MD/PhD Rep)</td>
<td>Ramos, Joshua (Student-3rd Yr. Rep)</td>
<td>Bowman- Schmidt, Max (Student)</td>
<td>Ogrinc, Greg (Senior Associate Dean for Medical Education)</td>
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<tr>
<td>Crockett, Sarah (Clinical-Emergency Medicine)</td>
<td>Rees, Christiaan (Student-MD/PhD Rep)</td>
<td>Dick. III, John (Associate Dean, Yrs. III, IV)</td>
<td>Pinto-Powell, Roshini (Assoc. Dean Student Affairs)</td>
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<tr>
<td>Hanissian, Paul (Pre-Clinical- SBM Reproduction; Clinical-Obstetrics and Gynecology)</td>
<td>Rees, Judy (Pre-Clinical-Epidemiology)</td>
<td>D’Agostino, Erin (Student- Curriculum Review Task Force Rep)</td>
<td>Quigley, Jane (Libraries Sciences)</td>
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<tr>
<td>Huntington, Jonathan (Clinical-Medicine)</td>
<td>Robey, R, Brooks (Pre-Clinical)</td>
<td>Duncan, Matthew (Assoc. Dean, Student Affairs)</td>
<td>Reid, Brian (Computing)</td>
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<td>Igberase, Oluyinka (Student-4th Yr. Rep)</td>
<td>Ronan, Lara (Faculty Council)</td>
<td>Eastman, Terri (Pre-Clinical Curriculum Director)</td>
<td>Ricker, Alison (Clinical Curriculum Director)</td>
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<td>Kettering, Alexander (Student-2nd Yr. Rep)</td>
<td>Sachs, Marlene (Community Preceptor Education Board)</td>
<td>Eidtson, William (Director, Learning Services)</td>
<td>Ross, Jonathan (Chair, Geisel Academy of Master Educators)</td>
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<tr>
<td>Manning, Harold (Pre-Clinical-Year II Co-Director, Pulmonary; Clinical-Pulmonary Medicine)</td>
<td>Saunders, James (Clinical-Surgery)</td>
<td>Fountain, Jennifer (Year II Curric. Mng)</td>
<td>Sharma, Swapna (Resident, DHMC)</td>
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<tr>
<td>Merali, Natasha (Student-3rd Yr. Rep)</td>
<td>Spaller, Mark (Pre-Clinical)</td>
<td>Hammond, Rachel (MEC Admin. Support)</td>
<td>Shoop, Glenda (Learning Srv./Curric. Design &amp; Evaluation)</td>
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<tr>
<td>Montana, Phillip (Student-4th Yr. Rep)</td>
<td>Warren, Celestine (Student-2nd Yr. Rep)</td>
<td>Jaeger, Michele (Registrar)</td>
<td>Swenson, Rand (LCME, Chair Dept Med Ed)</td>
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<tr>
<td>Mullins, David (Pre-Clinical)</td>
<td>Weinstein, Adam (Chair; Pre-Clinical-Renal Physiology; Clinical – On Doc and Pediatrics)</td>
<td>Kidd, Tony (Year I Curric. Mng.)</td>
<td>Verma, Kanak (Student- Curriculum Review Task Force Rep)</td>
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<tr>
<td>Myers, Larry (Pre-Clinical)</td>
<td>(Student-1st Yr. Rep)</td>
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<td>Murray, Carolyn (Clinical-Medicine)</td>
<td>(Student-1st Yr. Rep)</td>
<td>Lyons, Virginia (Assistant Dean, Year I)</td>
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<td>Nelson, Bill (Pre-Clinical and Clinical- Health and Values VIG)</td>
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<td>McAllister, Stephen (Computing)</td>
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**Guest(s)** | **Guest(s)** | **Guest(s)** | **Guest(s)**

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**Approval Date:** Tuesday, October 17, 2017  
**Page:** 1 of 4
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 August’s meeting minutes – Adam Weinstein, MD

Dr. Hal Manning made a motion to approve the August 2017 minutes. The motion was seconded by Dr. Mark Spaller. The motion passed with 1 abstention.

3. Announcements – Adam Weinstein, MD

Dr. Adam Weinstein introduced Jane Quigley who will be representing the Bio Medical Libraries.

4. Old Business

- Addiction Medicine – Adam Weinstein, MD

Dr. John Dick and Dr. Paul Hanissian have sent out requests, at this time, there are no volunteers for leadership. If they are unable to find a leader, then suggested next step will be to ask the appropriate department chair to appointment someone.

- Leadership Curricular Review – Adam Weinstein, MD

Dr. Cathy Pipas will lead the Leadership Curricular Review. If you have interest in participating in this group, please contact Dr. Weinstein or Dr. Pipas. This group will come back to the MEC this winter with the findings.

5. New Business

- Consent Agenda
  - Year II: Themes Course Objectives

See attachment(s).

Dr. R. Brooks Robey made a motion to approve the Year II: Themes Course Objectives. The motion was seconded by Dr. William Nelson. The motion passed with 1 abstention.

- Evaluation Oversight Committee Update – Leah Montalbano

All questions from previous student course evaluations in years 1 and 2 have been removed and replaced with 7 new questions. This will standardize and streamline the process, assist in course to course, and longitudinal comparison, while making the evaluations more efficient and less onerous to students. There are parallels between the old and new questions, a new anchored scale is used for measurement, so this new form will not necessarily correlate with the prior ones.

Additionally, faculty in year 1 are being given the option to ask students for mid-point feedback. Faculty also still have the ability to add questions, in addition to these standardized 7 questions, to their end of year course evaluations.
The dates that the evaluations will be available to students will begin at the very last day of the term, (or course if mid-term course) and will remain open for 10 days not allowing the students to have the evaluations reopened once the 10 days are completed.

See attachment(s)

- **Graduate Survey PGY1 – Leah Montalbano**

  The Department of Medical Education has continued to reach out to graduated students to obtain feedback. The survey was designed based around the new 8 competencies and for universal clinical skills. The survey was then distributed to the 2016 graduated class and their associated residency director. Overall results illustrate a very favorable outcome as the large majority of Geisel graduates, and the average graduate illustrate excellent preparation and skills for residency.

  The plan is to continue to reach out for this coming year.

- **Student Update – Celestine Warren and Alex Kettering**

  Last month a letter signed by students was addressed to the Dean’s Office. The letter requested more attention and discussion around issues around race, and how the students are learning about race in medicine, biological differences between people. The students in the second year are learning a lot about drugs and prescribing to certain types of people, and there is a gap in understanding why this is the case. The students are asking for further understanding, is race a biological concept, how do you teach it, how does it apply clinically.

  Dr. Greg Ogrinc has been meeting with students. The challenging issue has been to identify who should be participating in these meetings given the large number of signatures. The group came to a conclusion that this isn’t just a year 2 issue, the letter was signed by students across all 4 years. What we need is a more compressive developmental plan for 4 years. This group has put together an action plan for moving forward to address some of the immediate concerns which will include an overall review all the cases that are used – (this is a larger effort that will take time to complete) and creation of a tip sheet for faculty to review. Dr. Larry Myers thinks this would be a great place to bring up in PBL, it may not overlap with the objectives but would be welcomed to be brought up and discuss. Dr. William Nelson would like to be brought into the discussion regarding strategies and how to teach this in the curriculum.

- **Curriculum Evolution Subcommittee – Rand Swenson, MD**

  This committee has met once, and will meet bi-weekly going forward. A very early version of a model was discussed at the first meeting and more updates will be forthcoming at the October meeting.

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

   Dr. Adam Weinstein, Chair, adjourned the meeting at 5:10 p.m.

7. **Action Items**

   - Identify leader for Addiction Curricular Review
   - Form/begin Leadership Curricular Review
   - Prepare update for Curriculum Evolution Subcommittee

8. **Ongoing Business**
• 4th Year Curriculum
• Addiction Medicine Curricular Review
• Leadership Curricular Review
• Duty Hours
• Course Evaluations Process
• Curricular Subcommittee
• LCME Oversight Committee

9. Future Meetings

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

• October 17, 2017
• November 21, 2017
• December 19, 2017