### 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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<tbody>
<tr>
<td>Ames, James</td>
<td>Murray, Carolyn</td>
<td>Albright, Amanda</td>
<td>McAllister, Stephen</td>
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<tr>
<td>(Clinical-Orthopedics)</td>
<td>(Clinical-Medicine)</td>
<td>(Computing)</td>
<td>(Computing)</td>
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<tr>
<td>Chidawanika, Tamutenda</td>
<td>Nelson, Bill</td>
<td>Bowman- Schmidt, Max</td>
<td>Montalbano, Leah</td>
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<tr>
<td>(Student-MD/PhD Rep)</td>
<td>(Pre-Clinical and Clinical-Health</td>
<td>(Student)</td>
<td>(Assessment &amp; Evaluation)</td>
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<tr>
<td>Crockett, Sarah</td>
<td>Nierenberg, David</td>
<td>Dick, Ill, John</td>
<td>Ogrinc, Greg</td>
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<tr>
<td>(Clinical-Emergency Medicine)</td>
<td>(Pre-Clinical Year II Assoc. Director; Clinical-Pharmacology)</td>
<td>(Associate Dean, Yrs. III, IV)</td>
<td>(Senior Associate Dean for Medical Education)</td>
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<tr>
<td>Hanissian, Paul</td>
<td>Ramos, Joshua</td>
<td>D’Agostino, Erin</td>
<td>Pinto-Powell, Roshini</td>
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<tr>
<td>(Pre-Clinical- SBM Reproduction;</td>
<td>(Student-3rd Yr. Rep)</td>
<td>(Student- Curriculum Review Task Force Rep)</td>
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<td>Clinical-Obstetrics and Gynecology)</td>
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<td>Huntington, Jonathan</td>
<td>Rees, Christiaan</td>
<td>Duncan, Matthew</td>
<td>Reid, Brian</td>
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<tr>
<td>(Clinical-Medicine)</td>
<td>(Student-MD/PhD Rep)</td>
<td>(Assoc. Dean, Student Affairs)</td>
<td>(Computing)</td>
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<tr>
<td>Igeberase, Oluwinka</td>
<td>Rees, Judy</td>
<td>Eastman, Terri</td>
<td>Ricker, Alison</td>
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<tr>
<td>(Student-4th Yr. Rep)</td>
<td>(Pre-Clinical-Epidemiology)</td>
<td>(Pre-Clinical Curriculum Director)</td>
<td>(Clinical Curriculum Director)</td>
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<tr>
<td>Jaynes, Scott</td>
<td>Robey, R, Brooks</td>
<td>Eidston, William</td>
<td>Sharma, Swapna</td>
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<td>(Faculty Council)</td>
<td>(Pre-Clinical)</td>
<td>(Director, Learning Services)</td>
<td>(Resident, DHMC)</td>
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<td>Kettering, Alexander</td>
<td>Sachs, Marlene</td>
<td>Fountain, Jennifer</td>
<td>Shoop, Glenda</td>
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<tr>
<td>(Student-2nd Yr. Rep)</td>
<td>(Community Preceptor Education Board)</td>
<td>(Year II Curric. Mng)</td>
<td>(Learning Srv./Curric. Design &amp; Evaluation)</td>
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<tr>
<td>Lindqwister, Alexander</td>
<td>Saunders, James</td>
<td>Hammond, Rachel</td>
<td>Swenson, Rand</td>
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<tr>
<td>(Student-3rd Yr. Rep)</td>
<td>(Clinical-Surgery)</td>
<td>(MEC Admin. Support)</td>
<td>(LCME, Chair Dept Med Ed)</td>
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<tr>
<td>Manning, Harold</td>
<td>Spaller, Mark</td>
<td>Jaeger, Michele</td>
<td>Verma, Kanak</td>
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<tr>
<td>(Pre-Clinical-Year II Co-Director,</td>
<td>(Pre-Clinical)</td>
<td>(Registrar)</td>
<td>(Student- Curriculum Review Task Force Rep)</td>
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<td>Pulmonary; Clinical-Pulmonary Medicine</td>
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<td>Merali, Natasha</td>
<td>Stanko, Kevin</td>
<td>Kerns, Stephanie</td>
<td>(Faculty Development)</td>
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<td>(Student-3rd Yr. Rep)</td>
<td>(Student-1st Yr. Rep)</td>
<td>(Libraries Sciences)</td>
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<tr>
<td>Montana, Phillip</td>
<td>Warren, Celestine</td>
<td>Kidder, Tony</td>
<td>(Chair, Geisel Academy of Master Educators)</td>
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<tr>
<td>(Student-4th Yr. Rep)</td>
<td>(Student-2nd Yr. Rep)</td>
<td>(Year I Curric. Mng.)</td>
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<td>Mullins, David</td>
<td>Weinstein, Adam</td>
<td>Lahey, Timothy</td>
<td>(TDI)</td>
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<tr>
<td>(Pre-Clinical)</td>
<td>(Chair; Pre-Clinical-Renal Physiology; Clinical – On Doc and Pediatrics)</td>
<td>(Pre-Clinical-Year II Co-Director)</td>
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<td>Myers, Larry</td>
<td>Lyon, Virginia</td>
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<tr>
<td>(Pre-Clinical)</td>
<td>(Assistant Dean, Year I)</td>
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<tr>
<th>Guest(s)</th>
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<tr>
<td>Quigley, Jane</td>
<td>Martin, Susan</td>
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Present = X / Absent = -- / Excused = 0
1. **Call to Order** – Adam Weinstein, MD

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

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

   Dr. Paul Hanissian made a motion to approve the April 2018 minutes. The motion was seconded by Dr. Bill Nelson. The motion passed by a unanimous vote.

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

   Jane Quigley has been a non-voting member for the past eight months, while she held the roll as interim Director of the Biomedical Libraries. Today she introduces Stephanie Kerns, who has been hired as the Director of the Biomedical Libraries effective May 15, 2018. We welcomed Stephanie to the committee.

4. **Student Issues/Feedback**

   No concerns.

5. **Old Business**

   • **Discussion on adding student Diversity, Inclusion, Community Engagement (DICE) representatives as members of MEC** – Adam Weinstein, MD

   At the last MEC meeting Dr. Greg Ogrinc gave an update on behalf of the Health and Equity Committee. They asked the MEC for the following.

   1. Charge a sub-committee to review and take responsibility for Race and Diversity, Health and Equity curriculum initiatives
   2. Endorse the use of the algorithm to review current courses, to plan new courses, and for course directors and faculty
   3. Include DICE representation on the MEC

   The first and second request were approved at the last MEC meeting. Based on the discussion at this meeting, it was agreed that the MEC charter should be reviewed and updated appropriately. Dr. Greg Ogrinc and Dr. Adam Weinstein met to make these updates and the charter is now ready to be presented to Dean Compton. It includes 2 DICE student representatives as non-voting members of the MEC.

   • **Consent Agenda**

   o Y3/Y4 Attendance Policy
   o End of Clerkship Clinical Hours Policy
   o Year I: Immunology/Virology Course Review

   See attachment(s).

   Dr. Mark Spaller made a motion to approve the Consent Agenda. The motion was seconded by Dr. Judy Rees. The motion passed by a unanimous vote.

6. **New Business**

   **Curricular Evolution**
• **Principles of Pedagogy Subcommittee** – *Glenda Shoop, PhD*

Recently the Principles of Pedagogy Subcommittee was formed.

Charge: Develop principles that will set the priorities and guide decisions in post design and development of the new curriculum. This group meet for the first time 24 hours ago.

The members are: Glenda Shoop, Amanda Albright, Alexander Fuld, Virginia Lyons, David Mullins, Larry Myers, Roshni Pinto-Powell, Mark Spaller, Tim Lahey, Rand Swenson, Wendy Wells, Adam Weinstein.

Yesterday the group drafted a set of pedagogic principles, that will be defined and sent out to the community for feedback. The goal is to have these set and presented to the MEC in June for feedback.

The principles are listed under 5 specific categories.

1. Instructional approaches in method
2. Integration
3. Learning environment
4. Student participation and engagement
5. Collaboration and development

How will evaluation be addressed? The plan is to move right into assessment once these principles are in place.

• **Competency Subcommittee** – *Tim Lahey, MD*

Recently the Competency Subcommittee was formed.

Charge:

1. How should the MEC/Geisel evaluate whether the competencies are being achieved by our students over their 4 years of medical education? Sub-question: should such evaluations be embedded in individual course reviews or be accomplished separately?
2. How should MEC/Geisel ensure the competencies represent what we would like them to achieve over their 4 years of medical education?

The members are: Tim Lahey, Leah Montalbano, Brian Reid, Jim Saunders, Brooks Robey, Chris Rees, Greg Ogrinc, John Dick, Adam Weinstein.

The idea is to make sure there was a systematic way for addressing the competencies without missing something. Without creating added administrative burden. Also wanted to make sure the process was flexible and not pinned to one state of affairs overtime.

The MEC shared their suggestions regarding the recommendations and asked that Dr. Tim Lahey update the document and discuss with his committee and then come back to the MEC with an updated document.

See attachment(s).

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

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

8. **Ongoing Business**
• 4th Year Curriculum
• Addiction Medicine Curricular Review
• Duty Hours
• Evaluation Oversight Committee
• Curricular Evolution Subcommittee
• LCME Oversight Committee
• Competency Subcommittee---decide whether we want to review competencies deliberately; will use graduate questionnaire and current competency documents to discuss

9. Future Meetings

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

• June 19, 2018
• July 17, 2018
• August 21, 2018