

*Education Council (EC) Meeting Minutes
August 21, 2012*

EC members present:	J Metzger	EC members not attending:
L Anderson	W Miller	J Andrews
S Allen	P Mulcahy	M Baird
T Baultripp	C Niewoehner	B Brandt
J Beattie	D Power	L Carson
Z Beatty	Mark Rosenberg	K Crossley
K Brooks	C Sautter	J Eck
J Chipman	L Schimmenti	K Johnson
B Clarke	A Severson	B Marsh
J Clinton	G Trachte	J Miller
R Cormier	T Thompson	J Nixon
T Ebner	J Valesano	C Patow
C Hegarty	G Vercellotti	T Stillman
G Jacobs	K Watson	
A Johns	M Woods	
S Katz		
	GUEST: A Friedman	

August 21, 2012	Date of Action	Final
June 19, 2012 Minutes were approved with not additions, corrections or changes		yes
<p>Educational Steering Committee (ESC) Update Dr. Kathleen Brooks reported the ESC has charged the Integrated Work Groups to begin their work, Drs. Jeff Chipman and James Nixon will serve as chairs. Meetings will begin soon once schedules can be aligned. The ESC has also begun work on review of the Grading Policy at the request of the Education Council. Their plan is to report their findings to the EC during the October meeting. Their considerations will include input from course directors, COSSS, and students.</p>		
<p>Information & Updates <u>Introduction</u> by Dean Friedman of Mark Rosenberg, M.D., newly appointed Vice Dean for Medical Education. He will begin his new position on October 1, 2012. Dr. Rosenberg will focus on the continuum of UME, GME and CME, with a goal to strengthen the link between all three areas. Initially, Dr. Rosenberg's schedule will include time spent at Duluth, other parts of Minnesota to get acquainted with other locations of our medical education program.</p> <p><u>EC New Members 2012-13</u> Dr. Miller introduced newly elected EC members which include Zach Beatty M 4, and Dr. Lisa Schimmenti and Dr. Greg Vercellotti who were both selected to represent the Faculty Assembly. New members are elected to 3-year terms, which begin at the end of June each year.</p>		

<p><u>LCME follow-up</u> Dean Friedman shared information reviewed by the LCME Steering Committee in their effort to develop a work plan for future response to the citations identified in the final LCME recommendations. He reported that Steering Committee members agree with the goal to share the citations with faculty, student and staff to enlist their help in making the changes needed to be in full compliance with LCME Standards. Dr. Friedman noted that EC members working closely with the Steering Committee will have a role in determining responses and action plans for addressing those items identified in the citations. Patti Mulcahy reminded EC members that the handout in the meeting packet is the first five pages of the 299 page report and the full report can be found on the LCME website which is X500 protected.</p>		
<p>Annual Summary Reports <u>Clinical Education</u> Cullen Hegarty, M.D. and chair of the Clinical Education Committee provided an overview areas of oversight and development the CEC members provided for clerkship activities and clerkship directors, for the AY-11-12, these include:</p> <ul style="list-style-type: none"> • Attendance at CEC • Clerkship reviews • New model of logging patient encounters and procedures: E-value PxDx • Overall clinical education reviews: <ul style="list-style-type: none"> -E-value reports on clerkships are generally positive across all clerkships -Graduate survey: Strengths = variety and diversity, flexibility, faculty and residents, and curriculum. -Areas for improvement = consistency, feedback, and observation of H+P -implemented a policy for mid-clerkship feedback • LCME preparation • Late grades: new model for tracking and notifying clerkships • LCME report • Student participation <p>Some areas that CEC members will consider for AY12-13 include: Upcoming changes/discussions: -More integration of reporting/communication with advisors -Discussions about potential changes to clinical education: scheduling, rotations, specialty based scheduling guidelines, integration of scientific foundations material into clinical rotations</p> <p>Generally the CEC helps to keep clerkship directors informed of operational aspects across all clerkships, allows for sharing best practices, finding ways to resolve issues for students and clerkship functions, and strives to establish comparability across all clerkship rotations.</p>		
<p><u>Committee on Undergraduate Medical Education Duluth (CUMED)</u> Alan Johns, M.D., Assistant Dean for Medical Education provided a synopsis of areas addressed by CUMED members. Some of the major issues included the following:</p> <ol style="list-style-type: none"> 1) requirement for (course) faculty to review exams prior to administration of tests; 2) the use of student “leads” to provide feedback to course directors about strengths and weaknesses of a course; 3) the need to resist arbitrary student-driven change to our curriculum 	<p>Date of Action</p>	<p>Final</p>

<p>(rescheduling of examinations or lectures because students request it); 4) requirement for a narrative summary of student performance in small groups; 5) determination of the honors grade; 6) identification of who has access to student grades; 7) examination review methodology; 8) remediation policies for students failing courses; 9) faculty professionalism; 10) criteria for deleting questions; 11) policy prohibiting students from copying examination questions; 12) student evaluations of courses; 13) student performance in years 3 and 4; 14) methods for assisting students with difficulty; 15) graduation questionnaire; and 16) method for course approval</p> <p>The CUMED members have considered procedures and practices that are in place on the TC campus; collaboration between the both campuses (especially on Black Bag) have also informed discussions and improved comprehension for better understanding of the curriculum content on both campuses and across the Medical School.</p>		
<p><u>Scientific Foundations Committee</u> Catherine Niewoehner, M.D., reported on unique aspects of 2011-2012 having a major impact on the activities of the SFC: #1 Preparation for the LCME site visit in 3/12 #2 First time all students were enrolled after the curriculum/program changes instituted in 2010 Examples of the detailed work includes the following:</p> <ul style="list-style-type: none"> • 3-5 objectives for every session (lectures, labs, small groups, clinical sessions, etc) • governance structure • examined formative and summative student assessments the H, P, F grading system for both campuses meant Twin Cities is required to award course honors • expectations regarding preparation before class were made much more explicit and resulted in more interactive participation in class • opportunities for student self-assessment during each course <p>Other subjects covered in less detail include the following; students' concern that faculty) might present biased information to students due to a conflict of interest. It was agreed that every lecturer would provide the following disclosures: full name and degrees, institution, rank or position in that institution, sources of funding beyond salary such as grants, honoraria, and service fees, and positions on advisory boards or other positions that were related to the material being presented.</p> <p><u>A brief question and answer session followed each of the Committee reports, more detailed information is available in the EC, August 21st Addendum to Minutes.</u></p>	<p>Date of Action</p>	<p>Final</p>

Next Education Council Meeting – September 18, 2012