



Attended: K. Diebel, J. Boulger, R. Christensen, M. Conlon, A. Greminger, G. Simmons, P. Fernandez-Funez, K. Nordgren, E. Onello, A. Shaw, M. Statz, R. Westra, R. Heuer

Absent: J. Pearson, R. Harden, K. Haas (TC), N. Jauss, A. Johns, G. Trachte

Welcome:

Dr. Boulger entertained a motion to approve the meeting minutes of October 10th. Dr. Christensen seconded the motion: All in favor of approval: none-opposed.

Student Updates:

- Rachel Heuer, MS I; Classmates are wondering if lab exams could be smaller groups as it seemed very crowded. Dr. Diebel will bring the concern to Dr. Severson and Terri Ach to see if there can be adjustments to the process.
- Dr. Diebel implemented the new Exam Review Protocol in the first exam review for the Skin/MS course. Classmates were initially confused but overall, they understood why there was a change. Dr. Diebel did not receive any student complaints on the process.

General Updates:

- Dr. Johns is on the hiring committee for the position on the TC campus for a [Director of Accreditation, Compliance, and Continuous Quality](#).
- The *Gaps and Redundancies Project* and the *Space Needs Analysis* information is moved to the December CUMED meeting. Dr. Diebel encouraged members to review materials and web sites for these topics prior to the December meeting.
- Members are asked to share comments, updates on the *Content Expert List*. The verbiage for discipline, systems, physician tasks will be updated (to include definitions) to match the USMLE list. The idea of this list is to pair content experts (or point person) from the Duluth and Twin Cities campus. The list is a “flex” list that can be updated as warranted.
 - Dr. Kelaine Haas is coordinating the names for the TC Content Experts. The Content Expert list was presented at the November SFC Committee for their input.
 - Dr. Fernandez-Funez requested Dr. Fitzakerley as the content expert for the eye.
 - Dr. Onello would like more than one name added to the Clinical Skills for cross coverage. Biostatistics is not listed as a separate USMLE category. Biostatistics is now integrated with the other categories.
 - The document is *not* currently published. Once the document is updated, this document will most likely be placed on the [Instructional Resource](#) web page. The document will be presented to members again for a final view prior to publication.
- The DU - TC joint curriculum committees (CUMED and SFC) will have one joint meeting to be held in June 2018. Early discussions are taking place on the best practice of delivering joint teaching across campuses; i.e. shared teaching responsibilities.
- Course Directors are reminded to reserve “study rooms” in advance for students with testing accommodations. Dr. Robin Michaels can be contacted with questions on the accommodation needs. This will eliminate potential conflicts. Support staff for the course can reserve the rooms but they need to know the specific details.
- The [CUMED Website](#) has been updated. Members can review. If there are any edits, please let Dr. Diebel know. This site will be mentioned at the Faculty Assembly to help keep faculty informed.
- The educational [Instructional Resource](#) website has been developed and continues to be enhanced for current instructional innovations going on that is currently directed by the Twin Cities but accessible for Duluth faculty. This site currently provides 5 informative blocks that can help inspire new teaching methods. Each section will have a; why it works, how to implement the learning styles, etc.
 - The *Contact Team* will work with DU faculty who may be thinking of a new teaching block that has not been taught in the past.
- Dr. Diebel provided de-identified ExamSoft reports to members that used the new ExamSoft tagging scheme (using session

names). The report provides stats that are broken down and identify the major topics (session name) and the tagging of discipline, question author and clinical science.

- By using the session names as the tag for the exam questions, Course Directors and involved faculty are now able to identify how many exam questions were used for a session and the category performance, i.e. discipline, etc. This allows faculty to work to better align the assessment questions to session topics.
- Student can review and print out ExamSoft “Strengths and Improvement Opportunities Report(s)” of their performance by exams when they choose. The category performance provides session names and how they performed, allowing students to go back to the session to review. Students also have an option to print out a report only showing the incorrect questions they had, however, this report is limited but will show the exam question rationale if available.
- The “**student report option**” is based on how Course Directors set up exam results.
- Dr. Diebel will be presenting a mid-year progress CUMED report to the Education Council next week.
 - The report will include: Case Based Learning Retreat, ExamSoft (question submission training, exam generation training, tagging procedures, secured exam review), Content Experts and the Annual Course Reports.
 - Dr. Onello would like the TC to know curriculum shifts in the future that involves Duluth would have a big impact based on Duluth courses that require up to an 18-month window to set up community activities.
 - The DU Office of Medical Education has the [curriculum mapped out to 2022](#). Some courses have challenges by calendar dates, i.e. leap year or holiday schedules. The DU academic years only adjust based by the next year dates.

Annual Course Reports (presented by Dr. Westra):

- The following ACR reports are longitudinal elective courses and have been in existence for a long period of time. Evaluations are consistent; however, it is still a challenge to get students to complete them.

Medical Education through Diversity of Service (MEDS):

- Drs. Palombi and Westra shared leadership for the course. The course is a pass/fail course. The course has a tight syllabus and objectives which helps students understand what is expected if they elect to take the course. Meeting time is planned to insure Medical and Pharmacy students can participate.
- MEDS is a Global and Population Health elective. Topics include health risks, determinants of health, refugee health, environment & health, barriers to health & healthcare, medical interpreters, cultural, political & economic influences on health, and ethics & international health experiences.
- The course has transformed over the last three years to be an interprofessional health course and now includes Pharmacy students. The enrollment cap on this course is 30 medical students and 30 Pharmacy students.
- Student travel is not sustainable at this time. The hope is to have affiliations in place with travel locations prior to students traveling. Students can still travel but not as a University sponsored activity.
- The course evaluation was positive. There were 32 of 54 responses.
- Modules and assignments were revised. The 10 modules represented different parts of the world; i.e. Central America. Speakers discussed global health concerns in the specific areas they traveled and what they accomplished.
- The Morocco project is one area the Duluth campus has been working on to create a global student experience. We hope to continue this project. There is a more formal student application being developed to help identify students who would like to participate. Drs. Al’Absi, Termuhlen & Westra interviewed students last year to participate in the Morocco Project. There is talk about setting up a Uganda Project in the future. The cost of these trips came from the past student fund raisers and Dr. Termuhlen used some of her startup funds. Sustainable funding is in discussions.
- Global Health is a need and the LCME Accreditation body will be reviewing how we deliver these topics. The electives meet part of this need.

OB Longitudinal:

- Drs. Pearson and Westra shared leadership for the course. The course is a pass/fail course.
- The OB course provides first year medical students exposure to OB. Students are paired with expectant patients and family physicians to experience prenatal care, labor and delivery, post-partum care and infant health care.
- Didactic sessions support the continuity of care throughout the pregnancy.
- The dilemma of this course is the student-patient match. There are fewer physicians doing OB in the Duluth area and less are willing to participate in the course. Enrollment caps have been decreased based on the match. At this time, Duluth only has 4 matches for 12 students for the upcoming year.
- Dr. Pearson will be the sole Course Director for AY 2018/19.
- Dr. Onello added students overall were not exposed to obstetrics or maternity care until their second year in the HRM course. OB content has been added to the Rural Medical Scholars I course.

Rural Academy of Leadership:

- Drs. Christensen and Westra share leadership for the course. The course is a pass/fail course
- The RAL is a longitudinal course across two years.
- Student evaluations support the success of an interprofessional team building between medical and pharmacy students.
- Students participate in community service projects with a mentor. Students select to be on the HOPE Clinic Executive Board and volunteer participation at the HOPE Clinic.
- Student assigned to the HOPE Clinic have a Physician and Pharmacist present during clinic hours. HOPE Clinic is staffed with approximately 10 students each week.
- There is one joint session for both years.
- The course has a lot of moving parts and is complex. Dr. Christensen will be the sole Course Director beginning in January 2018
- The course is dominantly over the noon hour.
- A *Medical Reserve Core* is being developed and will be implemented into the RAL course. The idea is to have a group of assigned students to assist if there should be an emergency on campus. There is a larger University backing this type of group throughout the campus.

Meeting adjourned at 9:01 am. Next CUMED meeting: **Tuesday, Dec. 12th @ 8am (165 Med)**.
Minutes transcribed by Brenda Doup and reviewed by Dr. Diebel (Chair) & Dr. Johns (ex-Officio)