

Education Council (EC) Meeting Minutes

November 15, 2016

EC members present:		Con't not attending:
J Andrews	M Rosenberg	S Lava-Parmele
M Aylward	A Severson	J Miller
J Beattie	Y Shimizu	R Acton
B Benson	S Slattery	D Nascene
R Cormier	G Trachte	J Neglia
C Hedberg	S van den Hoogenhof	J Pearson
A Johns	K Brooks	J Reid
S Katz	M Kim	T Stillman
J Koffel	A Calhoun	H Thompson-Buum
R Michaels	A Pereira	M Wagar
K Murray	EC members not attending:	B Englander
D Patel	N Nikakhtar	J Nixon
J Pacala	K Crossley	A Goyal
B Nesbit	K Deitz	B Clarke
D Power	W Jenson	

Minutes

Minutes for the October 18, 2016 EC meeting were reviewed and approved.

Consent Agenda

Addition of two Faculty Advisor group meeting dates on Friday afternoons, during ILT, in winter and spring was discussed and approved.

Kathy Brooks

Brief appreciation for Dr. Kathy Brooks, for whom this is the last Ed Council meeting.

Presentations

CUMED Semi-annual Report – Dr. Kevin Diebel

- Lists course directors, student representatives, and additional attendees for the 2016-2017 academic year.
- Reviews charge (1. Review all courses annually, 2. Make recommendations to SFC and Ed Council.). CUMED is responsible for review and coordination of all aspects of the curriculum at the Duluth campus.
- From May through November, Duluth studied changing grading to a Pass/Fail system. This will allow better adherence to national trends in grading and create grading uniformity among courses, in addition to alleviating student stress. A proposal was passed in November to eliminate Honors grading and move to a pass/fail system. The proposal has been forwarded to Ed Steering and SFC for discussion and potential vote.
- They have formalized and reviewed the annual course reporting procedures for current course directors. Lastly, they have developed a set of best practices for use of ExamSoft questions written by former faculty members.

Works in Progress:

- Dealing with high course director and faculty turnover.
- Med Year 2 student climate survey – concerns regarding PBL and related testing procedures.
- Annual course reports need to be completed and presented within CUMED for discussion.

SFC Semi-annual Report – Dr. Stephen Katz

- Charged to review all first and second year courses annually. Course directors have option of presenting their course, but they must present at least once every two years. This approach offers constant improvement.
- Course director might not know what's being taught in all other courses: this approach helps fight redundancies and holes.
- Over the past six months, SFC has undergone Equity & Diversity training, performed a course report on 'Principles of Pathology,' discussed use of the Incomplete Contract Form, created an Official Audit Course Option for MS1 & MS2 courses, performed an annual course report for 'Physiology,' discussed use of annual course report and course improvement plans, discussed new COSSS guidelines for failing students, talked about learning principles in course design, and performed an annual course report for 'HHD5.'
- Works hard to teach BlackBag systems to Course Directors.
- Walked EC members through a sample SFC meeting agenda.

Works in Progress:

- Working on guidelines to inform students with six weeks advance notice that a particular session is required.

CEC Semi-annual Report – Dr. Bob Acton

- CEC is composed of all required clerkship directors, and all other clerkship directors are invited. They review all clerkships annually.
- Over the last year, they have had diversity training, discussed competency based training, etc. Have discussed late grades multiple times, to meet LCME directives to have grades reported on time.
- Have not discussed Pass/Fail. Have worked on mapping PCRSs and core EPAs. Have discussed new medical education building. Spent much of last half year discussing clerkship curriculum changes. Almost 25,000 changes were entered into the system each year, for 250 clerkship students. These changes will see almost all clerkship students taking foundational material in third year.