

## Elective Clerkship Committee Minutes

<b>Date</b>	February 5, 2018
<b>Time</b>	4:00 – 5:00 PM
<b>Location and/or connection info</b>	A-325 <a href="https://zoom.us/j/592820789">https://zoom.us/j/592820789</a>
<b>Chair</b>	Roger Tatum
<b>Attendees</b>	Roger Tatum, Eric Kraus, Mark Whipple, Kellie Engle, Allie Buss, Roger Tatum, Teresa Jewell, Susan Merel, Anna Nolin, John McCarthy, Sherilyn Smith, Jordan Katie Portante, Sara Fear, Kathryn Jansen, Kathi Sleavin, Lan Nguyen
<input type="checkbox"/> QUORUM REACHED [0] voting members required for quorum	
<b>Regrets</b>	<i>Voting Members:</i>

## Agenda

#	ITEM	LEAD	TIME	ATTACHMENT(S)	ACTION
1	Approval of Minutes	Mark Whipple/Roger Tatum	10 mins	Attachment A	Decision
2	Credit Limits in a Specialty	Mark Whipple/Roger Tatum	25 mins	Attachment B	Discussion
3	Elective Development	Mark Whipple/Roger Tatum	25 min		Discussion

## 1. A) Approval of August minutes

**Discussion:** Dr. Tatum gave a brief overview of the August meeting minutes. The August minutes were approved with no objections.

DECISION REQUIRED?

[12] VOTES FOR [0] VOTES AGAINST

**Decision: August minutes were approved by the Explore and Focus committee.**

## 2. Credit Limits in a Specialty

**Discussion:** A current fourth year student is trying to register for multiple clerkship electives in different disciplines. As the policy stands, the student is allowed three 4-week clerkships in a given department. The policy does allow an exception for Internal Medicine and UW students visiting other medical schools

E15 students and beyond do have an additional 3 months or 3 four week blocks in the curriculum. Two issues which surface: Students register and take all four slots in a single department which leaves less opportunity for other students OR students register and end up dropping other courses. With the new curriculum, students have an additional 4 weeks of clinical electives

Dr. Whipple spoke with Felicia Tripp prior to the meeting who said students feel like they need to do more than three clerkships in a department.

Questions which were raised: How often do students adhere to the policy and how often does administration catch this issue in registration? Should the policy be simplified for implementation? Should we gather class registration data? Should departmental clerkships be more involved with signing waivers? There should be a discussion with the student when student is asking for a waiver.

DECISION REQUIRED?

[12] VOTES FOR [ ] VOTES AGAINST

**Decision: The Elective Clerkship Committee approved a change in the credit limit in a specialty policy effective for the entering class of 2016 for March 26, 2018.**

**Action: Obtain approval for the following policy change from the Curriculum Committee and present to Explore and Focus Committee:** Change wording of policy to "...maximum four 4-week Explore and Focus Phase clerkships..."

### 3. Elective Development

**Discussion:** A number of questions were raised regarding elective development: 1) With the increase in class size, do we need to develop additional electives? How can the deans office help? What clerkships are students wanting to take that we don't have enough of (e.g., Anesthesiology)? Are there 2 week electives that were changed to 4 week advanced patient care electives and can still offer 2 week elective experiences?

Should we create electives in the regions where there is an Explore and Focus track? We will review data and see what students have signed up for to target development in the various regions. This issue was brought up during the clinical dean Call and the Regional Deans felt comfortable taking a lead.

It would be helpful to have faculty development for faculty in charge of electives. What does it mean to be in charge of an elective? A handout or orientation packet for the requirements would be helpful (handouts, checklist, general rules).

Who could create the orientation materials? Pediatrics can send their information for review. Dr. Merel is also working on a manual for Medicine that she would be happy to share when done. Each department should have their own links with information.

**Action:** Curriculum to provide data on elective registration, especially at Track sites to assist Clinical Regional Deans with elective development.

Action: Curriculum to request faculty orientation materials from Pediatrics and share with the committee.

Action: Dr. Merel to share faculty orientation manual with committee when complete.

DECISION REQUIRED?

0 VOTES FOR

0 VOTES AGAINST

### 4. Future Agenda Items

**Discussion:** For the meeting in April, agenda items should include elective clerkship spots for visiting students. Will this committee discuss nonclinical electives? Should we broaden this committee?

Adjourn: 5:00 pm