

Curriculum Committee Minutes

Date	January 6, 2020
Time	4:00-5:30 PM
Location and/or connection info	A-325 https://uw-phi.zoom.us/j/414136379
Governance Website	http://blogs.uw.edu/somcurr4/committees/
Co-Chairs	Michael Ryan Margaret Isaac
Attendees	Voting members: Amanda Kost, Brenna Ostertag, Bruce Silverstein, Eric LaMotte, John Willford, Laura Goodell, Leanne Rousseau, Malika Hale, Mara Rendi, Margaret Isaac, Mark Whipple, Michael Ryan, Peter Fuerst, Ruth Lewinski Guests: Darryl Potyk, Jaime Fitch, Sara Kim, Kathy Young, Marj Wenrich, Edith Wang, Heidi Combs, Matthew Cunningham, Michael Campion, Nick Cheung, Kelley Goetz, Danielle Gunder, Martin Teintze, Raye Maestas, John McCarthy
<input checked="" type="checkbox"/> QUORUM REACHED <i>[11] voting members required for quorum</i>	
<i>[13] 60% Threshold</i>	
Regrets	Voting members: Brandt Buckner, Eva Jahan, Jay Erickson, John Scott, Misbah Keen, Sherilyn Smith, Zach Gallaher

Agenda

	ITEM	LEAD	TIME	ATTACHMENT	ACTION
1	Approve December Minutes	Margaret Isaac	5 min	Attachment A	Decision
2	Welcome New Curriculum Committee Members Faculty: Zach Gallaher, John Willford, Leanne Rousseau, Eric LaMotte Students: Brenna Ostertag, Ruth Lewinski	Margaret Isaac	5 min	-	Discussion
3	Ratify Foundations Co-Chair, Tim Chestnut	Margaret Isaac	5 min	-	Decision
4	Ratify New Foundations Student Member, Cierra Dauenhauer (Bozeman Foundation Site)	Margaret Isaac	5 min	Attachment B	Decision
5	Clinical Clerkship Retreat recap	Mark Whipple	10 min	-	Discussion
6	Patient Care Clerkship Director Term Limits	Mark Whipple	15 min	-	Discussion / Decision

Next Meeting: February 3, 2020

1. Approve December Minutes		
Discussion:		
<input checked="" type="checkbox"/> DECISION REQUIRED?	[14] VOTES FOR	[0] VOTES AGAINST
Decision: December minutes are approved.		

2. Welcome New Curriculum Committee Members		
Discussion:		
<p>Faculty: Zach Gallaher (Foundations-Human Form and Function, Spokane), John Willford (WWAMI Medical Education Program, Wyoming), Leanne Rousseau (Clinician, Heritage Health, Idaho), Eric LaMotte (Clinician, Internal Medicine, Seattle)</p>		
<p>Students: Brenna Ostertag (MS1, Montana), Ruth Lewinski (MS1, Idaho)</p>		

3. Ratify Foundations Co-Chair		
Discussion:		
Dr. Bruce Silverstein's term is up as Academic Co-Chair and Dr. Tim Chestnut is nominated as replacement. Dr. Chestnut's term will be for 2 years. His role as the Foundations Committee Co-Chair will be to assist in agenda planning, to bring ideas and agenda topics to the meetings, and to lead meetings and discussions.		
<input checked="" type="checkbox"/> DECISION REQUIRED?	[14] VOTES FOR	[0] VOTES AGAINST
Decision: Dr. Tim Chestnut is ratified as Foundations Committee Co-Chair.		

4. Ratify New Foundations Student, Cierra Dauenhauer (Bozeman Foundation Site)		
Discussion:		
The Nominating Committee met and moved forward Cierra Dauenhauer for the regional student position on the Foundations Committee.		
<input checked="" type="checkbox"/> DECISION REQUIRED?	[14] VOTES FOR	[0] VOTES AGAINST
Decision: Cierra Dauenhauer is approved as a student member of the Foundations Committee.		

5. Clinical Clerkship Retreat Recap		
Discussion:		
Retreat focused on two main items:		
<ol style="list-style-type: none"> 1. New grading forms for clerkships The group worked on developing new forms to be based on eight core medical competencies. The forms will be linked to the clerkship goals and objectives which are linked to the medical 		

school program objectives. It was important to LCME that our assessments are more closely linked to our program objectives. Surgery and Neurosurgery is planning to pilot this. Family medicine is planning to use the new form side by side with their current form.

2. Longitudinal Integrated Clerkships and WRITE

Discussed what it would look like to expand LIC and WRITE. There is an eventual goal for WRITE to be a non-departmentally based clerkship similar to how Foundations courses are setup. There are talks with the UW Registrar and Curriculum Offices to get this started but it will take a year or two to get this to happen. There is also talk that this will eventually link to TRUST.

Clerkship directors have the new forms if you'd like to see them. They are still in progress.

Action: Bring Surgery, Neurosurgery and maybe Family Medicine forms to Curriculum Committee in Feb as examples of what the new forms look like. These forms will still be in progress.

6. Patient Care Clerkship Director Term Limits (Mark Whipple)

Discussion:

Issue for discussion: In 2018, the Term Limits for Clerkship Directors was discussed at the Patient Care Committee and the Committee voted and requested to Curriculum Committee that an exception be made to the rule that Clerkship Directors become ex-officio members after completion of two terms (six years). The Curriculum Committee granted Patient Care Committee one year (fall-2019) to consider a new approach. In autumn 2019, Patient Care again discussed Term limits and bring back the same request for exception to Curriculum Committee.

When the Patient Care committee was formed, the Patient Care committee had concerns regarding term limits. The Curriculum Committee had set term limits to ensure stakeholder representation, but in many clerkships, there was only a single person who could provide the necessary knowledge and insight to represent the clerkship and therefore term limits would not make sense in these situations.

In the Patient Care Committee meeting last month, this issue was revisited. The committee felt that many clerkships still only had a single person who could represent the clerkship. They also felt that decisions and actions coming out of the committee would need those individuals' buy-in, so it made sense that those were the people who stayed on the committee. But the group also discussed the downsides of having the same people. They discussed whether they would have fewer new ideas or be less receptive to try different things and felt that that was not an issue over the past years. The group felt they were cooperative, and members were open to each other's ideas.

Based on the Patient Care Committee's discussion, Patient Care proposes that a clerkship chair nominates a member. If that member is the same person as the prior term, they need to provide justification as to why it's the same person, and a plan to address the issue of not having another person available to nominate.

Questions regarding how the proposed process can be implemented:

- Would the process ever deny a nomination for the same person? What impact would the proposed process practically have?
- Who would follow up to see that a clerkship implements their plan to train another person to represent them? What happens if they don't?

The idea behind the process is to bring to light the situation where a clerkship only has a single person that can represent them. The intention is that this would spark discussions on how to address that situation. A renewal process with terms can also be a way to periodically review that the members are the right members who are able to attend and participate in the committee.

Possible hybrid models:

- A small number of static members and a larger number of seats with term limits.
- A small number of “leadership” seats that are rotated through by a set group of people. Other seats would also have term limits with larger representation, and everyone can show up to provide input.

Hybrid model considerations:

- If a change needs to be made to a clerkship, you would still need that clerkship director’s buy-in to agree to the change, so their feedback would be incorporated whether or not that clerkship director is a voting member.
- If a clerkship is only at the committee meeting as an attendee and not a member, does that minimize the accountability they may feel to the committee?

While we don’t need to vote on this proposed process today, we do need to do it soon because a year waiver was given to the term limits and that limit is up this year.

Action: Dr. Whipple will bring the suggestion to Patient Care that there could be a small number (e.g., 4) of Clerkship Director voting members and all other clerkships and representatives can attend for input as ex-officio members.

7. Explore & Focus Student Representation

Discussion:

It’s been a challenge to get students to join the E&F committee. We started recruiting in the fall and there has been no response from students. Currently, E&F student members need to be in the E&F phase. This is a busy and unpredictable time for these students which may contribute to the low interest. Should we consider expanding the membership requirement to students who have started clerkships (i.e., students in the Patient Care phase)?

Suggested Solutions:

- Move the meeting times to make it easier for students to attend and be engaged. Students can also ask clerkships if they could step away for committee meetings. Perhaps give students a way to ask, if they do not feel comfortable asking.
- Set an expectation that if a student joins a committee early on in their clerkship (i.e., Patient Care), that they continue in their role in E&F. Set a two-year expectation.
- Recruit students who were in the Patient Care Committee.
- Recruit even earlier than when they start clerkships. There are benefits to having the continuity.
- Hybrid solution – some students stay on for four years, but some rotate out. There is a small number of students who are interested in academic medicine, so those students may be interested in signing up for four years.

- Contact career advisors to see if they know students who may want additional opportunities to be involved.

We will likely have no students fill the E&F roles this year, but we can try to recruit from earlier phases.
No change in the bylaws for this year.

Adjourn: 5:02 PM PDT