

## Curriculum Committee Minutes

<b>Date</b>	February 3, 2020
<b>Time</b>	4:00-5:30 PM
<b>Location and/or connection info</b>	A-325 <a href="https://uw-phi.zoom.us/j/414136379">https://uw-phi.zoom.us/j/414136379</a>
<b>Governance Website</b>	<a href="http://blogs.uw.edu/somcurr4/committees/">http://blogs.uw.edu/somcurr4/committees/</a>
<b>Co-Chairs</b>	Michael Ryan Margaret Isaac
<b>Attendees</b>	<b>Executive Chair:</b> Michael Ryan <b>Voting members:</b> Amanda Kost, Brandt Buckner, Brenna Ostertag, Bruce Silverstein, Eric LaMotte, John Willford, Laura Goodell, Malika Hale, Mara Rendi, Mark Whipple, Misbah Keen, Peter Fuerst, Zach Gallaher (13) <b>Guests:</b> Matt Cunningham, Leo Morales, Heidi Combs, Sara Kim, Marj Wenrich, Jack Darrel, Nick Cheung, Tim Robinson, Edith Wang, Devin Sawyer, Kathy Young
<input checked="" type="checkbox"/> QUORUM REACHED [10] voting members required for quorum  [12] 60% Threshold	
<b>Regrets</b>	<b>Voting members:</b> Eva Jahan, Jay Erickson, John Scott, Leanne Rousseau, Margaret Isaac, Ruth Lewinski, Sherilyn Smith

## Agenda

	ITEM	LEAD	TIME	ATTACHMENT	ACTION
1	Approve January Minutes	Margaret Isaac	5 min	Attachment A	Decision
2	CLIME-IT	Amanda Kost	5 min	Attachment B	Discussion
3	New Clerkship Grading Forms	Mark Whipple	15 min	-	Discussion
4	Foundations Expansion	Michael Ryan	30 min	Attachment C, D	Discussion
5	Patient Care Term Limits	Mark Whipple	10 min	-	Discussion & Decision
6	Explore & Focus End of Phase Report	Matt Cunningham	20 min	Attachment E	Discussion

**Next Meeting: March 2, 2020**

1. Approve January Minutes
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<b>Discussion:</b> The committee voted to approve January meeting minutes
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<input checked="" type="checkbox"/> DECISION REQUIRED	[13] VOTES FOR	[0] VOTES AGAINST
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<b>Decision:</b> The committee approved January meeting minutes.
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2. CLIME-IT
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<b>Discussion:</b>
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See CLIME-IT document for details.
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<p>This new opportunity is to share lessons-learned related to teaching moments. This is similar to an M&amp;M for surgery. Currently this is targeted only for faculty. Situations can be submitted anonymously and someone else can present the situation. It's important to have first-hand experience of the situation so you can recount the specific interactions and details.</p>
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Logistics
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| <ul style="list-style-type: none"> <li>• If you have trouble logging into the link, use your UW Gmail ID</li> <li>• The sessions will likely take place during the lunch hour</li> <li>• This will be accessible by Zoom</li> </ul> |
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3. New Clerkship Grading forms
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<b>Discussion:</b>
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See sample Surgery Clerkship Grading form for details.
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<p>If this form is used for the final grade, the evaluator should have spent a good amount of time with the student, so it may not make sense to have an "Insufficient contact or cannot comment" option. This option is being discussed.</p>
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<p>For the Professionalism section, there is discussion on whether it makes sense to have Yes/No selections. Some believe that professionalism is a growth area, so the selections should be a range. Others believe that you either demonstrate the specific area of professionalism or you don't. Dr. Whipple is working with Molly Jackson to finalize this section. It was suggested that there should be a NA option added. For example, for the statement "Student demonstrated sensitivity and responsiveness to a diverse patient population, ...", if this situation did not arise, there should be a "NA" option.</p>
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<p>Our clerkship objectives map to program level objectives, but LCME wanted to see that assessments map to the clerkship objectives. This new assessment form achieves that mapping.</p>
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4. Foundations Expansion
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<b>Discussion:</b>
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See Foundations Expansion attachments for details.
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**Background:** The Department of Education recently issued revised guidance related to federal student aid and academic calendar term definitions that impact medical schools. According to the Department of Education, the new guidance requires that:

- Semesters and trimesters may now be between 14 and 21 weeks of instruction;
- Quarters may now be between 9 and 13 weeks of instruction; and
- Standard terms are no longer required to be substantially equal.

Suzanne Allen met with Kay Lewis, UW Executive Director of Financial Aid, to discuss the revised guidelines and what it means to the medical school program.

Current E19 UWSOM Foundations Phase quarter lengths:

- Autumn quarter (15 weeks)
- Winter quarter (11 weeks)
- Spring quarter (12 weeks)
- Summer quarter (6 weeks (registered))
- Autumn 2<sup>nd</sup> year (15 weeks)

With the new guidelines, we are out of compliance and the goal is to come into compliance by 2021.

Our current Foundations phase is already fairly condensed especially compared to other schools, so trimming weeks from the first and second autumn quarters would not make sense. Many believe that this is a good opportunity to lengthen the Foundations Phase, put in time for tests, and spend time in areas where students have felt not enough focus was given. For example: hematology, pharmacology, pathology, immunology, etc.

We need to get a plan approved by our Curriculum Committee by March 2020. This is to give enough time to get subsequent approvals from UW committees and regional site committees so that changes can be made by 2021.

We have assembled a small working group that includes individuals with experience in the Foundations phase and from each of the WWAMI sites, to discuss and determine a plan. These individuals include Thread leaders with experience in more than one block, and guides from WWAMI sites who teach in many blocks.

Many options were discussed, some options were:

1. Start earlier in the summer, which means we add a summer quarter before our autumn quarter. We have the latest start date out of the 20+ schools looked at. Most schools start in Aug and some start in July. After considering the benefits and challenges, this option is currently most likely.
2. Extend into January. This would impact Patient Care phase. If we keep Step 1 after Foundations Phase, this reduces the time students have to study for Step 1.

With an earlier start date, that would mean tuition payment would begin earlier. However, we are looking into options to keep the overall tuition the same.

Our quarter schedules need to match UW quarters. There needs to be a 1 week break between quarters.

In the “Revised Policy for Standard Term Length”, Pg 8, Question 6, the answer seems to indicate that programs within an institution can have different academic calendars. This is counter to the requirement that we must follow the UW academic calendar. Dr. Ryan has posed this same question to Suzanne Allen. However, UW has always communicated that we do need to follow the same calendar. The only exception approved has been the current early Autumn start date.

**Action: Michael Ryan to follow up on the interpretation of “Revised Policy for Standard Term Length”, Pg 8, Question 6.**

Benefits to adding a summer quarter:

- This gives blocks more time to give an exam at the end of the block
- There could be a day off after exams. This would benefit student wellness.

Challenges to adding a summer quarter:

- Students who have summer jobs will have to shorten job timeframe
- Loans will begin earlier
- Summer break is shortened between first and second year
- Some faculty are on 9-month contracts

#### 5. Patient Care Term Limits

**Discussion:**

Background: The Patient Care Committee requested an exception to the term limit for clerkship directors. They felt that in some clerkships, there was only a single person who had the knowledge and experience to represent their clerkship, so if their term expired, there would be no one else to serve in that position. In 2018, the Curriculum Committee voted to give the Patient Care Committee one year and until 2019 to determine how to address the term limit situation and bring back the actionable issues, votes and resolutions which the committee undertook in that year to better make the determination on whether the term limits should be extended. The patient care committee has again determined in December 2019 that the best course of action is to request that term limits be eliminated for clerkship directors and is requesting for a second time for an exception to term limits for clerkship directors.

A new idea was brought up in the previous Curriculum Committee to have general spots for clerkship directors where the role would be to represent all clerkships rather than an individual clerkship.

Clerkship directors from different departments could then rotate through these spots.

- Members of this committee are all dedicated and involved and would still be heard even if they did not have voting rights.
- A benefit would be that voting members would be representing all clerkships rather than solely their own. This would force them to think more broadly while bringing in their own perspectives.
- Potential downside of not requiring members to attend is if people do not attend, there could be downstream issues where someone felt that they did not have a say on a particular decision. However, historically this group has been very consensus driven and rarely has there been a contested decision.

**Action: This new proposal will be brought to the Patient Care Committee for feedback and consensus.**

**Action: Bylaw changes will be brought to Curriculum Committee for approval.**

#### 6. Explore & Focus End of Phase Report

**Discussion:**

See Explore & Focus End of Phase Report for details.

This is the first Explore & Focus Phase Report since this is the first cohort (2018-2019 Clinical Year) that has gone through this phase.

**Observations:**

- Most Patient Care Phase clerkships averaged ~40% Honors. Compared to that, Emergency Medicine is a little low, and Neurology and Neurosurgery are a little high.  
Note: Neurology and Neurosurgery satisfy the same graduation requirement.
- Minority students tended to have fewer Honors than White students and female students tended to have more Honors than male students. This follows the trend in Patient Care. This is one year's worth of data, so after a few more years of data, we could do more analysis to understand this trend.
- Students tend to get more honors in the Spring and Summer and fewer honors in Autumn and Winter for Emergency Medicine and Neurology. In Patient Care, the trend was the opposite where students who began Patient Care had fewer honors in the Spring and Summer quarters and more honors in the Autumn and Winter. This trend makes sense when you think about the order the students need to take their clerkships for residency applications.
- Neurosurgery subject exam scores are high compared to Emergency Medicine and Neurology. Neurosurgery has locally written exams. There is work currently underway to increase the rigor of those exams.
- Neurosurgery students scored "Mini-CEX" and "Actively participate in patient care" noticeably lower than the other required clerkships.

Adjourn: 5:30 PM PDT