

# CEPC Monthly Meeting

07.10.2017 05:00 PM - 06:30 PM

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| <b>Purpose:</b>    |  |
| <b>Presenters:</b> | Brower, Richard, Dankovich, Robin, Francis, Maureen, Lacy, Naomi   |
| <b>Note Taker:</b> | Brower, Richard, De-Lara, Veronica   |
| <b>Attendees:</b>  | De-Lara, Veronica, Beinhoff, Lisa, Blunk, Dan, Brower, Richard, <del>Cashin, Laura</del> , Cervantes, Jorge, Dankovich, Robin, Francis, Mark, Francis, Maureen, <del>Gest, Thomas</del> , Hogg, Tanis, <del>Horn, Kathryn</del> , Kassir, Darine, Lacy, Naomi, Lopez, Josev, Maldonado, Frankj, Padilla, Osvaldo, <del>Perry, Cynthia, Pfarr, Curt</del> |
| <b>Guests:</b>     | brittany.harper@ttuhsc.edu, carolina.blotte@ttuhsc.edu, daniel.welder@ttuhsc.edu, david.e.morris@ttuhsc.edu, douglas.weier@ttuhsc.edu, hilda.alarcon@ttuhsc.edu, justin.hartmann@ttuhsc.edu, laura.palmer@ttuhsc.edu, rima.r.patel@ttuhsc.edu  |
| <b>Location:</b>   | MEB 1140   |

## 1. Review of Prior Minutes

Presenter(s): Brower, Richard

General Note

Minutes approved as written.

## 2. Student Concerns

Presenter(s): Brower, Richard

General Note

No students present.

## 3. Year 4 Bootcamp

Presenter(s): Francis, Maureen

  APPEND\_Following-upCEPCapproval4BOOTcamp.pdf

  Bootcamp update for CEPC.pptx

Francis, Maureen

Approved February 2015

Year 4 requirement - Beginning with Class 2019 (AY 18-19)

Intensive 2 week rotation to ensure readiness for residency

- Highly simulation based
- Include instruction and assessment
- Tied to core EPAs

Bootcamp AY 2016-17

Offered as elective – 13 students signed up

Substantial planning by committee to meet goals of CEPC- 2 weeks

Heavy in simulation

- M-W-F – high fidelity simulation
- Tuesday- simulated patients in ATACS
  - Simulation of a clinic session with use of EHR
  - Series of cases presenting difficult situations
  - included a station for assessment of informed consent
- Thursday

- Master's colloquium (fears on day 1 and wellness/resiliency)
- Workshops/didactics
  1. Ultrasound, EKG, CXR, pre op and post op care

Course pre and post survey :

1. Pre and post camp survey assessing student confidence level overall and performing clinical tasks.
2. Qualitative analysis of 4 short 1 minute papers completed by the students over the 2 week period.

Course evaluation- Very positive

- Scaling up to administer all students in Class of 2019- February 2018- 6 iterations of approximately 18 students each
- There is a need for more faculty from different departments to assist
- Need to find new ways to encourage faculty, residents and fellows to actively participate
- Cost of bootcamp- not defined yet

General Note

The idea of this presentation was to better inform CEPC about Bootcamp and when it will go into full effect.

#### Conclusion

- Offered as an elective in February- with minor changes depending on feedback
- Next year will be mandatory- AY 2018-19
- Dr. Francis announced that the Director will be Dr. Parsa


**CEPC voted to proceed with Bootcamp as planned.**

#### 4. Changes in Year 3-4 Clerkship Directors and Assistant Directors

Presenter(s): Francis, Maureen

General Note




Please see attachment.

 Clerkship director list updated 7-11-17.docx

#### 5. AY 2016-17 Curriculum as a Whole Review

Presenter(s): Brower, Richard

- Review Curriculum as a Whole
- Close out AY 2015-16 Annual Report
- Follow up plan

 2017 CURRICULUM-AS-A-WHOLE REVIEW SUMMARY CEPC10JUL17.pptx  
 AY16\_17\_Curriculum\_as\_a\_WholeReview\_BinderDRAFT\_IA.pdf  
 AY16\_17\_Curriculum\_as\_a\_WholeReview\_WorksheetDRAFT.xlsx

General Note

After reviewing the Curriculum as a Whole, the next step is to fulfill the outcomes.

Dr. Brower created a document for each goal, listing the objectives, the five questions, and a brief summary of the outcomes.

The idea is to create a Subcommittee- 3 or 4 CEPC members. They will review and prioritize the issues across the PGO reports.

Subcommittee members- Dr. Mark Francis, Dr. Pfarr and two other member of a committee (not necessarily CEPC)

Roles of a curriculum as a whole review follow-through subcommittee:

- Review and prioritize issues across PG reports
- When possible, push clarified issues to relevant curriculum committee and/or officers for action
- Push issues that require further clarification and or programmatic action back to the full CEPC
- Draft preliminary proposals for PG/PO rewrites
- Provide updates to the CEPC at September and December meetings



 2017 CURRICULUM-AS-A-WHOLE REVIEW SUMMARY CEPC10JUL17.pptx

## 6. CEPC Policy Reviews

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Presenter(s): Dankovich, Robin

- Curriculum Review Cycle Policy (revision)
- Year 1-2 and Year 3-4 Committee Policy

  Curriculum Review Cycle Policy\_v2017May10\_proposedRevision.docx  
  Year1\_2\_Year 3\_4\_CommitteesPolicy\_v2017MAY11\_IAreview.docx

General Note

### Curriculum Review Cycle Policy Revision

- Policy was approved back in September 2016

In YR 1 of the Cycle, we will do a review of the Curriculum as a Whole

In YR 2 of the Cycle, review Pre-Clerkship Phase

In YR 3 of the Cycle, we will review the Clerkship Phase (Components)

Revision:

Between curriculum phase reviews and prior to the start of each academic year, the CEPC shall receive interim reports from the Assistant Dean for Basic Science Instruction (for the pre-clerkship phase), and the Assistant Dean for Clinical Instruction (for the clerkship phase), describing proposed modifications to the courses and clerkships.

### Year 1-2 and Year 3-4 Committee Policy

- To better describe the specific roles and strengths of Subcommittees.
- They are not policy making committees

The role of the committees is to implement the syllabus, which is the course description.

### Conclusion

Curriculum Review Cycle Policy revision- Approved by the CEPC

Needs to be updated, posted and link to DCI.

Year 1-2 and Year 3-4 Committee Policy- Approved by the CEPC

Dr. Perry voted to approve both policies via email.

## 7. Credit Hour Review AY 2017-18

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Presenter(s): Dankovich, Robin

  Credit Hour CalculationsCEPC\_updateJune2017.docx        Doctor of Medicine Degree ProgramAY2017-18v2017MAY16.pdf

Lacy, Naomi

Dr. Dankovich and Dr. Lacy came up with a way to be more consistent from year to year by using the template and not the actual contact hours. The previous way would always change it every year by half a credit.

### Conclusion

CEPC approved new credit hours.

## 8. Self Directed Learning Readiness Scale

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Presenter(s): Lacy, Naomi

Lacy, Naomi

This is an item that is a way of monitoring student self-report about how ready they are for Self Directed Learning. We are now receiving it four times. Historic information shows that students come highly Self-Directed, but over time they tend to drop. Our goal is to keep them at the same level or keep going up.

### Conclusion

Annual Report AY 15-16 closed.

## 10. Membership Changes

Presenter(s): Brower, Richard

- Departing Dr. Blunk- Thank for years of Service
- Adding Dr. Mahesh Gajendran IM-Transmountain to Faculty at Large Position

### General Note

Dr. Brower announced that Dr. Blunk's last CEPC meeting will be August 2017. The new CEPC member will be Dr. Mahesh Gajendran (IM-Transmountain to Faculty at Large Position). Dr. Gajendran will attend his first CEPC meeting in September 2017.

## 12. Open Forum/Round table

Presenter(s): Brower, Richard


## 13. Adjourn

Presenter(s): Brower, Richard

### General Note

Meeting adjourned at 6:35pm.

## Tasks Summary

| Task  | Due Date | Owner                 | Project | Completion | Priority |
|---|----------|-----------------------|---------|------------|----------|
|  Curriculum Review Cycle Policy Approved |          | Dankovich, Robin, ... |         | 100%       | ■■■■■■■  |

## Parked Items

9. Pre-Clerkship Phase Review Preliminary Discussion
11. Managing the budget to support curricular change