

CEPC Monthly Meeting

11.12.2018 05:00 PM - 06:30 PM

Purpose

Presenters Brower, Richard, Cotera, Maria, Francis, Maureen

Attendees Beinhoff, Lisa, Brower, Richard, Cotera, Maria, Dankovich, Robin, De-Lara, Veronica, Francis, Mark, Francis, Maureen, Gajendran, Mahesh, Lopez, Josev, Maldonado, Frankj, Morales, Trinidad, Ogden, Paul, Perry, Cynthia, Pfarr, Curt, Saucedo, Dianne, Uga, Aghaegbulam H

Guests brittany.harper@ttuhsc.edu, douglas.weier@ttuhsc.edu, roberto.l.garcia@ttuhsc.edu

Location MEB 1140

Meeting Minutes

TTUHSC EP Paul L. Foster School of Medicine

5001 El Paso Drive

El Paso, TX, 79905

USA

1. REVIEW PRIOR MEETING MINUTES

Presenter(s): Brower, Richard

Description

There was no meeting in October 2018; attached are the September 2018 CEPC meeting minutes for CEPC approval.

 CEPC-Monthly-Meeting-September_2018.pdf

Discussion

ACTION: Meeting minutes for September were approved after a call to approve was initiated by Dr. Gajendran (there was no October 2018 meeting).

Attached is the sign-in sheet and the approved September minutes.

Present:


CEPC members: Drs. Cervantes, (Mark) Francis, Gajendran, Kassar, Padilla, Pfarr, and Uga.

SCEC representatives: Weier (MS4), Harper (MS3), Garcia (MS3), Woods (MS3), and Ratnani (MS1).

Ex-officio: Drs. Beinhoff, Brower, (Maureen) Francis, Hogg, and Ogden.

Guests: Dr. Parsa

Others: Ms. Cotera, Dr. Dankovich, and Mr. Morales

 MX-3070N_20181113_104005.pdf

 CEPC Monthly Meeting - Minutes (16).pdf

2. SCEC REPORT, INTRODUCE NEW MEMBERS

Presenter(s): Brower, Richard

Description

The November CEPC meeting will be the first for several new SCEC representatives:

Justin Hartmann - MS 4

Douglas Weier - MS 4

Brittany Harper - MS 3

Maggie Scribner - MS 3

Roberto Garcia - MS 2

Kevin Woods - MS 2

Karishma Palvadi - MS 1

2.1. MS1

Discussion

Weier was present, asked about the parking situation. Dr. Beinhoff said she was no longer allowing students from PLFSOM or UTEP to park in the UMC parking garage. Dr. Brower and Ogden interjected and said that there would be a solution, perhaps using lots close to campus on Rick Francis Street, or at the nearby houses. MS3 and MS4 students would certainly not have to park at the Coliseum parking lot, there will be a solution to the parking woes and security will be notified if students have to park late at night near the adjacent neighborhoods.

2.2. MS2

Discussion

Harper was present, but she showed up late to the meeting and had no input during the SCEC portion of the meeting.

2.3. MS3

Discussion

Garcia and Woods were both present and asked if their "constructive feedback" for END and CSS had been relayed. Dr. Hogg said yes, he did receive the comments and would be reviewing and responding soon.

2.4. MS4

Discussion

Ratnani was present, no issues, he simply introduced himself to the CEPC.

3. INTERSESSION SYLLABUS, ASYNCHRONOUS VOTING RESULTS





Presenter(s): Brower, Richard

Description

The Intersession Syllabus was sent out for asynchronous voting in October and was approved 8-0.

Attached are the attachments that went out with the request for a vote, along with a copy of the e-mail requesting votes.

The following CEPC voting members cast a vote: Cervantes; Francis (Mark); Gajendran; Gest; Kassari; Perry; Uga; Wojciechowska;

 Appendix 4 ORAL PRESENTATION FEEDBACK Form 1.docx
 Appendix 5 QIKAT R Scoring Rubric.docx  Intersession Syllabus 2018-2019 draft.docx
 Memo Style.pdf

Discussion

Dr. Brower informed the CEPC that the Intersession Syllabus was approved via asynchronous voting in October and asked the CEPC if any additional comments or discussion was warranted. No one had any additional comments.

ACTION: The Intersession Syllabus was approved as is and Dr. (Maureen) Francis is able to proceed with the course.

4. GPC POLICY REVIEW

Presenter(s): Brower, Richard

Description

On 11/5/18, a reminder for the November 12th, 2018 CEPC monthly meeting went out, along with a request for the CEPC to review

the proposed PLFSOM Policy on Grading, Promotion, and Academic Standing prior to the November CEPC meeting. Attached is a copy of the policy along with a copy of the e-mail reminder.

 GPC policies DRAFTv31OCT2018CLEAN.docx  Memo Style_02.pdf

Discussion

The Grading and Promotions Committee policy was presented to the CEPC for review and comments. Dr. Brower introduced the discussion by talking about how the GPC policy presented took two policies in the student handbook, condensed into tighter document, covers grading/promotion altogether.

The GPC policy now has crisper definitions, a statement (introduction), and it limits the GPC's process to applying the rules (reduces discretion).

Dr. Ogden discussed how consequences were not uniform and this could get PLFSOM in legal trouble in regards to how students are treated when they do not pass courses or STEP. There needs to be uniformity. The quicker the student can know the consequences, perhaps the better for the student since they can be dismissed before accruing major debt in Years 3 and 4.

The policy needs to clearly state when students will be placed on probation, when they will repeat, when they will be dismissed. If a student's background check reveals changes, the student need to go in front of GPC to see if they should continue in medical school.

If the student needs to repeat, or retake SPM, or perhaps be placed on a 5-year plan, that is fine, that is in the interest of the student. Repeating of years should happen in the early years of medical school, so the students can catch up.

Students need to have the number of attempts for STEP be reduced so they take it seriously and so they have a legitimate shot at being placed for residency.

The committee discussed at length the tables in Section 5 of the policy, specifically the haziness of the consequences for students. The cut scores for labeling a student as "at-risk" were also questioned, with Dr. Pfarr introducing a bit of his proposal to give students scores and have more robust interventions for "at-risk" students.

While performance in the early years and in early courses may be indicative of future performance, the language of "may" is fuzzy and students may not know what the consequences are of their performance and the GPC policy may increase the number of repeaters, thus bottlenecking more students into some years and courses. Dr. (Maureen) Francis wanted less fuzzy language and more clarification on student consequences.

If early performance in certain courses is indicative of future performance, then data needs to guide the GPC decisions on students having to repeat. Drs. Pfarr, Ogden, and Hogg all discussed the need to have availability of data to see how many repeaters will result because of this GPC policy.

ACTION: Dr. Brower will go through the GPC policy document and address the various points brought up during the November CEPC meeting. Specifically, he will look at how students go off-cycle, the consequences of failing the SPM units, and the threshold of scores that place a student into the "at-risk" category(-ies).

 GPC Schemes.pptx  GPC Schemes v12NOV2018RDB.pdf

 GPC policies DRAFTv12NOV2018CLEAN.docx

5. INTRODUCTION OF THE CLERKSHIP PHASE REVIEW AND ADDITIONAL MEETINGS

Presenter(s): Francis, Maureen

Description

Dr. (Maureen) Francis will discuss the timeline and components of the Clerkship Phase Review and the following two dates are proposed to assist the CEPC cover the phase review:

March 25th, 2019 and April 22nd, 2019.

Discussion

Dr. (Maureen) Francis used the attached handouts to introduce the Clerkship Phase Review. The Clerkship Review will only cover the blocks/required courses, not the elective courses. Dr. Brower said a review team should be created to assist in reviewing each block/required course, perhaps including students in each review team. Dr. Brower also suggested updating any documents pertaining to residents teaching in the clerkship years.

ACTION: The AY 2018-2019 Clerkship Review Proposal was approved and Dr. (Maureen) Francis will begin to recruit faculty and students to join the Clerkship Review teams. During November's CEPC meeting, Dr. Gajendran volunteered for Internal Medicine, Kassir and Cervantes will be on FM/Surgery, and Pfarr and Padilla will be on OB/PEDS. Also, Dr. (Maureen) Francis will be reaching out to the Evaluation of Education Programs Committee to see if any members want to join her review teams.

 2018-2019 clerkship review 11-1-18.docx

6. CLERKSHIP ADMIN. ORG. CHART AND CLERKSHIP DIR. POSITION DESCRIPTION REVIEW

Presenter(s): Francis, Maureen

Description

For the Clerkship Phase review for 2018-19 Academic Year, two policies will be reviewed and approval will be sought from the CEPC.

These two policies are:

Clerkship Admin. Org. Chart

and

Clerkship Dir. Position Description



Discussion

This was parked as time ran out. Dr. (Maureen) Francis suggested sending these documents to Dr. Brower to see if they could go out to the CEPC for asynchronous voting.

Attached are the documents Dr. (Maureen) Francis intended to show the CEPC.

ACTION: Policies were forwarded to Dr. Brower with a request to send to CEPC for asynchronous voting.

UPDATE: Policies were approved via asynchronous voting in December 2018.

-  CD Job description - suggested revisions vs 3.docx
-  Clerkship Admin Org Chart and policy.docx

7. ANNUAL REPORT PRESENTATION

Presenter(s): Cotera, Maria

Description

A summary and highlights of the 2017-2018 PLFSOM Annual Report, presented by Ms. Cotera from the Office of Medical Education.

Discussion

Ms. Cotera showed highlights of the 2017-18 PLFSOM Annual Report via PowerPoint. The layout of the report has changed, the scale was (level of agreement scale) changed two years ago and has been consistent since. The Jefferson Empathy Scale is the only thing that had a remarkable change in 2017-18, but most other indicators are similar to the 2016-17 data. Ms. Cotera mentioned that a draft of the 2017-18 Annual Report has been shared with the CEPC members, but Dr. Brower suggested uploading the report (marking it as 'draft') to the CEPC website to allow further inspection and feedback. Once all feedback is given, then the report can be modified and moved to 'final'.

ACTION: Ms. Cotera will upload a draft version of the 2017-18 Annual Report to the CEPC website to allow inspection and feedback from the CEPC and when the report moves to final, it will be updated on the CEPC website.

-  2017-2018 Annual Report Presentation to the CEPC.pptx

8. ROUNDTABLE

Presenter(s): Brower, Richard

Discussion

No additional topics were presented/discussed at roundtable.

9. ADJOURN

Discussion

Meeting adjourned at 6:49pm