

# CEPC Monthly Meeting

04.14.2021 05:00 PM - 06:30 PM

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**Purpose**

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**Presenters** Alexandraki, Irene, Ayoubieh, Houriya, Francis, Maureen, Hogg, Tanis, Htay, Thwe, Rosenthal, Lee

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**Attendees** Alexandraki, Irene, Ayoubieh, Houriya, Beinhoff, Lisa, Brower, Richard, Chacon, Jessica, Cotera, Maria, Ellis, Linda S, Francis, Maureen, Harindranathan, Priya, Hogg, Tanis, Htay, Thwe, Manglik, Niti, Martin, Charmaine, Nino, Diego, Ogden, Paul, Padilla, Osvaldo, Rosenthal, Lee

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**Guests** Blake Busey, brad.fuhrman@ttuhsc.edu, daniel.tran@ttuhsc.edu, Dr. Fatima Gutierrez, Dr. Patricia Ortiz, Genrich, Colby, homaira azim, karishma.palvadi@ttuhsc.edu, kevin.w.woods@ttuhsc.edu, lokesh.nagineni@ttuhsc.edu, Melissa, roberto.l.garcia@ttuhsc.edu, Rohan, runail.ratnani@ttuhsc.edu, Whitney

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**Location** WebEx until further notice

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**TTUHSC EP Paul L. Foster School of Medicine**

5001 El Paso Drive  
El Paso, TX, 79905  
USA

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Agenda

## 1. REVIEW AND APPROVE MINUTES FROM PREVIOUS MEETING

05:00 PM-05:10 PM

Presenter(s): Alexandraki, Irene

 CEPC Monthly Meeting - Minutes March- Final.pdf

## 2. ITEMS FROM STUDENT REPRESENTATIVES.

05:10 PM-05:20 PM

Presenter(s): Alexandraki, Irene

### Description

MS1 - W. Shaffer & R. Reredy

MS2 - L. Nagineni & D. Tran

MS3 - K. Palvadi & R. Ratnani

MS4 - K. Woods & R. Garcia

## 3. CEPC NEW MEMBERS

### Description

Dr. Patricia Ortiz - Psychiatry Department

Dr. Fatima Gutierrez - Pediatrics Department

Dr. Jessica Chacon - Medical Education Department

 CV- Patricia Ortiz.pdf  CV-Gutierrez 2020-2021.docx  Jessica Chacon CV 2021.pdf

## 4. CHANGES IN CLERKSHIP DIRECTORS

05:20 PM-05:30 PM

Presenter(s): Francis, Maureen

### Description

Family Medicine Clerkship Director - Dr. Colby Genrich

Family Medicine Clerkship Assistant Director - Dr. Melissa Montoya

Family Medicine Sub-Internship Director - Dr. Gerardo Vasquez

Psychiatry Clerkship Director - Dr. Patricia Ortiz

Psychiatry Clerkship Assistant Director - Dr. Christopher Castaneda

 Colby M Genrich MD April 2020.pdf  CV Christopher Castaneda, MD.pdf  CV Gerardo Vasquez, MD.pdf  
 CV MELissa M Montoya, MD.pdf  CV- Patricia Ortiz.pdf

## 5. MS3 CLERKSHIP SYLLABI FOR AY 2021-2022

05:30 PM-06:00 PM

Presenter(s): Francis, Maureen

## 6. PRE-CLERKSHIP COURSE REVISIONS

06:00 PM-06:30 PM

Presenter(s): Hogg, Tanis

### 6.1. MEDICAL SKILLS

Presenter(s): Htay, Thwe

 2021Changes Medical Skills Course - Dr. Htay.pdf

### 6.2. SOCIETY COMMUNITY AND THE INDIVIDUAL

Presenter(s): Rosenthal, Lee

 SCI ay 21-22.pdf

### 6.3. COLLEGE COLLOQUIUM

Presenter(s): Ayoubieh, Houriya

 Colloquium Essays.pptx

# CEPC Monthly Meeting

03.10.2021 06:00 PM - 07:30 PM

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<b>Purpose</b>	Regularly scheduled meeting of the CEPC for the month of March, 2021.
<b>Presenters</b>	Alexandraki, Irene, Ayoubieh, Houriya, daniel.tran@ttuhsc.edu, Ellis, Linda S, Francis, Maureen, Genrich, Colby, karishma.palvadi@ttuhsc.edu, kevin.w.woods@ttuhsc.edu, lokesh.nagineni@ttuhsc.edu, roberto.l.garcia@ttuhsc.edu, Rohan, runail.ratnani@ttuhsc.edu, Whitney
<b>Note Taker</b>	Cotera, Maria
<b>Attendees</b>	Alexandraki, Irene, Ayoubieh, Houriya, Beinhoff, Lisa, Cotera, Maria, Ellis, Linda S, Francis, Maureen, Harindranathan, Priya, Hogg, Tanis, Manglik, Niti, Martin, Charmaine, Nino, Diego, Padilla, Osvaldo
<b>Absences</b>	Brower, Richard, kevin.w.woods@ttuhsc.edu, Melissa, Ogden, Paul, roberto.l.garcia@ttuhsc.edu
<b>Guests</b>	Blake Busey, brad.fuhrman@ttuhsc.edu, daniel.tran@ttuhsc.edu, Genrich, Colby, homaira azim, karishma.palvadi@ttuhsc.edu, lokesh.nagineni@ttuhsc.edu, Rohan, runail.ratnani@ttuhsc.edu, Whitney
<b>Location</b>	WebEx until further notice

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# Meeting Minutes

## TTUHSC EP Paul L. Foster School of Medicine

5001 El Paso Drive  
El Paso, TX, 79905  
USA

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## 1. REVIEW PRIOR MEETING MINUTES

06:00 PM-06:10 PM

Presenter(s): Alexandraki, Irene

### Description

Minutes attached to agenda for your review.

 CEPC February Meeting Minutes-Final.pdf  Distinction in Clinical Genomics\_3-10-2021 - Updated w Objectives.doc

### Discussion

Dr. Alexandraki read minutes of previous meeting.

Nino motions to approve.  
Dr. Ayoubieh seconds motion.

Minutes approved unanimously.

## 2. UPDATED FACULTY BYLAWS

Presenter(s): Alexandraki, Irene

### Description

Bylaws attached to agenda for your review.

- Additional voting members for the CEPC needed going forward.
- Student representatives allowed 4 votes total.
- Curriculum Evaluation Committee abrogated.

 Current\_PLFSOM\_Faculty\_Bylaws - 12-14-2020 Final.pdf

### Discussion

Dr. Alexandraki informs committee on updated Bylaws in December 2020.

CEPC now has some membership vacancies: one basic science faculty position and 2 clinical science faculty position.

Dr. Alexandraki - Would like to make the appointment process more inclusive and engaging - Wants to include department chairs in nomination process. They will nominate 2 faculty from their dept. and send CV and a short statement from nominees commenting on goals and accomplishments. A sub-committee of current CEPC members will make selection from a pool of nominees.

Opens floor to suggestions & comments.

Dr. Hogg - Likes idea; the spirit/intention of the bylaw revision was to make faculty more involved in the process -LCME requirement. Approves of suggestion.

No other comments. Dr. A proceeds with plan Azim, Fhuhrman, francis approve by raised hand

Dr. Nino - Ask for clarification on number of members. Will there be more members? Concerned with issues reaching quorum if there are too many members.

Dr. Alexandraki - Not more members, but we'll open the nomination process to department chairs. Have more transparency into the selection system.

Second update from changes in the Bylaws - Committee on Evaluation of the Curriculum has been discontinued.

Dr. Hogg - Gave background on how decision was made -although not 100% sure how decision was made. He reviewed constitution of CEPC in June-July 2020, and brought issue to the Presidents Office of possible overlapping responsibilities in the program evaluation task with CEPC. He suggested Evaluation Committee be more of a sub-committee of CEPC as this would be more in accordance with LCME requirements that CEPC be an full curriculum oversight committee. No other medical schools have an independently standing evaluation committee.

Dr. C. Herber-Valdez - Remembers recommendation for OIRE director to be an ex-officio, non-voting member, but that's not in the bylaws currently.

Dr. Hogg - Faculty Council reviews and approves Bylaws, and this issue should be addressed with them and ask for second revision.

Dr. Alexandraki - We need to consider a sub-committee of curriculum evaluation design and review.

Dr. Hogg - It should be a sub-committee as we already have a sub-committee for pre-clerkship curriculum and one for clerkship curriculum which

liaison with course and clerkship directors.

Dr. C. Herber-Valdez - Having a sub-committee would give the old evaluation committee members a chance to finish pending work.

Dr. Alexandraki - She will be creating a proposal for this sub-committee moving forward.

End of topic

### 3. SCEC REPORT

05:10 PM-05:30 PM

Presenter(s): daniel.tran@ttuhsc.edu, Genrich, Colby, karishma.palvadi@ttuhsc.edu, kevin.w.woods@ttuhsc.edu, lokesh.nagineni@ttuhsc.edu, roberto.l.garcia@ttuhsc.edu, Rohan, runail.ratnani@ttuhsc.edu, Whitney

#### 3.1. MS1

Presenter(s): Rohan, Whitney

##### Description

CEYE - Requests for modifications

SCI/Renal Unit Summative - Request for change in date

 CEYE - Additional Test Date.pdf  CEYE Formative Change.pdf  SCI\_Renal Summative Dates.pdf

##### Discussion

Floor open to MS1 students -

Whitney Shaffer - Explained the documents she requested be presented to committee members. They decided to use an Sbar approach to present their concerns, which makes the whole process more transparent and holds accountability:

Dr. Hogg - We've been in communication with the class and met several times. Monday the curriculum committee had a discussion, the documents got distributed and reviewed during Yr 1 -2 committee, and an answer was forwarded to student reps. Conversation is on going, but faculty recognize MS1 students are under great stress given current conditions (covid). We've considered all possible ways to alleviate the stress, and the committee remains committed to the outcome measures set -Summative benchmarks- as it all ties into the PGOs; so, the conclusion is that the CEYE remains -as a summative-, but we're providing additional opportunities to take the test, the benchmark also won't change.

Dr. Fuhrman - Asked Dr. Hogg to expand on the agreement reached by faculty on the CEYE, and accommodations.

Dr. Hogg - Explained changes made because of the pandemic during AY 2019-2020, and which included the CEYE being eliminated. It was agreed that for this year -2020-2021-that a 3rd. remediation would be added, and a practice exam in Firecracker was also added; another added measure was tutoring -workshops- as well.

Dr. Nino - We also offered adding remote proctoring for remote students doing remediation. He also reassures students that faculty are here to help them succeed and ease stress without compromising standards for all students benefit.

Dr. Fuhrman - Adds that as far as reducing the passing standard on the CEYE, it was discussed not to modify as these exams and outcome measures are based on much study and research. This insures students' performance in the Steps.

Dr. Alexandraki - Thanks Whitney for starting the conversation. Adds Dr. Ellis has been asked about ways to support our students.

Dr. Ellis - Not necessarily her area of expertise, but willing to help. Mentions that students taking LOA (leave) has increased by 50% because of concerns with family. Willing to work with the rest of the departments and offices to support students. Suggests maybe a mixed curriculum attendance On campus /On line to add sense of normalcy. Adds Professionalism Event Cards can be confusing and add to stress.

Topic closed

#### 3.2. MS2

##### Discussion

Lokesh Nagineni - Nothing to report. Met with Dr. Hogg, and we're just wrapping up the year.

### 3.3. MS3

Runail Ratnani. - Nothing to present

### 3.4. MS4

#### Discussion

No student reps present.

## 4. POLICY VOTING

05:45 PM-06:05 PM

Presenter(s): Alexandraki, Irene, Ellis, Linda S, Francis, Maureen

#### Description

Common Clerkship Policies for AY 2021 - 2022 - Attached to agenda for your review  
Student Mistreatment Reporting Policy - Attached to agenda for your review.

-  Common clerkship policies AY 2021-2022- No markup v4.docx
-  POLICY ON REPORTING STUDENT MISTREATMENT\_Final\_Ogden\_Ellis\_3Aug2020 (002)\_RAL comments\_EllisUpdates\_CEPCfeedbackAdded.docx

#### Discussion

Dr. Francis - Presented The Common Clerkship Policies and changes made for AY 2021 - 2022 - Pre-Clerkship Committee reviews these policies every year then brings the updates to CEPC.

Dr. Ellis - Presented Student Mistreatment Reporting Policy. - New Policy.

### 4.1. COMMON CLERKSHIP POLICIES FOR AY 2021-2022.

Presenter(s): Francis, Maureen

#### Discussion

Dr. Francis - Presented The Common Clerkship Policies and changes made for AY 2021 - 2022 - Pre-Clerkship Committee reviews these policies every year then brings the updates to CEPC.

Updates:

1. Student absences - With the change to LIC - 2 blocks instead of 3-, absences are now 6 per block max.
2. Website for student absence documentation updated. Also, verbiage in policy clarified, but not changed.
3. Wording expanded on what "graded activity" definition.
4. Testing dates for NBME shelves updated for this AY.
5. Testing remediation dates also updated for this AY.
6. OSCEs will be less in number (2 instead of 3) although they are now larger exams.
7. Cut-off for passing and Honors changed (6-7 percentile). Passing scores based on 2 things: 1-NBME recommended passing scores and 2-Norm Tables (National performance). Fam. Med and Psych passing scores will need to be raised to 65 and 73, respectively. Honors for Emergency Medicine needs to be adjusted to 82.
8. Step 2 CS has been eliminated and language removed from policy.
9. Shift on the Intersession week #s - Administrative changes in the calendar for next year.
10. End of Block OSCE now has 5 cases.
11. SOAP note verbiage changed (USMLE scratched).
12. Added "Reminder of important dates" at the end.

Floor open to Q&A - No questions

Dr. Alexandraki calls for motions to pass.

Dr. Nino motions to approve.

Dr. Ayoubieh and Dr. Genrich second motion.

Passed unanimously

## 4.2. STUDENT MISTREATMENT REPORTING POLICY

Presenter(s): Ellis, Linda S

### Discussion

Dr. Ellis presents most recently revised version of the Student Mistreatment Reporting Policy, based on feedback provided by CEPC during February.

Points out the following:

1. Definition of 'mistreatment' taken from the AAMC.
2. Avenues for access - Reporting from all employees strongly encouraged.
3. Appeals process is included
4. Knowledge of this policy and training on the subject to be required.

Floor open for Q&A - No questions from attendees.

Open to vote

Dr. Azim motions to approve

Dr. Nino seconds the motion

Passed unanimously

## 5. PROPOSED CREDIT HOUR DISTRIBUTION FOR MS3 TRANSITION YEAR AND BEYOND

06:05 PM-06:15 PM

Presenter(s): Francis, Maureen

### Description

Proposition attached to agenda for your review.

 Proposed Credit Hour Distribution for MS 3 Transition Year and Beyond.docx

### Discussion

Dr. Francis - School received the approval letter from the LCME approving the LIC beginning AY 2021-2022 phase I and AY 2022-2022 for phase II (Neurology and EM moved to MS3 yr)

This change will require credit hour balancing. Presents document and explains no changes made to the AY 2021-2022 distribution. AY 2022 - 2023 will require credit hour changes as displayed on document presented to all attendees and attached to agenda.

**NOTE:** Credit Hour Calculation Policy will need to be revised, modified, and approved by CEPC in an upcoming meeting.

Dr. Alexandraki calls for motion to approve

Dr. Nino motions to approve.

Dr. Ayoubieh and Dr. Fuhrman second motion.

Passed unanimously.

Dr. Herber-Valdez request clarification -for her sake and OIRE understanding- of what the changes for credit hours will be. They need to know because OIRE needs to request approval from the Texas Education Coordinating Board.

Dr. Francis - No changes to number of credit hours for phase I. There will be changes in phase II, and Registrar will be notified.

## 6. DISTINCTION IN CLINICAL GENOMICS PROGRAM - UPDATES

06:15 PM-06:30 PM

Presenter(s): Ayoubieh, Houriya

### Description

Updated proposal attached to agenda for your review.

## **Discussion**

Dr. Ayoubieh - Presents the revised version of the previously presented Distinction in Genomics Program (Feb. CEPC)

Briefly states the overall format of the program -shared screen.

1. 4 students max capacity.
2. Must apply during MS1 year.

MS1 year:

1. Students will present at the end of every SPM unit on a topic related to Genomics.
2. Summer - Presentations and testing.
3. Journal Club

MS 2 - MS3 years:

1. Create peer teaching activities.

MS 1 - MS 4 years:

1. Scholarly activity - Research project.

MS 4 year:

1. Must take a Clinical Generics Elective

Provided answers to previous questions and concerns expressed during the February CEPC meeting.

Floor open to Q&A -

Dr. Niti Manglik - Asks if end of unit presentations will be based on what was taught, or will additional study be required to go deeper into a genetic condition.

Dr. Ayoubieh - Students will build on what they are learning in SPM - adhering to Unit topics -, faculty will suggest resources for including in presentation.

Dr. Niti Manglik - Asks when?

Dr. Alexandraki calls for motions to approve

Dr. Fuhrman moves to approve.

Dr. Manglik seconds motion.

Approved unanimously.

Dr. Francis mentions program must go through an approval process, which needs to be looked into. Dr. Alexandraki asks Dr. C. Herber-Valdez to provide this information. Answers "Probably not", but will check and confirm.

Formal process needed for the Program to be authorized to be placed on the diploma (Board of Regents).

## **7. ADJOURN**

### **Discussion**

Welcome to Dr. Busey.

Meeting adjourned at 6:33 pm.

