No M1/M2 Subcommittee meeting this month
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M1-M2 Subcommittee
Minutes
October 28, 2002

Members Present: Drs. Besharse, Frank, Lund Olivier, Twining and Van Ruiswyk, Betsy Manor and George Sanchez

1. Meeting Date and Time: The committee agreed to change the meeting M1-M2 Subcommittee meeting to the second Monday of the month at 4 pm.

2. M1/M2 Student Proposal for Improvement of Teaching: The student members Betsy Manor and George Sanchez presented the proposal previously distributed to the members by e-mail and a modification of the proposal. A discussion ensued focusing on issues with some lecturers, the notes provided, distribution of additional materials and the lack of incentives for teaching. Several directions to address these issues were also discussed. The discussion was tabled until the next meeting.

3. Mid course evaluations: Dr Frank will moderate the M1 mid-course evaluation meeting on November 1, 2002 and Dr Twining will moderate the M2 mid-course on November 4, 2002.

4. LCME Task Force on Accreditation: Discussion of issues raised were postponed until the next meeting.

5. Review of Spring Course Evaluations: Cell and Tissue Biology was reviewed by Dr. Frank, Integrated Medical Neuroscience by Dr. Oliver, Physiology and Pharmacology by Dr. Twining, Medical Information Management Course by Dr. Lund, Foundations of Human Behavior and Pathology by Dr. Van Ruiswyk. The Health Care System review was deferred to the next meeting.

6. Topics for the next meeting: Mid-course evaluations and the proposal for improvement of Teaching in the Basic Science Courses for the M-1 and M-2 Years.
M1-M2 Subcommittee
Minutes
November 2002

Members Present: Drs. Frank, Lund Olivier, Twining and Van Ruiswyk, Betsy Manor and George Sanchez

Members Absent: Dr. Besharse

1. The minutes of the previous meeting was approved.

2. Dr. Besharse submitted the evaluation of the Health Care Systems course. The main points of the report were discussed.

3. Mid course evaluations: Dr. Frank and George Sanchez reported the M1 mid-course evaluation was held on November 1, 2002. The session was productive but some of the course directors were frustrated because many of the points discussed were both strengths and weaknesses, very few of the issues can be addressed this year and changes made to improve courses are not recognized by the students. By interpreting some of the comments, the students were able to clarify the general statements. Dr. Twining and Betsy Manor reported the M2 mid-course on November 4, 2002. This session was quite useful because the history of the courses and why things are done in a given manner was discussed.

4. M1/M2 Student Proposal for Improvement of Teaching: Betsy Manor and George Sanchez discussed their proposal. The major topics discussed were the need for notes that match the pace and mode of the lecture, the deposition of extra materials on the web and/or the library and not in Co-op notes, and the opportunity for the students to evaluate all faculty members in the courses. The proposal will be modified based on the discussion, distributed to the members of the Subcommittee and then presented by Betsy and George at the next full CEC committee.

5. LCME Task Force on Accreditation: Discussion of issues raised was postponed until the next meeting.

6. Topics for the next meeting: Student LCME Survey, LCME Task Force Summary,
M1-M2 Subcommittee
Minutes
December 2002

Members Present: Drs. Frank, Lund, Twining and Van Ruiswyk, Betsy Manor and George Sanchez

Members Absent: Drs Besharse, Olivier

1. The minutes of the previous meeting was approved.

2. From the LCME task Force on Accreditation/ LCME Concerns and suggestions:
   Educational Program and Student Self-Study Report
   Various specific suggestions were discussed for the points made by these reports.
   Information is being requested from Drs. Simpson, Bedinghaus and Holloway
   plus Steve Krogull.

   The discussion of these items will continue at the next meeting.
M1-M2 Subcommittee
Minutes
January 13, 2003

Members Present: Drs. Frank, Lund, Twining and Van Ruiswyk, Betsy Manor and George Sanchez

Absent: Drs. Besharse and Olivier and Jeff Bojar

1. The minutes of the previous meeting was approved.

2. An update of the issues assigned to the committee were given. Two main issues were discussed, the awards for teaching and professionalism and the orange card system. The committee felt that the original suggestion for one student award each year for years 1, 2 and 3, in addition to the two senior awards, would be the best plan.

3. Following a lengthy discussion of professionalism and the lack of familiarity about the orange card system, the following recommendation was made. Because of the information overload during orientation, the committee proposes the best time to present a session on professionalism is in the first year, immediately before the Clinical Interviewing Course. Dr. Simons should give this because of the importance of the subject. Professionalism issues then must be reviewed periodically. This will be brought up at the February full CEC meeting.

4. The problems with the Medical Information Management Course were discussed in preparation for the course director appearing before the committee. A discussion of professionalism of the students ensued regarding this course.
M1-M2 Subcommittee
Minutes
January 23, 2003

Members Present: Drs. Besharse, Frank, Lund Olivier, Twining and Van Ruiswyk, Jeff Bojar, Betsy Manor and George Sanchez

Guests: Drs. Bedinghaus and Simpson

1. The purpose of this meeting was to discuss the Medical Information Management Course, a course, which is currently is composed of lectures on biostatistical techniques and small group sessions that evaluate medical information. One member of the biostatics department gives the first set of lectures. The quality and clinical utility of these lectures have been rated very low for a number of years. The small group sessions are considered the best part of the course. This course differs from many others because this is a multidepartmental course, in which the course director is not a member of the department that is responsible for a major portion of the lectures.

2. Because of the problems with this course, a retreat was held. However, the recommendations for increased clinical relevance has not been implemented in the lectures.

3. Following a discussion of the positive and negative aspects of the course, the M1/M2 Committee, as the initial oversight committee for multidepartmental courses, voted to ask Dr. Bedinghaus, with consultation with a M1/M2 CEC Subcommittee representative, key faculty in the MIM course, and Deans Simpson and Marcdante to reform the Medical Information Management to meet the stated objectives of the course and the needs of physicians of the 21st century. This will be presented at the February meeting of the Full CEC.
M1-M2 Subcommittee
Minutes
March 5, 2003

Members Present: Drs. Besharse, Frank, Olivier, Twining and Van Ruiswyk, Jeff Bojar, Betsy Manor and George Sanchez

1. The meeting minutes of January 13, 2003 and January 23, 2003 have been approved.

2. The purpose of this meeting was to discuss the Second Year Medical Microbiology Course with Dr. Jerry Taylor.

3. The Medical Microbiology Course for the fall of 2002 dropped dramatically in the student evaluations relative to the past few years. The comments identified some problems that had been previously issues for this course.

4. Dr. Taylor has spent a large amount of time analyzing the numerical data and the student’s comments and talking to the faculty in the course.

5. For the Fall 2002 the Microbiology Department Faculty made numerous changes in response to the previous years comments. Some of these changes did not work as well as the faculty had hoped.

6. For the major problems identified in the student evaluations, Dr. Taylor presented approaches to improve the course. She was encouraged to go further in some of these including the formation of a student committee to further understand the problems and to discuss suggestions for improvement.

7. Areas discussed included the use of e-mail vs. personal communication for disputed exam questions, use of post test “time for learning”, inclusion of clinically relevant questions on exams, integration between courses.

8. Dr. Taylor will give the committee an update by May 1 and then a more complete report by August 1.
M1-M2 Subcommittee
Minutes
April 14, 2003

Members Present: Drs. Frank, Olivier, Lund, and Betsy Manor
Excused: Drs. Besharse, Twining, Van Ruiswyk and Jeff Bojar
Absent: George Sanchez

A. The first half of the meeting was to distribute information for upcoming meetings and to have members give some thought to the following issues:
   1. April 16th – a meeting has been scheduled between the students and the Microbiology Course Director (Dr. Jerry Taylor) to generally discuss proposed changes to the course based on the end of the course evaluations. Dr. Simpson will provide a summary of the Focus Group session to Dr. Twining and Dr. Taylor.
   2. There will be a 1/2-day retreat to help Joan Bedinghaus reorganize the MIM course.
   3. The M1/M2 subcommittee will be getting together to revisit the notion of administering mid-course evaluations.
      ▪ There was a short discussion that followed. The main point of the mid-course evaluation is to foster communication between the course directors and the students and this aspect is greatly appreciated by both sides. However, it is difficult to redirect a course or to change a course in midstream. The subcommittee concluded that the optimal situation would be to have a formal time when students and course directors could get together before the end of the course evaluation to discuss whether the objectives were being achieved. Some of these ideas will be used as the start points for further discussion at a meeting in May.
   4. The M1/M2 subcommittee will be getting together for a retreat, possibly in August.
   5. We briefly discussed the need for an M1/M2 member to serve as a liaison to the M1/M2 Course Directors Meeting.
   6. We briefly discussed a weakness cited in the LCME review (graduate student training for medical students). Dr. Lund indicated that this issue mainly involved teaching during clinical training and was less directly related to graduate students serving as instructors.
   7. The group agreed to have one meeting scheduled during the summer to ensure that progress towards resolving long-term concerns would continue even during the summer hiatus.

B. The second half of the meeting was devoted to reviewing final evaluations for the Fall Courses. The strengths and weaknesses for Biochemistry, Medical Ethics and Palliative Medicine, Human Development, Clinical Human Anatomy and Pathology were reviewed. Microbiology had been reviewed in a prior meeting of M1/M2 members.
1. General Strengths of Courses Reviewed:
   ▪ small group discussions
   ▪ course objectives were clearly stated
   ▪ clear and organized presentations
   ▪ lab sessions
   ▪ hands on work
   ▪ clinical information
   ▪ good study notes

2. General Weaknesses of Courses Reviewed:
   ▪ students did not know what was important and what was unimportant
   ▪ poorly written or confusing test questions
   ▪ information that was not presented at the introductory level

Respectfully submitted,

Dara W. Frank, Ph.D.
M1/M2 CEC Subcommittee
Minutes
May 12, 2003

Present: Drs. Frank, Lund, Olivier, Twining and Betsy Manor and George Sanchez

Absent: Drs. Besharse and Van Ruiswyk and Jeff Bojar

A. The minutes of the previous meeting were approved.
B. Dr. Olivier discussed the Mid-Course Evaluation of the second year spring courses. Because of the problems scheduling the session and the low student response, modification of the Mid-Course Evaluations was discussed. This will be further addressed in the June meeting.
C. Dr. Dara Frank volunteered to be the M1/M2 CEC committee liaison with the M1/M2 course directors committee.
D. Dr. Joan Bedinghaus reported on the progress of the Clinical Continuum Course and further plans.
   1. This was the first year for the Medical Interviewing Course. The preliminary evaluations of the first group that completed the course are very good. In addition, the clinical faculty are supporters and willing participants in this course. The committee supports the financial commitment of the department of Academic Affairs. Dr Bedinghaus will work with Drs. Layde and McBride to better coordinate the PBL cases for the Foundations of Human Behavior and the Standardized Patients and PBL for the interviewing course. Also, she plans on coordinating this course with the revised Medical Information Management Course. The importance of the OSCE at the end of the course was discussed.
   2. In addition to primary care mentors, the Mentor Course has several alternative experiences for students. Fifteen students have been paired with residents of a retirement community under the supervision of a gerontology team. Some students are also being paired with some specialists rather than primary care physicians.
   3. The limitations of space and available clinicians for the Introduction to Clinical Exam were discussed relative to the number of students per group.
   4. The Medical Information Management Course will be revised for the fall. A retreat is scheduled for May 20 to formulate a plan of action. A report of this retreat will be made to the committee, a summary of the course will be submitted September 1 and Dr. Bedinghaus will return in May 2004 to report on the revised course.
E. A request for additional time for Human Development will be sent to the course directors for comments. A final decision will be made at the June Meeting.
F. Comments by Dr. Jane Kivlin were discussed.
Minutes of the M1/M2 CEC Subcommittee June 9, 2003 Meeting

Present: Drs, Olivier, Twining and Van Ruiswyk

Absent: Drs. Besharse Frank and Lund, Jeff Bojar, Betsy Manor and George Sanchez

A. Because there was not a quorum in attendance, issues that needed a vote were postponed.
B. The retreat for revamping the Medical Information Management Course was discussed.
C. Suggestions for changes in the Microbiology course addressed by the Student Focus Group were briefly discussed.
D. The use of microscopes during the first two years was discussed with the general consensus that students need to know how to use a microscope and the basics of slide preparation. The use of virtual microscope, however, was considered a useful educational tool when it is appropriate.
E. The year end report was reviewed
F. Issues for the 2003-2004 were briefly discussed.