

**Time:** 4:30 p.m.

**Location:** Online via Zoom

**Present (voting):** S. Angus (acting chair), A. Delany, M. Eugene, V. Forbes, C. Heinen, B. Kream, Z. Lazzarini, S-J. Lee, H. Swede, C. Thatcher

**(non-voting):** B. Mayer, J. Nissen

**Excused (voting):** K. Amankwah, L. Chirch, D. Choudhary, M. Held, R. Nardino, M. Sanders, A. Sanjay

**(non-voting):** M. Hurley, K. Dodge

**Guests:** None

*NOTE: All votes are done with quorum present.*

Topics	Discussion	Outcome/Action Items
Approval of Minutes	July 20, 2023	Motion to approve. Seconded. Approved 9-0-0.
<b>Business</b>		
None		
<b>Informational</b>		
<b>Missions Management Tool (MMT) Report</b> (C. Thatcher)	Dr. Thatcher presented the Missions Management Tool, which compiles data on a cohort of recent medical school graduates from multiple classes. An executive summary can be found in the meeting materials. Dr. Thatcher will provide medical school action plans for problem areas identified through the MMT data and the graduate questionnaire (GQ), which will be presented to EC in October.	
<b>GME Exit Survey Report</b> (S. Angus)	Dr. Angus presented results from the Capital Area Health Consortium's Exit Survey. The CAHC serves as the employer and Human Resources arm of UConn's residency and fellowship programs. Graduates are asked to review the sites where they rotated for more than two months in their final year. Any items falling below a 3.5 on a 5-point Likert scale require an action plan by the assistant dean for that site. The Hartford Hospital/CT Children's parking garage received the most comments; hospitals are working to modernize it with the long-term goal of building a new garage.	

Topics	Discussion	Outcome/Action Items
<b>Standing Monthly Reports</b>		
<b>CUME</b>	Dr. Choudhary will continue as the CUME representative to EC. The July CUME meeting covered the course catalog and Academic Policies and Procedures manual, both of which were approved. The tuition increase that was presented at the July EC was also presented to CUME.	
<b>GME</b>	GMEC met at the beginning of August. Dr. Venkatesh has retired and will be replaced as the Associate Dean by Dr. Ken Robinson. A new Radiology Residency Program Director, Dr. Gary Gong, was approved. Dr. Gong will assume leadership of the Radiology Residency in October. The CAHC exit survey data was also reviewed.	
<b>GPC</b>	The GPC met this week. New graduate students are arriving next week for orientation, with the first day of classes being held on August 28. Biomedical Science program orientation will be held next week, and Research Day will be held next Wednesday with talks and posters by students. The Graduate School's DEI committee will host their kick-off event in September with a guest speaker (Dr. Renata Schiavo) from Columbia University's School of Public Health.	Dr. Swede will bring the idea of sharing resources surrounding DEI efforts to the Dean's Council's DEI Committee.
<b>MD/PhD</b>	The MD/PhD program had their annual retreat at the Museum of American Art in New Britain, and the event was well attended. Eight new students started last week.	
<b>CME</b>	Annual CME reports are being submitted. Christine McNally will be the Assistant Director of CME, focusing on staff training and reducing bloat by simplifying the application process.	
<b>Dean's Council</b>	No report.	
<b>For the next/future meeting(s):</b>	Admissions Update / Entering Class Profile	<b>Meeting adjourned at 5:15 pm.</b>

**Next Regularly Scheduled Meeting:** *September 21, 2023, via Zoom*

## MINUTES

**Time :** 4 :30 p.m.

**Location:** WebEx

**Attendees:** Peter Albertsen, Stefan Brocke, Laurie Caines, Dharamainder Choudhary, Shayna Cunningham, Paul Epstein, Melissa Held, Yvonne Grimm Jorgensen, Matthew Ledford, Maria Iannotti, Marilyn Katz, Tom Manger, Jeffrey Pella, Yazhini Ravi, Rebecca Straub, Chris Steele, Christine Thatcher, Gillian Weston.

**Excused:** Scott Allen, Michael Baldwin, Eric Bernstein, Leslie Caromile, Jeffrey Finkelstein, George Fuller, Zoe Garvey, Abhishek Gupta, Khamis Abu – Hasaballah, Pooja Luthra, Grael O'Brien, Parth Patel, Christine Rader, Humza Shamoan-Rashid, David Shapiro, Pearl Sutter, Melissa Ulbrick, Peruvamba Venkatesh.

**Guest Presenter:** Kirsten Ek, Zita Lazzarini, Rhonda Mudry, Carrie Walker, John Harrison.

Topic	Discussion	Action/Responsible Party
<b>Review and Approve Minutes from</b>	The meeting minutes for July 10, 2023, were reviewed, a motion was made, seconded and approved.	<b>Vote:</b> Approved.
<b>Introduction of New CUME Members</b>	<b>Dr. Paul Epstein, Chair</b> presented an update on new CUME Membership. New Members are Chris Steele, Peter Albertsen, Shayna Cunningham, Marilyn Katz, Laurie Caines, Tom Manger.	<b>Action:</b> None/Informational.
<b>FABLAB Grading Rubric Changes</b>	<b>Dr. John Harrison</b> discussed the challenges he has been experiencing in his course, presented his proposed solutions and the changes to the grading rubric in FabLab (refer to FabLab proposal in materials). <ul style="list-style-type: none"> <li>• He discussed that the first challenge he is experiencing in the course are that students are not completing their dissections and they are not maintaining their cadavers which are leading to poor conditions to the cadavers in the HAL. The second challenge that Dr. Harrison is experiencing are the lab notebooks in HP have promoted rote labeling of structures and precluded deeper discussions of morphology, location, and the hallmarks of a given structure or pathology.</li> <li>• The solution presented to address the first challenge of students not completing their dissection or maintaining their cadavers, he will now be implementing a stoplight report added to the handoff system that is already in place (refer to FabLab proposal in materials for further details). To improve all of this we will utilize a new stop light report and will provide</li> </ul>	<b>Action:</b> Approved.

	<p>progress reports and action plans will be provided by the faculty along with verbal feedback. This effort will also be a team effort. This approach will require excellent clear communication. The second solution presented to address the HP lab notebooks is that he will no longer have them be submitted for grading. Dr. Harrison intends to shift from a labeling of structures to a deeper discussion of key concepts (refer to FabLab proposal in materials for further details).</p> <ul style="list-style-type: none"> <li>The proposed changes to the grading rubric for <b>Blocks A-C</b> will be as follows: <ul style="list-style-type: none"> <li>FABLab MCQ/SAQ 45%</li> <li>Practical Exam 45%</li> <li>HAL Handoffs 10%</li> <li>Passing grade <math>\geq</math> 65%</li> </ul> </li> <li>The proposed changes to the grading rubric for <b>Blocks D-E</b> will be as follows: <ul style="list-style-type: none"> <li>FABLab MCQ/SAQ 50%</li> <li>Practical Exam 50%</li> <li>Passing grade <math>\geq</math> 65%</li> </ul> </li> <li><b>Discussion:</b> The committee discussed the changes and accepted the changes. T</li> </ul> <p>A motion was made, seconded, and approved.</p>	
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<p><b>VITAL 1.1 Grading Rubric Changes</b></p>	<p><b>Dr. Zita Lazzarini</b> discussed the proposed changes to the VITAL 1.1 first year course. Dr. Lazzarini proposed to raise the passing score for the LEAP exam from 65% to 70%. She is not making any changes to the overall course score or the professional expectations (refer to VITAL proposal in materials). This change is that it will help to identify and enhance the student in the low pass range and to move the intended expectations for the VITAL material being taught closer to the legacy curriculum standard of expectation for passing (which was 75% being required to pass the legacy exams).</p> <ul style="list-style-type: none"> <li>Dr. Lazzarini anticipates that it will increase by between 0-10 number of students required to enhance and reassess depending on the block. She does state that this is not intended to be punitive as she believes it will help struggling students tighten up their knowledge and skills in these areas and form a strong basis for the second year. She also states that enhancement in VITAL is always focused on one or more threads and is usually not time intensive.</li> <li>Changes in the results for classes of “2024 – 2023”</li> </ul> <table border="1" data-bbox="598 1239 1165 1404"> <thead> <tr> <th></th> <th colspan="2">Block A</th> <th colspan="2">Block B</th> <th colspan="2">Block C</th> </tr> <tr> <th>Class of</th> <th>&lt;64.5</th> <th>64.5 - &lt;69.5</th> <th>&lt;64.5</th> <th>64.5 - &lt;69.5</th> <th>&lt;64.5</th> <th>64.5 - &lt;69.5</th> </tr> </thead> <tbody> <tr> <td>2024</td> <td>2</td> <td>3</td> <td>10</td> <td>10</td> <td>2</td> <td>1</td> </tr> <tr> <td>2025</td> <td>2</td> <td>1</td> <td>2</td> <td>4</td> <td>0</td> <td>2</td> </tr> <tr> <td>2026</td> <td>4</td> <td>7</td> <td>3</td> <td>10</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li><b>Discussion:</b> The committee discussed the changes and accepted the changes.</li> </ul>		Block A		Block B		Block C		Class of	<64.5	64.5 - <69.5	<64.5	64.5 - <69.5	<64.5	64.5 - <69.5	2024	2	3	10	10	2	1	2025	2	1	2	4	0	2	2026	4	7	3	10	0	0	<p><b>Action:</b> Approved.</p>
	Block A		Block B		Block C																																
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2026	4	7	3	10	0	0																															

	A motion was made, seconded, and approved.	
<b>PACTS Grading Rubric Changes</b>	<p><b>Dr. Kirsten Ek</b> discussed the changes for the PACTS grading rubric (refer to PACTS proposal in materials) She presented that the PACTS assessments are a composite of three competency categories and a student must pass all three categories to pass the PACTS course. The three categories are (1) Reflective/ Narrative Medicine component, (2) Knowledge component, and (3) Professionalism component.</p> <ul style="list-style-type: none"> <li>• Reflective/ Narrative Medicine component: <ul style="list-style-type: none"> <li>○ Consists of reflections, projects, or narrative medicine pieces – may be pre-class, in-class, or post-class assignments.</li> <li>○ For each session, students achieving an exemplary, accomplished, developing score pass. Grading rubric is posted on HUSKY.</li> <li>○ Students with unsatisfactory scores are expected to re-do the assignment until achieve a passing score for each module.</li> </ul> </li> <li>• Knowledge component: <ul style="list-style-type: none"> <li>○ Assessed via multiple choice questions (MCQ) and short answer questions (SAQ). Ten knowledge points will be available each module.</li> <li>○ Questions map to the session’s learning objectives.</li> <li>○ Knowledge assessments may be given before class, in class or after class. (PACTS will not be assessed on LEAP.)</li> <li>○ Students achieve an overall average score of &gt;65% to pass the knowledge component for the block.</li> </ul> </li> <li>• Professionalism component: <ul style="list-style-type: none"> <li>○ Students must meet expectations for professionalism throughout the course.</li> </ul> </li> <li>• <b>Discussion:</b> The committee discussed the changes and accepted the changes. There were a few members of CUME that were not in favor of the changes but overall this change was accepted.</li> </ul> <p>A motion was made, seconded, and approved.</p>	<b>Action:</b> Approved.
<b>Fragrance Free Update</b>	<p><b>Dr. Melissa Held</b> provided an update on the fragrance-free policy (refer to 2.o Fragrance Free Policy in materials). The change for the policy was brought to Legal and the wording was changed. Below is the updated policy with the <b>corrected</b> wording:</p> <p><b><u>2.o. Fragrance-Free Policy</u></b></p> <p>Scented or fragranced products are prohibited at all times in academic classrooms and spaces. This</p>	<b>Action:</b> Approved.

	<p>includes the use of: • Incense, candles, or reed diffusers • Fragrance-emitting devices of any kind • Wall-mounted devices, similar to fragrance-emitting devices, that operate automatically or by pushing a button to dispense deodorizers or disinfectants • Potpourri • Plug-in or spray air fresheners • Urinal or toilet blocks • Other fragranced deodorizer/re-odorizer products.</p> <p>Personal care products (e.g. colognes, perfumes, essential oils, scented skin and hair products) should not be applied at or near actual classrooms, restrooms, or in our academic spaces. In addition, the UConn SOM encourages staff, faculty and students to be as fragrance-free as possible when they arrive in the SOM. The use of some products with fragrance may be detrimental to the health of staff, faculty and students with chemical sensitivities, allergies, asthma, and chronic headaches/migraines.</p> <p>A motion was made, seconded, and approved.</p>	
<b>Update on new Course/Number</b>	<b>Dr. Melissa Held</b> will present in September.	<b>Action:</b> Item moved to September Agenda.
<b>Admissions</b>	<b>Tom Regan</b> was excused and will present at the September meeting.	<b>Action:</b> Item moved to September Agenda.
<b>Learning Specialist Introduction</b>	<p><b>Drs. Carrie Walker and Rhonda Mudry</b> were introduced to the committee and discussed their roles as the learning and teaching specialists for both the medical and dental schools (refer to Learning Specialists slide set in materials). They shared their vision of their program’s goals, general offerings, boards prep offerings, learning services, as well as what students could expect when working with the learning center.</p> <p>Large Group Session Objectives:</p> <ul style="list-style-type: none"> <li>• To bring pre-clinical year students together for the purpose of identifying, discussing, and practicing effective learning strategies in a supportive group context.</li> <li>• To formally enhance guidance towards USMLE Step 1 preparation within the medical school curriculum, with a focus on early planning, strategy awareness, and appropriate self-appraisal of performance.</li> <li>• To open lines of communication between students, Learning Specialists, and faculty.</li> </ul> <p>Examples of General Offerings:</p> <ul style="list-style-type: none"> <li>• Tips and Tricks for Mastering Time Management</li> <li>• Effective Learning Strategies in Action</li> <li>• How to Improve Test-Taking Skills</li> <li>• The Summer Plan for Consolidating Knowledge</li> </ul> <p>Board Prep Offerings:</p>	<b>Action:</b> None/Informational.

	<ul style="list-style-type: none"> <li>• USMLE Questions Discussion</li> <li>• Strategies for Evaluating Progress during Step Prep</li> <li>• Active Learning Strategies for USMLE Step 1</li> <li>• USMLE Step 1 Study Plans</li> </ul> <p>Individual Consultation Services:</p> <ul style="list-style-type: none"> <li>• Time Management, Organization, Concentration</li> <li>• Study Strategies</li> <li>• Test-Taking Skills</li> <li>• Referrals: Tutoring, Behavioral Health, Neuropsychologist</li> <li>• Phase 1 Study Plans</li> <li>• Clerkship Study Plans</li> <li>• USMLE Step 1 and Step 2CK Study Plans</li> </ul> <p>What Student Can Expect:</p> <ul style="list-style-type: none"> <li>• For all School of Medicine and School of Dental Medicine Students <ul style="list-style-type: none"> <li>○ “Strengthening Student Performance”</li> <li>○ Good students become great</li> <li>○ Not solely remediation</li> </ul> </li> <li>• Advising/Academic Coaching Office <ul style="list-style-type: none"> <li>○ Dialogue through current and past experiences as a learner</li> <li>○ Formal/informal surveys of learning styles and habits</li> <li>○ Guided practice and feedback</li> <li>○ Advice</li> </ul> </li> <li>• Coaching to Match Student Needs <ul style="list-style-type: none"> <li>○ Students can benefit from even 1-2 meetings or just meeting for a brief period</li> <li>○ Longitudinal coaching exists and should be taken advantage of, if there is a need</li> <li>○ Students</li> </ul> </li> </ul>	
<b>Scholarship Update</b>	<b>Dr. Stefan Brocke</b> will present at the September meeting.	<b>Action:</b> Item moved to September Agenda.
<b>Standing Committee Reports</b>		
<b>EC Representative Update CEC (Choudhary)</b>	<b>No update.</b>	<b>Action:</b> None.

<b>Student Representative Update</b>	<b>No update.</b>	<b>Action: None.</b>
<b>Timeliness of Evaluations</b>	<b>Timeliness data provided in binder of materials.</b>	<b>Action: None.</b>
<b>CAC (Brocke/Grimm- Jorgensen)</b>	<b>No update.</b>	<b>Action: None.</b>
<b>CEC (Choudhary)</b>	<b>No update.</b>	<b>Action: None.</b>
<b>Meeting Adjourned: 5:35 p.m.</b>		