Present: Paul St. John (Chair); Diana Darnell; Elizabeth Dupuy; Carol Howe; Adam Luber; Cindy Rankin; Sydney Rice

Apologized: Sean Elliott; Mindy Fain; Kristi Grall; Bill Grana; Ron Heimark; Randy Horowitz; Anna Landau; Ted Price; Wyatt Unger

Resources: Jack Dexter; Nancy Koff; Gail Koshland; Kevin Moynahan; Jack Nolte; Amy Waer

Guest: Vincent Fulginiti; Jim Kerwin

Minutes: The minutes of October 6, 2010 were approved as revised and those November 17, 2010 were approved as amended.

Announcements:

Holiday Closure – Amy Waer
Dr. Ware announced that the college will be closed during the week of December 27 – 31 for winter break. The offices of Student Affairs, OMSE and Administration will remain open, however, staffed by their directors (Drs. Jones, Waer and Moynahan, respectively).

Voting Items

Elective: Inter-disciplinary Disability Seminar Series
The Inter-disciplinary Disability Seminar Series Elective submitted for approval at the November 17 meeting, had been returned for clarification. The proposal was modified to make clear that both medical and graduate students could enroll in the elective. In the discussion of the elective, Dr. Kerwin explained that the elective was offered for differing numbers of units, because options were available whereby students could elect to conduct a research project in addition to completing the core expectations, which earns one unit. Credit does not accrue toward graduation requirements for Years I and II medical students. A motion was made and seconded to approve the elective with additional wording that notes enrollment for additional credit required prior approval by the course director. The motion was approved.

Reviewing Block Objectives and Matching to Educational Competencies – Paul St. John
This issue was postponed until the January 5, 2011 meeting.

Discussion

Discussion of Goals for CBI Workgroup with Special Guest Dr. Vincent Fulginiti – Paul St. John
Dr. Vincent Fulginiti was welcomed to the meeting to discuss the progress and purposes of the Case-Based Instruction Method Workgroup. The workgroup was chartered by TEPC to provide a thorough review of the CBI method as it is currently expressed in the curriculum, but based upon a framework of current research and theoretical literature. Dr. Fulginiti has been a national leader in the field of small-group, student-centered and interactive learning in medical curricula. His agreement to lead this effort is greatly appreciated by the committee.

Dr. Fulginiti asked of the TEPC’s motivation to charter this review, and a number of reasons were cited. Among them were uncertainty about the educational objectives for the method, its role in a developmental curriculum, variability in the design and expression of the method between blocks, and reports of inconsistencies in the means and quality of delivery within blocks. This apparent lack of consistency and uncertainty of educational purpose
for the method has led to reports of less-than satisfactory experiences among students. TEPC is committed to reviewing the CBI method and documenting its format and educational value from a foundation of pedagogical theory and scholarly research.

Dr. Fulginiti expressed his appreciation for the committee’s resolve to conduct a thorough review, but asked if that resolve extended to reforming action, for example in changes to governance over the method should that be a recommendation of the workgroup. Discussion on this question made known that there is no longer a question of whether changes will be made, but what the nature of those changes will be. He was assured that the committee takes this charge very seriously and that actionable policy will result from the process.

Dr. Fulginiti reported that the engagement and quality of effort by workgroup members has been very high. Despite the complexity and depth of the task, he is confident a full report will be available to TEPC by February.

**MSS Final Report: Discussion and Approval – Ron Heimark**

Dr. Heimark was unable to attend the meeting and so the final draft of the Musculoskeletal Annual Report could not be presented and approved. Discussion of the process TEPC employs to produce the annual block reports revealed a number of inefficiencies that result in unreasonably late timing for the recommendations being made.

It was also thought that TEPC should establish a reporting template such that recommendations are expressed in actionable and measurable terms. Justifications for each of the recommendations will also be included. All issues of concern, whether or not they result in recommendations, should be included in the reports. It was noted, for accreditation reasons, that it has become important to document how blocks express and assess the Core Competencies and Measurable Objectives of the program. The MSS report will be updated to meet these needs. An immediate effort will be made by committee personnel to modify the TEPC annual block report process toward improved timeliness, efficiency and quality.

**Life Cycle Final Report: Discussion and Approval – Bill Grana**

Dr. Grana was unable to attend the meeting. As with the MSS final report, the Life Cycle Final Report will be amended according to the reporting needs expressed above.

The meeting adjourned at 6:00pm.

Minutes provided by
Jack Dexter, PhD
Office of Medical Student Education