TUCSON EDUCATIONAL POLICY COMMITTEE (TEPC)
MINUTES
January 19, 2011

Present: Paul St. John (Chair); Diana Darnell; Elizabeth Dupuy; Kristi Grall; Bill Grana; Randy Horowitz; Carol Howe; Adam Luber; Cindy Rankin;

Apologized: Sean Elliott; Mindy Fain; Ron Heimark; Anna Landau; Ted Price; Sydney Rice; Wyatt Unger

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

Guest: Katherine Hiller, MD

Minutes: The minutes of January 5, 2010 were approved as amended.

Announcements:
Deans Hour with the Year I Class -- Dr. Waer
Dr. Waer announced that a “Deans Hour” meeting has been held with the Year I class. The topic of this meeting, provided by Drs. Dexter and Koshland, was a discussion of curriculum content with respect to USMLE Step I subjects. Dr. Koshland also provided an analysis of Step I outcomes for the college compared across years and against national averages. The meeting was well received and this same Deans Hour presentation is being scheduled for the Year II class.

Tucson Clinical Curriculum Subcommittee (TCCS)
Dr. St. John noted that with the January 5th vote by TEPC to establish the TCCS, work is needed to have the members identified and a chairperson elected. All Tucson-based clerkship directors are voting members of this committee.

Voting items
Elective in Outpatient Gynecology
A proposed elective in outpatient gynecology was reviewed. The experience would be directed by Dr. Lynn Coppola at the UMC North Hills facility. In discussion of the proposed criteria for assessing student progress in the elective, it was noted that the Electives Subcommittee is designing a form to be applied consistently across electives. That form will be congruent with the competencies outcomes that has been established for the curriculum. The committee members voted to approve the proposal as a Year IV elective.

Required Emergency Medicine/Critical Care (EM/CC) MS IV Rotation -- Dr. Hiller
Dr. Katherine Hiller introduced the committee to the proposal to formally establish the Year IV rotation in emergency medicine and critical care as a required experience in Year IV. It was noted that the TEPC had previously approved this experience as a requirement, but implementation needed to be postponed until some logistical issues had been resolved. For that reason the rotation has currently been offered as a Year IV elective. Dr. Hiller gave a brief overview of the rotation and reported that the EM and CC departments are now ready to accept all Year IV students.

Dr. Hiller noted that there are two other electives available in EM/CC. The Year III elective is intended to provide students who are unsure about a career choice in EM an early experience to test their interest. The Year IV Acting Internship in EM provides extended experience for those students who are making that choice. The term “rotation” has been traditionally reserved for Year IV required clinical experiences and will be adopted to differentiate its placement from Year III clerkships. Name notwithstanding, this rotation will be held to all
program evaluation and accreditation standards of any required clinical experience. The members voted to reaffirm their previous approval of this Year IV requirement.

Discussion continued about the need to keep the Year III and IV curriculum in Tucson comparable with that in Phoenix until the two are approved as different programs by the LCME. There has been some discussion with the Phoenix leadership on this issue, and on how the two tracks are developing independently. Further meetings will be held with Phoenix to assure continuing compliance with the current LCME ruling concerning the Year III/IV curriculum.

Procedure to Finalize Block Reports - Drs. St. John and Koshland
The annual block report plan established by TEPC is a three-step process: evaluation data is reviewed by two separate entities (TCMS and TEVS); their reports with preliminary recommendations are delivered to TEPC; TEPC synthesizes the reports into a final draft with final recommendations. The first stages seem to be working well, but the creation of the TEPC final report appears to be difficult. To streamline the process, it was proposed that a set procedure (with report templates) be established.

The suggested method is that a staff member from the Office of Medical Student Education (OMSE) sit down with a TEPC member to review the two preliminary reports and to combine the important findings of each. The TEPC member would draft recommendations he/she believes TEPC should draw from the reports. The OMSE staff writer would then write up a draft report which would be delivered to all TEPC members, and which will include the preliminary reports. At the subsequent TEPC meeting the draft report and recommendations will be discussed and the report finalized.

Because the reports currently underway are not going to provide feedback to block directors in time for planning the next iteration of those blocks, it was agreed that the preliminary reports will be delivered to their respective directors for information purposes only.

The meeting was adjourned at 6:00pm.

The next meeting of the TEPC is scheduled for February 2, 2011.

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