The University of Arizona

College of Medicine

TUCSON EDUCATIONAL POLICY COMMITTEE
MINUTES
July 20, 2011

Present: Paul St. John (Chair); Randy Horowitz; Carol Howe; Ted Price; Cindy Rankin; Julie Wynne

Apologized: Diana Darnell; Elizabeth Dupuy; Kristi Grall; Bill Grana; Adam Luber; Sydney Rice; Wyatt Unger

Resources: Joanna Arnold; Jack Dexter; Raquel Givens; Lee Jones; Jim Kerwin; Gail Koshland; Sonya Martyna-Seaman; Kevin Moynahan

Minutes: There was no quorum for most of this meeting

Announcements:
New Members and Election of Chair
Dr. St. John announced that he has been reelected to the TEPC by general faculty vote, and as Chair of the TEPC for another 2-year term. The position of Vice Chair has not yet been resolved. New members elected to the committee are Dr. Andrew Tang (Surgery), and Dr. Patricia Lebensohn (Integrative Medicine). Other changes to the membership include the resignation of Dr. Ron Heimark, who had one year remaining in his term. Dr. Julie Wynne (Surgery) was appointed to serve the remainder of his time.

CBI Co-Directors
Dr. St. John announced that the Co-Directors for the Case-Based Instruction modules are himself and Dr. John Bloom. They have already begun work and are meeting with block directors to redesign the CBI experiences to approach the recommendations of the CBI Workgroup. Because the start of the new year is just weeks away, Dr. St. John reported that the significant changes to the CBI format will not be ready until Spring. He and Dr. Bloom are working with block directors to see what can be modified in the existing sessions to move the experience more toward the new objectives for the method.

Interim Assistant Dean for Student Affairs
Dr. Lee Jones, the Assistant Dean for Student Affairs, has accepted a position at the college of medicine at UC Davis and will be leaving Tucson in August. Dr. James Kerwin has been appointed as the interim Assistant Dean of Student Affairs.

2010-11 Step I Scores
Almost all Step I scores have been recorded for the Class of 2013. Their performance has been remarkable, with no failures in the regular cycle and at 228, the highest average score for any Arizona class. In addition, a number of students produced exceptional performances. The subject area reports on the outcomes will be available later.

Prevention and Wellness Elective
A proposal for new elective on Prevention and Wellness was approved via electronic vote. There is work underway to duplicate this in Phoenix so that students from both campuses can take part in combined activities.

Voting Items
Sequential Enrollment Policy – Drs. Moynahan and Jones
A circumstance at the Phoenix campus resulted in a student being allowed to take a course out of the established sequence. It was decided, since the Tucson track is designed to reflect expectations for student development, that it is best for students to adhere to the sequence adopted by the TEPC. A policy draft was proposed to establish this enrollment requirement. The draft will be submitted electronically to TEPC members for a vote. After approval by the TEPC, this policy will need to be officially adopted by the EPC as an allowable difference between tracks.
PASS Step I Enrichment Elective -- Joanna Arnold
Ms. Arnold presented a proposal for an Enrichment Elective for Years I and II. The elective does not contribute to graduation credit, but completion will be noted in students’ College of Medicine transcripts. The purpose of the elective is to provide extra training in the skills of preparing for, and taking of, the USMLE exams. While open to all students, it is anticipated that, annually, a core group of around 20 will be the primary enrollees. The elective will be offered in conjunction with the ongoing PASS Step I program, of which all students take the informational session. Those members present expressed value for the proposal. A modification will add that it will be offered in both semesters and can be repeated. The vote to approve will be taken electronically.

Primary Care Sports Medicine Elective
The proposed elective in Primary Care Sports Medicine was reviewed. It was noted that some clarification was needed regarding the number of credits offered through the elective. While Year IV students may take it as a two-week elective, it needs to be stated that for Year III students, a full three weeks must be enrolled. With these modifications, the proposal will be sent for electronic vote.

Discussion of Content and Format of Meetings. -- Dr. St. John.

Plans for AY 2011-12
The accreditation review is going to begin formally with a self study in 2012. In preparation for that, some aspects of the program need to be underway prior to the beginning of the self study. The committee will be asked to contribute to this preparatory work. A number of areas of potential work were noted:

- the program evaluation plan is slated for review and changes to those processes may need to be made
- clerkship reviews must be reinstated and the annual block reviews continued
- a review of electives needs to be accomplished to identify those that need to be continued and those that need to be retired
- thread content will need to set and its location in the curriculum identified
- the EPC and TEPC policies need to be reviewed with an eye toward better organizing them for presentation via the web
- some form of peer reviews of instructional faculty could be investigated
- the changes being made to CBI need to be monitored with decisions about how this instructional method works within the curriculum
- a modification to the first year to include an anatomy block may be considered

In general, Dr. St. John noted that it is important that TEPC members must be very informed about the curriculum. He suggested that it is important to free up time in meetings for discussion of the program. For example, in the recent discussion of CBI, the committee discussed issues beyond policy concerns. It was noted that with the ability to better explore the curriculum, the work of the committee will be enhanced when policy concerns are on the agenda.

A strategy to do this could be to establish “consent agendas”, which would be sets of ordinary decisions commonly brought before the committee. With such an agenda, a panel of members would review those voting items that could be voted upon without thorough discussion. This would not prevent any item from being removed from the agenda for discussion. Those that remain would be voted upon as a package.

It was noted that all materials brought before the committee could be delivered with initial higher quality so that the discussions are less about rewriting, but more substantive in character. In addition, an annotated agenda may help prepare members. Finally, Dr. St. John noted that members need to communicate what they would like to cover at the meetings.

Meeting Schedule Reminder - The General Faculty Meetings have been rescheduled to the 3rd Wednesdays of those months they meet. The 3rd Wednesday conflicts with the regular schedule for some EPC meetings, and so those may need to be shifted to 1st Wednesdays since it is more difficult to make up for lost EPC meetings than for TEPC meetings. The EPC schedule is being worked out with Dr. Standley and will be published soon.

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