**MEDICAL EDUCATION COMMITTEE**
**MINUTES: MEETING OF JULY 13, 2016**

<table>
<thead>
<tr>
<th>DGSOM Medical Education Committee</th>
<th>7/13/2016 4:30PM - 6:30 PM</th>
<th>13-265 CHS (Madden Conference Room)</th>
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<tbody>
<tr>
<td>Chairs: Drake, Thomas, M.D., Noah, Mark M.D.</td>
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<td>Members Present:</td>
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<tr>
<td>Begaz, Tomer, M.D.</td>
<td>El-Farra, Neveen, M.D.</td>
<td>O'Connell, Jessica, M.D.</td>
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<tr>
<td>Bordelon, Yvette, M.D., Ph.D.</td>
<td>Fitzgerald, Ilije, M.D.</td>
<td>Sellars, MacLean ('17)</td>
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<tr>
<td>Brown, Kathy, M.D.</td>
<td>Flores, Jeremy ('19)</td>
<td>Shah, Manan ('19)</td>
</tr>
<tr>
<td>Cannon, Stephen, M.D., Ph.D.</td>
<td>Gorin, Michael, M.D., Ph.D.</td>
<td>Sifuentes, Monica, M.D.</td>
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<tr>
<td>Coleman, Allison ('18)</td>
<td>Horton, John ('18)</td>
<td>Sternini, Cattia, M.D.</td>
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<tr>
<td>Dell'Angelica, Esteban, Ph.D</td>
<td>Houser, Carolyn, Ph.D.</td>
<td>Sur, Denise, M.D.</td>
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<td>Edelstein, Ron, EdD</td>
<td>Laveman, Evan ('17)</td>
<td>Yang, Isaac, M.D.</td>
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<td>Ex-Officio Present:</td>
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<td>Braddock, Clarence III, M.D.</td>
<td>Miller, Lee T., M.D.</td>
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<tr>
<td>Calmes, Daphne , M.D.</td>
<td>Ogawa, Rikke</td>
<td></td>
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<tr>
<td>Guests Present:</td>
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<td></td>
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<tr>
<td>Fried, Joyce M.</td>
<td>Stuber, Margaret M.D.</td>
<td></td>
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<tr>
<td>Napolitano, Jason M.D.</td>
<td>Whybrow, Peter, M.D.</td>
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<tr>
<td>Staff Present:</td>
<td></td>
<td></td>
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<tr>
<td>Smith, Jo-Anne</td>
<td>Miller, Gezelle</td>
<td></td>
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<td>Jalali, Azi</td>
<td></td>
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<td>Members Not Present:</td>
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<tr>
<td>Alon Avidon, M.D. , MPH (FEC Vice Chair) (ex-officio)</td>
<td>Karimzada, Mohammed ('17)</td>
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<tr>
<td>Barber, John ('18)</td>
<td>Lakhanpal, Amit (MSTP rep)</td>
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<tr>
<td>Ha, Edward, M.D.</td>
<td>Gary Schiller, M.D. (FEC Chair) (ex-officio)</td>
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<td>Time Called to Order: 4:35PM</td>
<td>Time Adjourned: 6:35PM</td>
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**AGENDA**

i. Announcements - Drs. Drake and Noah. *Thank you and presentation of certificate to MSTP rep Cynthia He.*
ii. Review of and Approval of Previous Meeting Minutes
iii. Charles R. Drew Update – Dr. Ron Edelstein
iv. Neurology Clerkship Proposal- Dr. Yvette Bordelon, Neurology Clerkship Chair (Voting Item)
v. Psychiatry Clerkship Proposal- Dr. Margi Stuber
vi. State of the Program: Human Biology and Disease Curriculum Review- Drs. Carolyn Houser and Jason Napolitano

**Topic I.** Call to Order & Announcements: | Thomas Drake, M.D.

- Dr. Drake called the meeting to order at 4:35pm in the Madden Conference room.
- Thank you and appreciation certificates to our MEC representatives from the 2015-2016 academic year were awarded. MSTP rep Cynthia He was in attendance to receive this recognition. Dr. Chris Cooper, Dr. Michael Lazarus were unable to attend and will receive their certificates at a later date.

**Topic 11.** Review and Approve Previous Meeting Minutes | Thomas Drake, M.D.

Minutes of the June 8, 2016 MEC meeting were reviewed and approved unanimously as submitted.
### Topic III. Nursing Program

Two Interprofessional activities took place within the nursing program. Simulation activities took place during Clinical and College Foundations with emphasis on Interprofessional collaboration, team collaboration and improving communication skills.

#### Interprofessional Team Training Simulation

- As a result of feedback from students, Dr. Arciaga, Assistant Dean Charles R. Drew University for Simulation Center, provided faculty development during the Interprofessional Team Training Simulation.
- Throughout the Interprofessional Team Training Simulation, faculty, medical students, and nursing students learned how to work as a team to handle difficult situations by communicating effectively in scenarios with standardized patients.

#### Pre-matriculation program

- The class of 2020 started their Pre-matriculation program. First-year medical students were introduced to faculty and staff at Charles R. Drew University of Medicine and Science (CDU).

### Topic IV. Neurology Clerkship Proposal

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<thead>
<tr>
<th>Yvette Bordelon, M.D., PhD</th>
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MEC approved changes to Psychiatry-Neurology Clerkship Structure in February 2015.

Currently, the Psychiatry-Neurology clerkships are integrated in a way that was designed to maximize clinical exposure and create longitudinal patient experiences. Student evaluations of this integrated structure have not been consistently positive. The scheduling required for this integrated structure is also very complex. As a result of these challenges, Neurology is proposing a revision.

**Proposal by the Department of Neurology to change the current structure of the Psychiatry-Neurology clerkships:**

- Separate Neurology and Psychiatry clerkship activities evenly. Four full weeks of Neurology with Shelf Exam at the end of the 4-week period. Four full weeks of Psychiatry with Shelf Exam at the end of the 4-week period.

- Provides greater flexibility for both services in designing and optimizing clerkship activities.

- Current ‘integrated’ structure has generated improvement in student outcomes in Neurology with no detriment to student outcomes in Psychiatry

- Proposed changes will improve scheduling difficulties: students can once again be assigned to different sites for Psychiatry and Neurology

- Proposed changes will not affect overall scheduling as the clerkships will remain within an 8-week block.

**Discussion:** Committee members and guests discussed the pros and cons of de-coupling the Psychiatry and Neurology clerkships.

**Motion made by Dr. O’Connell & seconded by Dr. Fitzgerald: “To make Neurology a 4-week clerkship for the academic year 2017-2018”**

- All members voted in favor of the motion (17). None opposed.

*A motion was made, seconded and a vote carried unanimously to make Neurology a 4-week*
**clerkship for the academic year 2017-2018. All agreed.**

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<th>Topic V.</th>
<th>Psychiatry Clerkship Proposal:</th>
<th>Margi Stuber, M.D.</th>
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</table>
| **Background** | • The required Psychiatry and Neurology clerkships were made into an 8-week integrated clerkship in 2000.  
• The initial integration included an 8-week continuous integrated didactic series, with three weeks of clinical time in Neurology and 5 weeks of clinical time in Psychiatry.  | |
| **April MEC meeting** | • At the April 2016 MEC meeting Neurology presented a case for increasing the clinical time in the required neurology clerkship to 4 weeks.  
• The current structure of the third year requires that the additional week needs to come from another clerkship.  
• The least disruptive strategy would be to have that week come from the current time in Psychiatry, reducing the Psychiatry clerkship from five weeks to four. | |
| **Assignment** | • The MEC asked Psychiatry to consider the feasibility of creating a required elective in Psychiatry for the fourth year, to offset the loss of clerkship time.  
• Drs. Drake, Noah, El-Farra and Braddock specifically asked Psychiatry to consult with key stakeholders, including the College Chairs and focus groups of third and fourth year students, and to present their results at the July MEC meeting. | |
| **Procedure** | • Four meetings of the Medical Student Education Oversight Committee (MSEOC) for Psychiatry were held in June and July to examine feasibility of the proposal.  
• Focus groups were held with third and fourth year medical students  
• Individual meetings were set up with College Chairs | |
| **MSEOC: Feasibility** | • The MSEOC examined the resources needed to create and support electives for the entire class, in terms of staff, clinical placements, and faculty.  
• The MSEOC examined the timing of electives that would fit the needs of students around required sub-Is, interviews, and audition rotations.  
• The MSEOC examined the types of electives which would be useful for students going into a variety of specialties. | |
| **Feasibility findings** | • The number and variety of clinical placements were not sufficient to support the fourth year students without compromising the experience on the required clerkship.  
• The fact that the fourth year students would be clustered in certain weeks of the year, not evenly distributed like the third year students, greatly amplified this problem.  
• Implementation would require significant time, resources and additional labor to properly set up new electives by July 2018. | |
| **New data from “overlap”** | • During the “overlap” month this year, when we had twice as many students, we found that two new Psychiatry clerkship sites worked well for students (MPTF and Cedars-Sinai).  
• We found that students could be successfully brought into new psychiatry outpatient settings during their primarily inpatient weeks.  
• Students and faculty at multiple sites were satisfied about not integrating Neurology outpatient clinics into Psychiatry clerkship time. | |
| **Information from students** | • Meetings with the students yielded enthusiasm and ideas for enhancing the required Psychiatry Clerkship in a variety of ways.  
• There were also suggestions for how to support learning about psychiatric care of patients in other aspects of third year, and in the first two years, as well as ways to increase and enhance the electives offered in the fourth year. | |
**College Chairs**
- The College Chairs welcomed new electives, geared specifically to psychiatric issues of interest to the students in their Colleges, e.g. neuroimaging, women’s health, and transplant psychiatry.

**Recommendations**
- Enhance the autonomous four week required Psychiatry Clerkship
- Enrich other aspects of the 3rd and 4th year curriculum with Psychiatry, as appropriate.
- Develop and enhance the number and quality of Psychiatry electives for fourth year students, both for the growing number of students applying to Psychiatry residencies, and for others.

**Immediate Plans**
- Create a new Office of Education in Psychiatry for the VA, both in San Fernando and West LA, to strengthen one of our largest sites and add new opportunities.
- Bring in (and support) additional Psychiatry faculty to serve as attending’s, career mentors, and to teach medical students.
- Develop new opportunities for fourth year students to work with leading edge research and clinical programs.

**Summary**
- Psychiatry is grateful for this opportunity to carefully re-examine the clerkship, as well as all of the ways in which we can help students learn about the psychiatric needs and care of their patients.
- We expect to greatly enhance the required clerkship, at all sites, outpatient and inpatient.
- We will also develop and support new and varied fourth year electives.

**State of the Program: Human Biology and Disease Curriculum Review:**

| Topic VI. | State of the Program: Human Biology and Disease Curriculum Review:| Drs. Carolyn Houser and Jason Napolitano |
|-----------|---------------------------------------------------------------|

**Block Overall Ratings—what does this rating mean?**
- Low ratings – Poorly organized? Goals unclear? Difficult material? Tough exam?
- Did students need to “stretch” and did they truly learn?
- Are students mastering the basic material?
- Are we setting sufficiently high standards for our students?
- Are Block chairs becoming too concerned with students’ ratings?

**Issues and Progress during past 2 Years**

**Need for greater transparency and clearer Policies**
- CASPP & APCs established (Committee on Academic Standing, Progress and Promotion of Medical Students; Academic Performance Committees)
  - Have clarified grading policies and consequences of Course Fails.
  - Standardized policies across Blocks
  - Personal day policy – 4 days per year with limits for # days missed per year for Doctoring and PBL.
  - Dates for Make-up exams established in advance.

**Need for stronger mastery of basic science material**
- Policy for Weekly Self-Assessments - more strongly stated for all Blocks (Required).
- Have instituted “practice” Midterm exam in some Blocks (Blks. 3, 5, 6, 7).
- Plan to include “practice” midterm exams in all Blocks next year.

**Need for additional student support network**
- Learning Skills support – Sue Nahm is our new Director of Student Academic Support
- Assistant Deans for Longitudinal Advising and Mentoring and a “Societies” system have been put into place to better support our students.

**Continuing Challenges**
- Meet needs of a very diverse student group.
- Increase incentives for strong performance in HB&D curriculum (beyond prep for USMLE).
• Strengthen communication between faculty in clinical and pre-clinical years.
  o Possibly include the following question within Clerkship evaluations: “How well did the HB&D curriculum prepare you for this clinical clerkship?”
  o Possibly for both students and Clerkship chairs?

**Challenges faced in the Second Year**

• USMLE Step 1 Deadline Extensions
  • Unprecedented number of requests this year
  • Decline in Lecture Attendance

• Personal Day Policy Ramifications

**Changes coming to Second Year**

• Mandatory mid-term examinations
• Assistant Dean Involvement

Every first and second year student will now be part of a mentoring society

**Chances for Curriculum Innovation**

• Additional Education via Simulation
• “Evolution” of Problem-Based Learning (PBL)
• Team-based learning opportunities

Aided by new spaces in Geffen Hall

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**Topic VII.**

*Adjournment:* 6:35pm | *Thomas Drake, M.D.*

The next meeting is scheduled **August 10, 2016** - 4:30 - 6:30 PM 13-265 CHS (Madden Conference Room)

Minutes prepared and distributed by Jo-Anne Smith

<table>
<thead>
<tr>
<th>Topic</th>
<th>New Action Items</th>
<th>Assignee</th>
<th>Timeline</th>
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<tbody>
<tr>
<td>II.</td>
<td>Minutes of the June 8, 2016 MEC meeting were reviewed and approved as submitted.</td>
<td>N/A</td>
<td></td>
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<tr>
<td>IV.</td>
<td>A motion was made, seconded and vote carried unanimously to make Neurology a 4 week clerkship for the academic year 2017-2018</td>
<td>2017-2018 Academic Year</td>
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<tr>
<td>VII.</td>
<td>Next meeting is set for Wed. August 10, 2016</td>
<td>All</td>
<td>8/6/2016</td>
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