MEDICAL EDUCATION COMMITTEE
MINUTES: MEETING OF AUGUST 13, 2014

Members Present:
Dr. Carolyn Alexander  Dr. Iljie Fitzgerald  Maya Smolarek, MSII
Dr. Tomer Begaz  Dr. Michael Gorin  Dr. Carl Stevens (ex-officio)
Dr. Ivette Bordelon  Dr. Ed Ha  Dr. Catia Stenini
Dr. Daphne Calmes  Dr. Michael Lazarus  James Weinberger, MSI
Dr. Chris Cooper  Dr. Jessica O’Connell  Dr. LuAnn Wilkerson
Dr. Tom Drake (co-chair)  Rikke Ogawa (ex-officio)  Dr. Esteban Dell’Angelica
Dr. Ron Edelstein  MacLean Sellars, MSI

Guests:
Dr. Clarence Braddock  Dr. Margaret Stuber  Dr. Sebastian Uijtdehaage

Staff:
Margaret Govea  Gezelle Miller  Zachary Terrell

Time Called to Order: 4:38PM  Time Adjourned: 6:27PM

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<td>Review &amp; Approval of July Minutes – Dr. Tom Drake</td>
<td>The minutes were reviewed.</td>
<td>Minutes were approved.</td>
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| Announcements | • Dr. Art Gomez has been appointed as the new chair of Clerkship Chairs subcommittee.  
• The MEC needs to update its by-laws by the end of 2014. Dr. Drake requested MEC members review the by-laws for discussion at the next meeting.  
• On behalf of the School of Medicine and based on the MEC recommendation, Dr. Braddock submitted a Letter of Interest for the national Entrustable Professional Activities collaboration. Participant schools should be selected by early November 2014.  
• Information about the new grading system for the clinical years approved to begin for the Class of 2018 did not get communicated to all entering students. Dr. Braddock and the MEC Co-Chairs agreed to allow the entering students this year to choose if they want the Pass/Fail or 4-tier grading system. | Informational |
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| Student Evaluation of Lecturers – Dr. Sebastian Uijtdehaage               | Dr. Uijtdehaage reported on his study of students' evaluations of lecturers and his plan to try a more immediate evaluation of lecturers. A group of 30 students will be selected randomly to participate during block 3. They will not be randomized into the other feedback groups for the other blocks. The pilot does not change the ways in which the block and its components are evaluated by students nor the evaluations of other types of teaching responsibilities, e.g., PBL tutors, Doctoring tutors, lab instructors. The issue is how best to get what is most useful in terms of evaluation for both the faculty members and the students. Suggestions and comments from the MEC members included the following:  
  - Have students complete evaluations at the end of the lecture with hand held devices (app on smartphone).  
  - Make sure that students understand that their ratings of teachers are used in the promotion process.  
  - Use fewer lecturers in each HB&D block.  
  - Ask colleagues to evaluate the individual lecturers rather than just relying on students. This might be done based on the Podcast. (note: UC requires peer evaluation of teaching and each department can devise its own format). | Informational |
| Grading and Attendance Policies – Dr. LuAnn Wilkerson                     | In April, the HB&D subcommittee recommended the following change to the attendance policy to improve consistency from block to block.  
  *The student must actively participate in all labs and all small group sessions.*  
  1. A one-time warning by the block chair will be issued when a student is tardy or there is an unapproved absence to a mandatory session. The second time there is a tardy or unapproved absence, a Physicianship will be generated by the course chair.  
  2. Students must arrive on time to all exams. Tardy students will receive a Physicianship from the course chair.  
  MEC needs terms used in the proposal defined. Concern was expressed that PBL tutors are also arriving late to class. | The MEC voted to return the proposed policies to the HB&D Committee to define "tardy" and "unapproved absences". Vote: 13 yes, 0 no, 0 abstain. The HB&D subcommittee needs to clarify whether the warning policy is per block or across all blocks in a year or across all HB&D blocks. |
| Electronic Health Record Survey – Dr. LuAnn Wilkerson                     | There has been concern expressed by both faculty and students that the way in which students are allowed to use the Electronic Health Records at each of the clinical sites will influence students’ level of perceived responsibility for patient care. What are the educational implications? In the June of 2014, 46 site directors from the 6 major affiliates completed a brief survey on students’ access to the Electronic Health Record during the core clerkship they direct.  
  - Olive View-UCLA is the only affiliated site that still uses paper records only. It will be transitioning to an EHR over the next two years.  
  - Harbor-UCLA is in transition, now using a combination and installing a new EHR  
  - Kaiser LAMC, Cedars, West LA/Sepulveda VAMC, and RRUCLA now use EHR only in combination with paper | Discussion  
  The MEC students and faculty agreed that the process at RR UCLA needs to be examined for its impact on medical student education. We will seek input from Dr. Braddock about whether this process can be revised and revisit the issue at a future meeting. |
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|                                     | • At these sites students are largely trained during orientation. For RRUCLA, training occurs for all students during Clinical Foundations  
• At these sites, there is variability in whether the entries by medical students become part of the official patient record. The outlier is RRUCLA where MDs cannot cosign and the student entry does not become part of the official record. Kaiser and the VA allow cosigning. |              |
| PCAT Round Table – Dr. Tom Drake    | Tabled to next meeting.                                                                                                                                                                                                    |              |
| Update from Drew – Drs. Daphne Calmes and Ronald Edelstein | Drew has formed a taskforce to study the medical student thesis requirement with the aim of having students start work on the thesis earlier than the third year. Drew is currently developing a second year selective to orient students to different types of research. | Informational |