1. Review of Prior Minutes

General Note
Minutes approved as written.

2. Student Concerns

General Note
No students present.

3. Year 4 Bootcamp

Francis, Maureen
Approved February 2015
Year 4 requirement - Beginning with Class 2019 (AY 18-19)
Intensive 2 week rotation to ensure readiness for residency
  - Highly simulation based
  - Include instruction and assessment
  - Tied to core EPAs

Bootcamp AY 2016-17
Offered as elective – 13 students signed up
Substantial planning by committee to meet goals of CEPC- 2 weeks
Heavy in simulation
  - M-W-F – high fidelity simulation
  - Tuesday- simulated patients in ATACS
  - Simulation of a clinic session with use of EHR
  - Series of cases presenting difficult situations
  - Included a station for assessment of informed consent
  - Thursday
Master’s colloquium (fears on day 1 and wellness/resiliency)

Workshops/didactics
1. Ultrasound, EKG, CXR, pre op and post op care

Course pre and post survey:
1. Pre and post camp survey assessing student confidence level overall and performing clinical tasks.
2. Qualitative analysis of 4 short 1 minute papers completed by the students over the 2 week period.

Course evaluation- Very positive

• Scaling up to administer all students in Class of 2019- February 2018- 6 iterations of approximately 18 students each
• There is a need for more faculty from different departments to assist
• Need to find new ways to encourage faculty, residents and fellows to actively participate
• Cost of bootcamp- not defined yet

General Note
The idea of this presentation was to better inform CEPC about Bootcamp and when it will go into full effect.

Conclusion
• Offered as an elective in February- with minor changes depending on feedback
• Next year will be mandatory- AY 2018-19
• Dr. Francis announced that the Director will be Dr. Parsa

CEPC voted to proceed with Bootcamp as planned.

4. Changes in Year 3-4 Clerkship Directors and Assistant Directors

General Note
Please see attachment.

Clerkship director list updated 7-11-17.docx

5. AY 2016-17 Curriculum as a Whole Review

Review Curriculum as a Whole
Close out AY 2015-16 Annual Report
Follow up plan

2017 CURRICULUM-AS-A-WHOLE REVIEW SUMMARY CEPC10JUL17.pptx
AY16_17_Curriculum_as_a_WholeReview_BINDERDRAFT_IA.pdf
AY16_17_Curriculum_as_a_WholeReview_WorksheetDRAFT.xlsx

General Note
After reviewing the Curriculum as a Whole, the next step is to fulfill the outcomes.

Dr. Brower created a document for each goal, listing the objectives, the five questions, and a brief summary of the outcomes.

The idea is to create a Subcommittee- 3 or 4 CEPC members. They will review and prioritize the issues across the PGO reports.

Subcommittee members- Dr. Mark Francis, Dr. Pfarr and two other member of a committee (not necessarily CEPC)

Roles of a curriculum as a whole review follow-through subcommittee:
• Review and prioritize issues across PG reports
• When possible, push clarified issues to relevant curriculum committee and/or officers for action
• Push issues that require further clarification and or programmatic action back to the full CEPC
• Draft preliminary proposals for PG/PO rewrites
• Provide updates to the CEPC at September and December meetings

2017 CURRICULUM-AS-A-WHOLE REVIEW SUMMARY CEPC10JUL17.pptx
6. CEPC Policy Reviews

- Curriculum Review Cycle Policy (revision)
- Year 1-2 and Year 3-4 Committee Policy

General Note

Curriculum Review Cycle Policy Revision

- Policy was approved back in September 2016

In YR 1 of the Cycle, we will do a review of the Curriculum as a Whole
In YR 2 of the Cycle, review Pre-Clerkship Phase
In YR 3 of the Cycle, we will review the Clerkship Phase (Components)

Revision:

Between curriculum phase reviews and prior to the start of each academic year, the CEPC shall receive interim reports from the Assistant Dean for Basic Science Instruction (for the pre-clerkship phase), and the Assistant Dean for Clinical Instruction (for the clerkship phase), describing proposed modifications to the courses and clerkships.

Year 1-2 and Year 3-4 Committee Policy

- To better describe the specific roles and strengths of Subcommittees.
- They are not policy making committees

The role of the committees is to implement the syllabus, which is the course description.

Conclusion

Curriculum Review Cycle Policy revision- Approved by the CEPC

Needs to be updated, posted and link to DCI.

Year 1-2 and Year 3-4 Committee Policy- Approved by the CEPC

Dr. Perry voted to approve both policies via email.

7. Credit Hour Review AY 2017-18

Lacy, Naomi

Dr. Dankovich and Dr. Lacy came up with a way to be more consistent from year to year by using the template and not the actual contact hours.
The previous way would always change it every year by half a credit.

Conclusion

CEPC approved new credit hours.

8. Self Directed Learning Readiness Scale

Lacy, Naomi

This is an item that is a way of monitoring student self-report about how ready they are for Self Directed Learning. We are now receiving it four times. Historic information shows that students come highly Self-Directed, but over time they tend to drop. Our goal is to keep them at the same level or keep going up.

Conclusion
Annual Report AY 15-16 closed.

10. Membership Changes

- Departing Dr. Blunk: Thank for years of Service
- Adding Dr. Mahesh Gajendran IM-Transmountain to Faculty at Large Position

Presenter(s): Brower, Richard

General Note

Dr. Brower announced that Dr. Blunk's last CEPC meeting will be August 2017. The new CEPC member will be Dr. Mahesh Gajendran (IM-Transmountain to Faculty at Large Position). Dr. Gajendran will attend his first CEPC meeting in September 2017.

12. Open Forum/Round table

Presenter(s): Brower, Richard

13. Adjourn

Presenter(s): Brower, Richard

General Note

Meeting adjourned at 6:35pm.

Tasks Summary

<table>
<thead>
<tr>
<th>Task</th>
<th>Due Date</th>
<th>Owner</th>
<th>Project</th>
<th>Completion</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curriculum Review Cycle Policy Approved</td>
<td></td>
<td>Dankovich, Robin, ...</td>
<td></td>
<td>100%</td>
<td></td>
</tr>
</tbody>
</table>

Parked Items

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Pre-Clerkship Phase Review Preliminary Discussion</td>
</tr>
<tr>
<td>11</td>
<td>Managing the budget to support curricular change</td>
</tr>
</tbody>
</table>