EDUCATIONAL QUALITY IMPROVEMENT STRATEGIC PLANNING COMMITTEE

Meeting Minutes

Date & Time: March 7, 2024 PST | 4:00 PM - 5:30 PM PST
Location: Zoom https://uw-phi.zoom.us/j/5962096962
SharePoint: https://uwnetid.sharepoint.com/sites/EQI/EQISPC/
EQISPC Webpage: https://education.uwmedicine.org/eqi/educational-quality-improvement-strategic-planning-committee-eqi-spc/
Minutes Taken By: Rhea Fagnan

Attendees: Darryl Potyk (Co-Chair), Sara Kim (ex-officio), Tania Bardyn, Mike Spinelli, Michael Campion, Karen Segerson, Rachel Liao **Regrets:** Mark Whipple (Co-Chair), Cindy Hamra, Kristen Hayward, Bessie Young, , David Sherman, Kiran Gill, Ali Ravanpay, Davia Loren, Zachary Matsko, Leonida Radford, Danielle Ervin, Maggie Phillips. Skyler Smith, Sarah Busch **Staff**: Rhea Fagnan, Jung Lee	
Quorum: Yes ☐ No ☒	(A quorum is 50%+1 of the voting membership or 9)

Committee Business

Meeting Minutes: January and February 2024
Minutes were approved via e-vote. 12 votes for; 0 votes against, 1 abstain.

It has been noted that participation is still a concern since the meeting time was switched to try to increase student participation. The committee has discussed the possibility of changing the meeting time again to increase participation.

Update on Student Member Recruitment
- o   The committee voted via e-vote for the final EQISPC student candidate. These applications were blinded to name, region, and gender. We have extended offers to two MS1 students and they will be joining the committee starting in April.
- o   These candidates provide both regional and Seattle student perspectives.

EQI Updates

- o   LCME has responded to the UWSOM status report submission: 11.1 Academic Advising is now fully compliant (Satisfactory status) and three other elements also improved the status from 'Unsatisfactory' to 'Satisfactory with a Need for Monitoring'.

  - ▪ 3.2 Community of Scholars/Research Opportunities
    - • **Previous status:** Unsatisfactory
    - • **New status:** Satisfactory with a need for monitoring
  - ▪ 5.11 Campus Study and Relaxation Space
    - • **Previous status:** Unsatisfactory

- **New Status:** Satisfactory with a need for monitoring
    - 11.1 Academic Advising
        - **Previous status:** Satisfactory with a need for monitoring.
        - **New status:** Satisfactory
    - 12.4 Student Access to Health Care Services
        - **Previous status:** Unsatisfactory
        - **New status:** Satisfactory with a need for monitoring.

- Dr. Kim noted the new ISA changes that LCME has released:
    - Scale Change: From 4-point Scale with NA to Disagree/Agree with NA
    - 6 new questions are added, and the school may need to do another survey in Spring to collect the data before the fall Independent Study Analysis (ISA) survey begins.
- Element 3.3 Diversity Programs and Partnerships: Previously, the element required faculty and senior administrative staff data related to diversity category, hiring, and retention. This new version removed the data related to faculty and senior administrative staff.

Discussion Items

a. Strategic Priority #1. Governance
- Dr. Kim presented her work analyzing the Data Collection Instrument based on the attributes of good governance. The committee discussed creating a governance framework for LCME, focusing on principles like accountability and transparency to analyze and address issues within the organization, and to create a consistent lens for the self-study committees. Dr. Kim proposed using this lens to identify and tag elements that pertain to governance, emphasizing evaluation for each. The need for clear policies and formal processes to avoid inconsistencies was also highlighted.
- Dr. Kim shared her plan to provide more examples of languages where authority or governance were explicitly mentioned.
- The committee discussed ways to provide an overlying governance lens over the DCI and CQI priorities whether to use specific governance attributes or all eight principles. The committee suggests exploring using all eight principles of governance in the self-study process to identify systemic problems.
    i. The committee discussed the importance of prioritizing and addressing governance issues within the medical student education program. They identified certain areas with opportunities to improve, such as the Colleges and Learning Environment, and considered ways to embed good governance practices into their work. The idea of creating a standardized checklist for each group to address their topics was brought up, as was the need to ensure that these practices are explicitly communicated to the Self Study Committees.

Adjourned: 5:30pm