Curriculum Committee Minutes

Date	October 7, 2024
Time	4:00 – 5:30PM PT
Attendees ☒ QUORUM REACHED:	***Academic Co-Chair**: Laura Goodell;* ***Executive Chair:*** *Heather McPhillips* ***Voting Members:*** Rebekah Burns, Esther Chung, Matt Cunningham, Zach Gallaher, Laura Goodell, Colette Inaba, Cindy Knall, Seth Pincus, Leanne Rousseau, John Willford ***Guests:*** Bekah Burns, Michael Campion, Esther Chung, Janelle Clauser, Kellie Engle, Electra Enslow, Meghan Filer, Meghan Kiefer, Jordan Kinder, Cindy Knall, Eric Lamotte, Jung Lee, John McCarthy, LeeAnna Musquiz, Abby Petty, Mary Sargent, Brant Schumaker, Cynthia Sprenger, Gerald Tolbert, Edith Wang, John Willford, Kathy Young
Regrets	***Voting members:*** Kris Calhoun, Cat Pittack, Sarah Gerrish, Chris Jons, Shelby Snyder

Agenda

1	Curriculum Committee Annual Report July 2023- June 2024	Laura Goodell / Heather McPhillips	5 Min	Attachment A	Decision
2	Approve September Meeting Minutes	Laura Goodell	5 Min	Attachment A	Decision
3	Announcement Clinical Phase Student Work Policy	Kellie Engle	5 Min		Announcement
4	Ratify New Committee Members	Laura Goodell / Heather McPhillips	20 min	Attachment B	Decisions
5	Report Card Update and Curriculum Focus Discussion	Heather McPhillips / Laura Goodell	40 Min	Attachment C	Discussion

1. Curriculum Committee Annual Report Card 2023-2024		
Discussion: The committee reviewed highlights from the Curriculum Committee Annual Report for the July 2023 to June 2024 year. The report covers votes and decisions for the 2023-2024 academic year.		
☐ DECISION REQUIRED?	[] VOTES FOR	[] VOTES AGAINST
Decision:		

2. Approve Meeting Minutes		
Discussion: The meeting minutes for September 2024 were reviewed and approved		
☒ DECISION REQUIRED?	[9] VOTES FOR	[] VOTES AGAINST
Decision: Meeting minutes from September 9th, 2024 were approved.		

3. Clinical Phase Student Work Hours policy		
Discussion: The Patient Care Phase and Explore and Focus Phase Committees approved revisions to the University of Washington School of Medicine clinical duty hour policy. The current policy is outdated compared to residency standards and inconsistent with ACGME guidelines. Key updates include reducing maximum shift lengths from 30 to 24 hours, mandating 14 hours off between shifts, and limiting the workweek to 80 hours averaged over a four-week period. These changes aim to align student work hours with residency policies and ensure consistency.		
☐ DECISION REQUIRED?	[] VOTES FOR	[] VOTES AGAINST
Decision:		

4. Ratify new committee members		
Discussion: The list of new members for Curriculum and Phase Committees are presented for ratification. Curriculum Committee members were nominated and then elected by the entire faculty, educational staff and student body.The members who are joining Curriculum Committee are:: Megan Kiefer, Alexandra Collis, Molly Gilbert, and Jelena Svircev as faculty members. Staff members, Nick Cheung, April French and student members, Zakyrie Mohamed, Prabhat Aluri, Raymond Hsu, Abigail Petty, Byron Kim. The phase committee faculty members are brought forward by the nominating committee to request ratification. Administrator/Staff voting members are new to the Curriculum and phase committees this year. Seven administrator/Staff voting members are brought forward by the nominating committee for the phase committees and two staff have been elected by SOM education staff to the Curriculum Committee. Student voting members were voted on by the student body to be elected to the Curriculum Committee and nominated for the phase committees.		
☒ DECISION REQUIRED?	[10] VOTES FOR	[] VOTES AGAINST
Decision: Faculty, Administrator/Staff and Students members approved as voting members to the Curriculum, Foundations, Patient Care, Explore and Focus and PEAC committees effective October, 2024**.**		

5. UWSOM Curriculum Annual Report Card
Discussion: Curriculum Committee is asked to develop priority areas for improvement and measure change. Goal is to tell a comprehensive story about how curriculum is performing. Three questions are developed for framing as data is reviewed: are questions prepared, is our curriculum performing, any LCME risk? Pre-matriculation data, Foundations phase, Clinical phase, graduation and preparation for residency data was reviewed.

Process: synthesize multiple data sources to tell a story about curriculum. Are there remaining questions to explore? Goal is better communication with stakeholders and, today to identify priority areas as discussed in September.

Between now and the end of October, discuss priority areas with your stakeholders and voting members will vote on their top priority areas prior to the November meeting. The Committee will |

begin to initiate quality improvement steps in November to bring about change and look deeply into priority areas by initiating workgroups or task forces to begin work.

Themes for priority areas:
1)Pathways and function. Are Pathways for enrichment and impact on scheduling. What is the role of Curriculum Committee to guide pathways?
2)Career development (student and faculty development)
3)Pre-matriculation readiness and gaps including MCAT and GPA and support for students
4)Students self identifying areas for support (LCME standard)
5)Curriculum compression- Is time appropriately devoted to content across the four-year curriculum? Outcome measures for changes initiated in 2022 Foundations curriculum? Impact of starting in summer on faculty and staff
6)Step 1 success and policy
7)Clinical phases and gaps identified by faculty. Timeliness of feedback? Mistreatment and grading disparities
8) Student wellness and workload such as Integration weeks and how are they working? By adding Integration weeks as courses are we maintaining goal to reduce workload?

Step 1 and feedback and evaluation tied to clerkship grading inequities rose as top priorities in the survey results which were submitted following the September meeting.

Discussion:
SOM does have challenges in function to bring about change with the constraints that brought forward the initial request for change. Goal is to improve and not embark on another curriculum change.

Should the priority areas cut across phases or is the focus in a specific area? Career development does cross longitudinally while Step may be a focus and the answer may be dependent upon the priority. What role does the phase committees play in the work?

Identifying priority areas is envisioned as an annual process to discuss what the Committee takes on and where we need a deeper review. In one year, the committee will discuss whether to continue with these priorities and/or develop new priorities. In 2024-2025, we may gather data and assign workgroups to understand the problem. For instance, Pathways may be a larger scope with impact in multiple areas (registration, scheduling and enrichment).

ACTION: Committee will prepare summary of priority areas to share with stakeholders and send survey to voting members to vote on two priority areas.

☐ DECISION REQUIRED?	[0] VOTES FOR	[] VOTES AGAINST
Decision:		

Next Meeting: November 4, 2024

Adjournment: The meeting was adjourned at 6:00 PM PT.