



EDUCATIONAL QUALITY IMPROVEMENT STRATEGIC PLANNING COMMITTEE

Meeting Minutes

Date & Time: June 4, 2026 PST | 4:00 PM - 5:30 PM PST

Location: Zoom <https://uw-phi.zoom.us/j/5962096962>

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), Mark Whipple (co-chair), Esther Chung, Sami Elrazky, Sam Fredman, Kristen Hayward, Jeremy Oulton, Kathleen Raskob, Skyler Smith

Regrets: Michael Campion, Kiran Gill, Hannah Hardin, Margaret Isaac, Emaad Lala, Matt Lumsden, Michael Myint, Maggie Phillips, Ali Ravanpay, Karen Segerson, John Willford, Bessie Young

Staff: Kellie Engle, Rhea Fagnan, Jung Lee, Dorothy Lu

Quorum: Yes ☐ No ☒ (A quorum is 50%+1 of the voting membership or 10)

Committee Business

Meeting Minutes: April 2026

- Quorum was not met. The April minutes were circulated and approved by electronic vote with 10 members voting in favor, 0 opposed, and 0 abstentions

EQISPC Membership/Meeting Times:

- Key Issue:** Current meeting time creates barriers for student participation, particularly pre-clerkship students due to required coursework.
- Survey results supported an alternating meeting schedule, with meetings alternating between the current Thursday afternoon time and a Tuesday morning time beginning in September
- Committee emphasized maintaining participation opportunities for members unable to attend every meeting and discussed increased use of Teams and asynchronous engagement methods.
- There will be no July meeting due to the holiday schedule. August meeting remains under consideration.
- The need for an August meeting remains under consideration and will depend on committee needs and guidance from School of Medicine leadership.
 - ACTION:** Dr. Potyk will seek input from School of Medicine leadership regarding expectations for the committee's future role and will explore inviting leadership representatives to the August meeting to discuss committee alignment, priorities, and next steps

Discussion Items

- Visioning**

Context:

- Committee leadership described organizational changes affecting the School of Medicine, including new educational leadership positions and evolving reporting structures.

Reflection on Committee Accomplishments

- The committee's success in promoting collaboration across educational phases and organizational boundaries was highlighted.
- Members cited the committee's contributions to governance discussions, continuous quality improvement initiatives, accreditation readiness, and institution-wide problem solving.

Potential Future Functions

- Members explored the possibility of repositioning EQISPC as an advisory and consultative body rather than primarily a strategic planning committee.
- A possible 'ethics consult' model in which units could bring complex educational challenges to EQISPC for review, discussion, and recommendations was proposed.
- Members expressed support for serving as a resource for governance questions, CQI initiatives, and educational issues that cross organizational boundaries.
- Discussion emphasized that the committee's lack of formal governance authority may be an advantage because it enables broader systems-level thinking.

Cross-Cutting Issues Identified

- Student debt management and financial literacy initiatives.
- Financial aid counseling and broader student support systems.
- Educational pathways and the need for greater oversight and coordination.
- Student research opportunities, mentorship, and access to scholarly activity.
- Career advising and specialty exploration earlier in the medical education experience.
- Student travel requirements across the WWAMI region and associated cost and climate considerations.
- Governance issues that do not clearly belong to a single committee or unit.

LCME, Accreditation, and Accountability

- Members discussed the importance of maintaining continuous accreditation readiness rather than focusing only on accreditation cycles.
- It was emphasized that accreditation standards represent a baseline expectation and that the School should aspire beyond minimum requirements.
- The unique value of EQI data sources, including LCME-related data, Graduate Questionnaires, and annual student surveys that provide a comprehensive view of the educational program was discussed.
- Members noted that EQISPC has historically served as an important venue for reviewing educational quality data and providing constructive feedback.
- Student representatives highlighted concerns that feedback sometimes appears to 'go into a void,' prompting discussion about transparency, communication, and accountability.
- Committee leaders described examples where committee recommendations had influenced leadership decisions, including support for additional EQI staffing and analytical resources.

Membership and Structure Considerations

- Members suggested making the meeting public so that directors from other units can join. This change can establish stronger connections with curriculum, student affairs, and other key educational units.

- Members observed that many educational challenges span multiple committees and administrative structures, creating an opportunity for EQISPC to serve as a connector.

Adjourned: 5:10 pm