

Members Present: Drs. Bruno Cavalcanti (Chair), Trishul Allareddy, Carolina Cucco, Gregory Farris, Matthew Geneser, John W. Hellstein, Justine L. Kolker, William J. Synan, Ms. Becky S. Todd, Megumi A. Williamson, David C. Holmes, Brian Howe, Michelle Krupp, Tanner Brotsma (D4), Kacie Dillow (D3)

Absent: Drs. I. John Syrbu, Ms. Joni Yoder, Terry J. Lindquist, Sherry Timmons

Guests: Dr. Boonsiriphanth

Meeting called to order at 12:06 p.m.

- I. **Approval of September 16, 2019 minutes** – Dr. Cavalcanti
MOTION: to approve the September 16, 2019 minutes as submitted. Motion seconded.
MOTION APPROVED
- II. **Introduction of New Student Representative:** Dr. Krupp
Dr. Krupp introduced D3 student representative, Kacie Dillow, to the committee.
- III. **Title IV Federal Compliance and Mandate – Update** – Dr. Krupp
The October 11 deadline to finalize predoc courses that were impacted by Title IV mandate has been met. PERIO and ENDO clerkships incorporated their seminar into the clinical course while PROS will kept their seminar course separate by having a Part I and Part II.
Next steps: Lori Kayser will do an audit of semester hours and create new courses and/or make the necessary changes to affected courses. IT will get involved to ensure the changes are reflected in ICON and AEFIS.
- IV. **StartCheck Workgroup Update** – Dr. M. Williamson
The information gathered will be presented to the Clerkship Directors Committee during the November 15 committee meeting. The workgroup has found that during the transition from D2 to D3, some students are not getting the same sequence for patient care causing confusion.
- V. **Attendance and Requirements Expectations** – Dr. Krupp
Dean Timmons sent out an email regarding the faculty's responsibility to be present and arrive on time for scheduled classes. Departments should have a workflow in place to send out notifications if faculty will be late or absent to their courses.

Discussion also focused around what students are required to do after meeting course requirements. The College of Dentistry has a four year curriculum, so even if students meet their requirements early, they still have to be there for four years.
Committee feedback:

- PEDO does not have requirements, however they do track activities as part of the grade. Procedures are so varied with kids that it is impossible for students to have the same experiences.
- Should there be a minimum requirement?
- OPRM Radiology requires a minimum number of patients.
- OMFS requires students to complete 4 PASS' successfully.
- PROS expects students to be present throughout the clerkship.

Discussion regarding patient numbers and meeting requirements included:

- Clinic administration is looking into the issue regarding patient numbers.
- Last year, at two thirds of the first superblock, ENDO had completed 25% less cases than the previous year. They reduced the total point requirement from 20 to 17.
- Students are stressed out due to the lack of patients.

VI. **Critical Error** – Dr. Cavalcanti

Dr. Cavalcanti requested each clerkship director to discuss how critical errors in their PASS' are handled.

- OPER has two PASS' with six domains that are similar to FAMMD domains. Grading is either surpass, met or needs improvement with specific examples to each of those included. If the student gets an N in any of the domains, they get an N for the PASS. If the student fails 3 attempts at the P.A.S.S., then they fail the course.
- Oral Diagnosis has a rubric that is provided to every student. The rubric is graded along similar guidelines as daily grades which includes met, surpass, needs improvement and critical errors with examples of each included. One critical error equals fail and no more than two Ns to pass.
- PROS has several PASS' they perform on the third experience. Students must use the same evaluation forms on their first and second experience so they get familiar with the system and criteria. Two faculty are required to evaluate the PASS and if both faculty agree to fail a student, the student will then fail the PASS and will need to find a new case to retake the PASS.
- ENDO does a number of formative assessments first, which benefits the student to get acquainted. If the student has a critical error during the PASS, the PASS is stopped. The student may be able to continue the case but it is no longer considered a PASS.
- Students expressed that critical errors regarding StartCheck are different in each clinic.
- Students felt that most critical errors are well defined.

VII. **Roundtable** – Committee Members

Dr. Kolker commented that she would be interested in finding new ways to do orientation. Is there any suggestions on how to help students retain this information?

Next Meeting: November 15, 2019

Minutes recorded: Ms. Brenda Selck