



The University of Texas at Austin
Dell Medical School

**Dell Medical Student Senate:
AGENDA**

Date: 05/07/2014 **Time:** 6 pm – 7:30 pm **Location:** HLB, Conf Rm 4.105

Meeting Type: Senate Meeting **Called By:** BW

New Agenda Items: 05.07.18	Prep Materials	Presenter	Time Allotted
1. Approve Minutes from 04/16/18		Brooke	5 min
2. Discussion about DOCS going forward, mentoring, class interconnectedness, etc.	<ul style="list-style-type: none"> • Visit from Dr. Moreno • Hopefully Dr. Smith will contribute! 	Brooke	20 min
3. Academic Governance Bylaw Vote		Brooke/Dekoiya	10 min
4. Open Time			10 min
5. Emergency Item (if needed)			5 min
6. Student Affairs	EOYC thoughts	Jaime/Steve	10 min
7. Student Body Feedback (from the form)	Calendar for each class to the end of med school	Brooke?	5 min
8. SCC transition		Will/Taylor	5 min
9.			min

Task Force Updates:

Budget:

Bylaws: Vote on academic governance bylaw today

Committees: Bylaw was presented last meeting with hopes for approval today. If that goes according to plan, will figure out dates for elections and turnover. Updates from committees going out after OSCEs this week.

Coffee Break: Coffee Break at HDB Lobby with free bagels and smear from Rosen's Bagels!

Dell Med KnowIt: Took a small hiatus approaching the test. Next goal is to finally look through all of the textbook recommendations and such to come up with a grading system to put on the website for the upcoming class (since they are coming so soon!)

Communication: We met as a group and outlined a few goals to be worked on over the next year, including KnowIt maintenance/growth, mentorship, and faculty/student communication. Universal inclusive calendar seems important as well.



The University of Texas at Austin Dell Medical School

Meeting Minutes

Attendees:

MS1:

Dekoiya Burton, Charlotte Heron, Megan Lewis, Will Squiers, Taylor Taliaferro

MS2:

Anatoli Berezovsky, Woody Green, Anish Patel, Brooke Wagen, Virginia Waldrop, Aydin Zahedi

Absent: Khaled Abdelrahman, Leonard Edwards, Jonathan Lopez

Quorum Met (Need 9 Members): Yes

Also Present: Steve Smith // Jaime Thomas

- 1) Approve Minutes from 04/16/2018
 - a) Approved: Yes, by unanimous consent
- 2) Update on DOCS from Brooke
 - a) Brooke has relayed to Dr. Moreno about how they are redesigning DOCS that includes class-class mentorship
 - b) There is an official LCME process to change courses, so we are figuring out how to help Dr. Moreno develop DOCS **legally**
 - i) Dr. Moreno creates a proposal and presents it to UMEC
 - ii) UMEC discusses it (and there are students on these committees for this reason)
 - c) What do we want to do?
 - i) Option 1: Senate write a formal statement about how to improve DOCS (i.e. debrief time in MS2, MS1-MS2 mentorship)
 - ii) Option 2: Create a statement that you cut and paste into a course eval for each student to provide mass-force feedback
 - d) We should do both? We also don't want to duplicate what is already happening (i.e. course feedback focus groups)
 - i) Are these feedback focus groups effective?
 - ii) LCME requires these focus groups and surveys/feedback forms; there is survey fatigue, but these surveys and feedback forms really matter (*shameless plug*)
 - e) tl:dr: Senate needs to write a memo (*lookin' at you, leadership course*)
 - f) What is our end goal? At least these, and more to come...
 - i) More times when individual groups meet and fewer times when you meet for a big-cohort lecture in order to facilitate connection and dialogue
 - ii) More flexibility in DOCS mentors schedules; this allows individual groups to meet when works best for them *with their own mentor instead of a back-up*
 - iii) Each DOCS meeting in the second year should have 30-40 minutes of "check-in" to allow people on the wards to process and talk about highs/lows
 - g) Thoughts forming about class-class interactions
 - h) Fun fact (side note): evaluation forms are also evolving
 - i) Motion to create a feedback task force by Brooke**
 - i) Seconded: Dekoiya**



The University of Texas at Austin Dell Medical School

- ii) **Passed by unanimous consent**
 - j) Feedback task force to draft a proposal for DOCS: Brooke, Taylor, Woody, Dekoia, Virginia, Megan
 - i) Will solicit feedback + “pulse” in real-time
 - ii) Will also create a structure that allows for more productive feedback from class
 - iii) Create one document that will be presented with Dr. Moreno and UMEC
- 3) Academic Governance Elections Protocol
 - a) Read through bylaw; looks good
 - b) Motion to approve Academic Governance Elections Protocol by Charlotte; seconded by Dekoia
 - c) Voted on by a raising of hands: passed with 11 yesses, 2 absents
- 4) Open Time: Woody and Brooke
 - a) Change meeting schedule to avoid memorial day and MS1 final MOD exam
 - b) Three more meetings (including this one) with last meeting on May 4th → reserve ability to call an emergency meeting if needed (most likely the 11th)
 - c) First senate meeting the first Tuesday of September
- 5) Open Time: Tasks left to do before Senate finishes up the year
 - a) We need to amend the bylaw about elections
 - b) We want Senate to own this process and remove the ambiguity/mystery of the election process
 - c) Bylaw committee to create an amendment and present at next Senate meeting
 - d) It is important that design institute has a class on Monday night from 6-10pm; we might need to “re-think” when our meetings are (how do we do this with DOCS? Who knows...but we’re going to figure it out) TBD
- 6) Open Time: **LAST COFFEE BREAK OF THE SCHOOL YEAR ON MAY 17! FREE BAGELS! YOU NEED TO BE THERE**
- 7) Student Affairs:
 - a) EOYC
 - i) Disappointed, but there was a prom B - grateful that this still happened in some capacity
 - ii) Events Committee meeting with Steve this week to do a full diagnostic
 - iii) School-sponsored end of year something; we need to think about how to best spend this capital
 - iv) Steve to follow up with the student body
 - b) AAMC meeting: how do we meet the needs of our classmates with the reality of the budget we have in Student Affairs for wellness? Time to get creative.
 - i) Excited about the ideas that are coming. #letsredesigndocs
 - ii) We don’t want to spend money on band-aids on things that are broken, but want to be proactive
- 8) Student Body Feedback Form:
 - a) It is linked to the minutes...
 - b) It is on Canvas on the MED Student Resources page → it looks “A-1 Amazing” (Jolo)
 - c) Go Jaime! You rock; don’t change.
- 9) Will and Taylor: Senate of College Councils
 - a) What is our job?



The University of Texas at Austin Dell Medical School

- b) We need some fresh blood; need at least one person from Senate, but it can also be other, additional, people
 - c) Can have up to four people rotate through the meetings → propose 3 MS1s and 1 MS3 (someone has to be there every week; but really every third week - once a month)
 - d) For now, we'll give it to the presidents. We'll punt to the new delegates.
- 10) Random open time:
- a) Toli: emailed about free food → no word yet
 - b) JoLo: questions to the MS1s about how to get to know the next MS1 class:
 - i) More intentional about meeting new students as opposed to congregating within our classes
 - ii) MS2 to sit at school for "office hours" → "please interrupt me"
 - iii) Buddy system? Planned "office hours"?

From Student Body Feedback form: *Hi guys. Can you please work with Student Affairs to generate a comprehensive schedule for our MS3 and MS4 years? Specifically, a schedule that has exact dates for breaks, holidays, and intersessions for our year. I've only been able to find the MS3/4 schedule for the Class of 2020, not Class of 2021. It would be great if we could have access to an organized, comprehensive, by-the-semester schedule that is easily accessible and in one place - and tailored to each specific class. (But maybe that exists somewhere and I'm not seeing it.) Thanks!*