



The University of Texas at Austin Dell Medical School

Student Senate Agenda

Location: Zoom (The virtual space!)

Date: Tuesday, December 1, 2020

Time: 7:00pm - 8:30pm

I. Action Items

- A. DMKI working on a document that explains how feedback is kept anonymous
- B. Catherine to disseminate 4th year planning advice to Class of 2022
- C. Sam to assess need for PPE donning/doffing training in Class of 2021

II. Violets

- A. Violets to the social events task for organizing the mug exchange
- B. Thank you to Munachi and Michael T. for decorating the *CAPITOL* lounge
- C. Way to go MS1s for your engagement in the Zoom School of Medicine

Observation of Attendance and Quorum

- A. Attendance logged digitally [here](#).

Approval of Minutes from Last Meeting (11/17/20)

- B. Minutes found digitally [here on the DMKI site](#).
- C. Move to approve minutes
 - Seconded by Madison
 - Approved with unanimous vote

Agenda Items:

III. Student Affairs Updates (35 min-Steve)

- A. COVID-19 vaccine- will this be mandatory or opt-in/out?
 - 1. Not mandatory. Details still to be determined, but student body will be notified as more info is received
 - 2. Reminder for our clinical students
 - a) Clerkship leadership will be understanding of students needing to quarantine in the event of a known exposure or development of symptoms. Accommodations will be made to the extent possible to keep students engaged virtually to minimize disruptions to clinical education
 - 3. Opportunities shared by Steve
 - a) [Park cleanups](#) - Grab a group & get outside while giving back

- b) Call for students to help w/ Society Cup planning. Celebrations are in order so reach out to Steve directly if you want to take part!

B. Open time for Q&A

1. **MS1** (Olivia)
 - a) No new questions for Student Affairs
2. **MS2** (Natalie)
 - a) Is there a level of COVID cases at which students would get pulled from rotations again?
 - (1) Don't think students being pulled out is likely to happen again
3. **MS3** (Catherine)
 - a) Questions about 4th year scheduling and recent VSAS email
 - (1) The MS-3 intersession (01/22/21) will cover VSAS, 4th year lottery, scheduling, and the match timeline
 - (2) For advice from MS4s on how to prepare, see 12/2 email from Catherine Dawson titled "MS4 Scheduling & Resources"
 - (3) Student curated guide to 4th year rotations/electives coming from the Class of 2021 soon!
 - (4) Do we know what the policies are for away rotations for next academic year?
 - (a) Not yet (due to COVID). Students will be notified as more details become available.
4. **MS4** (Sam)
 - a) When will the next donning and doffing training be? How much advance notice will students be given?
 - (1) Not aware of any on the calendar. Sam to assess need for training amongst MS4 class
 - b) Any updates on the interview trail?
 - (1) Don't have the most updated info (fill out your smartsheet please) but from a handful of conversations with students things seem to be looking up
 - c) Saturday meeting (originally scheduled for January) will be pushed back to **02/20/21**
 - (1) One of the purposes of this meeting is to ensure everyone understands how to put in the rank list therefore rescheduled to hold it closer to the rank submission deadline.
 - (2) Will also have students do proactive SOAP planning
 - (3) Sam and Megan will facilitate a discussion for Match day and graduation event planning
 - (4) AAMC FIRST representatives will attend to conduct the financial exit interview that is mandatory for all students with educational loans

(5) Reminder that all MS4s should be in Austin the week of the Match

IV. Task Force Break-out Session (30 minutes)

A. Transition timeline

1. 11/01-11/30/20: MS3s work with MS4s to get familiar with TF chair responsibilities, logistics, current barriers, upcoming projects, etc
2. **12/01/20**: MS3 title change; expecting MS3s to be mostly aware of TF events and able to provide updates
 - a) MS4 still available to assist
3. 01/12/2020: MS3 running fully unassisted
4. Ciaura/Kayli to document the transition process and pass on to next senate presidents

B. TF meets to discuss to-do's for remaining semester time, make any final leadership adjustments

C. Less frequent, but consistent breakout sessions planned for Spring 2021

V. Culture of Wellness

A. DMS Senate Secret Snowflake

1. Participate in your class's Secret Snowflake Mug Exchange! Send a mug and yummy treat to a classmate by dropping it off at HLB before Dec.18th or mailing it to your secret snowflake! If you would like to participate, **please put your information into this [link](#) by Friday, Dec. 4th.** Email Madison with any questions (madisonhansen@utexas.edu).

VI. Student Representation

A. No new items to discuss

VII. Student Body Feedback (15 minutes)

A. *Is there a way for students to provide anonymous feedback for Structure and Function or DOCS besides the one45? I have heard that one45 is not actually anonymous?! And we want to provide feedback during the course, instead of at the end of the course when there is no opportunity for change.*

B. Response from S/F and DOCS course directors + Dr. Luann Wilkerson

1. Dr. Wilkerson (Associate Dean of Eval and Faculty Development) will attend MS1 town hall 12/14 for questions on this topic
2. **Short answer→several mechanisms in place to keep anonymity**
3. Long answer:
 - a) There is no way to route specific comments or ratings back to the student. One45 separates the evaluation from the student's name into 2 separate files. The two can never be seen by faculty together. Dr. Wilkerson's office can see who did not submit anything but this information will not be linked to the student's actual response once submitted.

- b) End of a course/clerkship One 45 evals are only viewable to Dr. Wilkerson and Dr. Corliss until released.
- c) Course and clerkship directors receive course/clerkship summary results after the grades for all students have been submitted.
- d) Specific faculty evaluations for MS1 courses are released to the course director at the same time as course evals. Course directors then share the faculty evaluation summaries with the instructors after they review them.
- e) MS2 faculty evaluations are not shared until mid year and only then if there have been 6 students evaluating the faculty member. Dr. Corliss and Dr. Wilkerson read all faculty evaluations after each rotation so immediate problems can be identified and addressed. All faculty members get a summary of their evaluation results once a year based on a calendar (rather than academic) year so that students from 2 separate classes constitute the summary.
- f) Anytime course feedback on Canvas shows up as a “submitted quiz” in the student-view only. Course directors are not able to view which students have submitted.

C. Musings from the senate

- 1. This repeat question on the anonymity of feedback is an opportunity to create a reference document outlining available feedback tools and how anonymity is protected for each.
- 2. Reminder of the [Student Mistreatment Form](#) for reporting violations of the [Learning Environment and Student Treatment Policy](#)
- 3. A note on nonretaliation: Per the above policy, *The University and the Dell Medical School will not tolerate any form of retaliation against an individual who has made a good faith complaint of mistreatment.*

VIII. Academic/Professional/Personal Development

- A. No new items to discuss

IX. Communication

- A. No new items to discuss
- B. Student orgs: Remember to add your events to the universal google calendar by sending an event invite to dellms2020@gmail.com This will populate the [#all-dms-events](#) channel on slack. More detailed instructions on how to view and access this calendar here: <http://tiny.cc/2bzysz>

X. Next meeting 12/15/20

- A. Last meeting of the semester
- B. Items to discuss
 - 1. Updates to task tracker- document TF progress, increase productivity & efficiency, leave a framework for future chairs/senators

2. Academic coaching- FOD and MOD tutor sign-ups to be sent with agenda at next meeting
3. Constitution TF update