

#### Discussion about CARDS referral process (Kelly Smith, Kim Nichols, Christina Shenvi)

- Main question: CSP has criteria for sending students to OAE... what is the process about reaching out to students/student follow up/being sure students are connected
  - Performing at <10 %ile for SHELF exams
  - Referral through Ebony Alston (emails to OAE) or Debbie Ingersol (especially if scored below goal for NBME practice exam), they immediately reach out to the students
  - Some things they don't reach back to course directors; they document in Navigate
    - May work to get course directors into Navigate so they can see more of what happens/if a student has met with a CARD
  - **They will have Ms. Alston send a reply email to referral person (likely the course directors) that they have gotten the emails/forwarded it to CARDS (or if students decline)**
  - They also reach out to all students who fail an NBME SHELF exam (after course director has reached out)
    - Not all students want to meet (rare)

#### Student updates (Alicia Anderson/Amir Feinberg)

- Preparing to transition to Individualization Phase
- Student concern: evaluations, numbers, and written feedback (what is included in the Dean's Letter/not)
  - They working on standardizing this process
  - How to fill out the CAF is currently in the application phase website and in information for new instructors
  - All campuses are looked at and compared, grades are similar, text has a minimum/maximum length

#### New professionalism Committee (Kristy Borawski)

- COPE= committee for professionalism
- For that gray area between course directors, etc.; these are things that usually fall outside of written policies
- All professionalism concerns can go to Office of Student Affairs or Learning Environment Form
  - They get triaged (by Office of Student Affairs; may be sent to COPE or SPC), then reviewed by COPE committee anonymously
- Goal: non-punitive process for professionalism lapses
- First meeting coming at end of the month!
- Student will not be in front of the committee (because it is a blinded process); student will be updated on what happened, guidance
- Students will be notified that there was a professionalism concern and will have to fill out of a form
  - NOT on Dean's Letter or transcript as long as it stays within COPE

- Goal: prevent things from getting to student progress committee
- Working on COPE Website, will have a link with flowsheet for their process

#### Staff Updates (Beat Steiner)

- Final round of interviews for new Dean of Academic Affairs

#### EXCEL Program (Beat Steiner)

- Goal: diversify our workforce
- Combines academic preparation, clinical prep, professional support
- Students who need extra prep before first year
- 9 students selected this spring
- Clinical experience in summer, academic + clinical experience now
- Anticipate welcoming these students in the fall, admitted to UNCSOM conditionally, just have to be reviewed by admissions committee
- Neva Howard developed curriculum, O'Rese Knight helped with clinical, director is Claudis Polk
- All of these students were selected by admissions committee for consideration for EXCEL program
  - This is in evolution
- Goal: 20 students in the program (over the next couple of years)