

Polity General Body Meeting - April 14, 2020

Agenda:

1. Meeting called to order at 7:05 PM
 - a. Quorum present at start of meeting
 - i. Total voting members present: 17/22
 - ii. MD/PhD representative gave update (see below 3.c) and had to leave to an MD/PhD seminar - quorum maintained with his absence (16/22)
2. Reading and approval of March GBM minutes
 - a. Minutes were approved by a majority vote of voting members
3. Administrative Updates
 - a. Medical Education Updates & Input - Dr. Meka
 - i. See appended document at the end of the minutes
4. Officer Reports
 - a. President
 - i. COVID check in
 1. First virtual meeting through Zoom and as a new E-board
 2. The E-board has been having weekly meetings to keep up to date
 3. These are difficult and unprecedented times, but it's exciting to see student leaders stepping up to continue serving the student body
 4. We hope you're staying safe and healthy!
 - ii. Medical Alumni Office
 1. First meeting with Jen Britton, thinking about events for next year - some suggestions include interdisciplinary happy hours with alumni and students from different departments
 - b. Vice President
 - i. Housing Weekend
 1. Tentative dates: June 11-13
 2. Given COVID, it's unclear if this is going to happen, so there are also back up plans in the works
 3. Working with the Orientation Committee on FB page
 - ii. Website/STIM/Polity Instagram
 1. The Vice President role will be absorbing the responsibilities of managing the online presence of Polity.
 2. Follow our new instagram! @UBmedPolity
 - a. This will hopefully help us continue engaging with students especially M3s and M4s that are not on campus
 3. The Polity Website is not really functioning as it is supposed to be right now. We're looking to revamp it, increase STIM involvement, and have a fully updated and functioning website by the start of the Fall semester
 - iii. VIDEO
 1. Working on a secret project - be on the lookout.
 - c. Treasurer
 - i. Update on taxes 2018-2019
 1. Due June 15th, we've hired EFPR group to review our audits, prepare our financial statement, and file our taxes

- a. There is a little of difficulty accessing some files due to the switch from SBI to FSA, but this is not a major set back
 - ii. Filing for tax exemption
 - 1. Can occur once we have our year end financial statements
 - 2. Filing for both federal and state tax exemption, which will save us a lot of money
 - 3. Projected timeline for tax exemption - a 6 month turn around is anticipated from filing date, assuming we are approved
 - iii. 2020-2021 budget
 - 1. Budget requests from student organizations are due Friday 4/16. Once all of those are in, the budget for 2020-2021 will be constructed
 - 2. This will be presented and voted on in the next meeting
 - d. Secretary
 - i. Class representatives elections
 - 1. Received a directive by SUNY Student Assembly and Board of Trustees to postpone all student government elections until the fall
 - a. The intention is to preserve the democratic process, which may be affected by the major life changes students may be experiencing in light of the COVID-19 pandemic
 - b. E-Board and club elections were not affected
 - 2. Guidelines were given to help us maintain representation without holding elections
 - a. Class of 2022 - had an uncontested ballot (5 applicants for 5 representative elections), so no vote is necessary, and they will be the representatives for their M3 and M4 years.
 - b. Class of 2023 - the ballot was not uncontested, so the election will be postponed. In the interim, 3 of the current class reps will stay and act as "interim" reps until new representatives are elected. The other two positions will remain vacant.
 - 3. This does affect quorum
 - a. Per the bylaws, quorum is 50% of voting members
 - b. Normally there are 24 voting members, so quorum is 12
 - c. With the vacancies, we currently have 22 voting members, so quorum is 11
 - ii. Student club updates
 - 1. There was some turn over in student life in greater UB offices
 - a. They're being more strict with enforcing all clubs being registered on UBLinked for recognition by the university
 - iii. Agenda & Bylaws
 - 1. A more detailed agenda will be sent out for future meetings to help people
 - 2. A bylaws tl;dr is being made - one specifically for voting members and one for the student body.
5. Class updates
 - a. 2020
 - i. Most students are completely done or finishing up their final virtual rotation
 - ii. Graduation requirements were decreased to one fewer elective
 - iii. Class did well on match - it was a happy day despite the circumstances
 - iv. Graduation date will not be moved - May 1st

- 1. Meeting with Dr. Milling tomorrow (4/15) to discuss how the ceremony will be conducted
 - v. Yearbook delivery date got pushed back, so some of them will have to be shipped to students.
 - b. 2021
 - i. "Everything is on hold" as a third year, which is very frustrating.
 - ii. The administration is trying their best to come up with solutions, but there are mixed feelings about some things being proposed
 - iii. Trying to start Match Day 2021 planning, but this is also on hold
 - iv. Step 2 CK and CS are also both up in the air
 - v. No decisions have been made about pushing back the application and interviewing cycle for residency, though there will likely be a delay
 - vi. In terms of away rotations, the current advice is to keep applying with the understanding that they might not happen
 - vii. A lot of questions don't have answers yet, but but students are being kept in the loop pretty well
 - c. MD/PhD
 - i. Nothing new to report, working on selecting the new MD/PhD representative
 - d. 2022
 - i. General feeling of not being kept in the loop very well and morale is low
 - ii. Nothing has really changed - students are just studying for STEP, so students are doing what they would have been doing anyway
 - iii. Class reps had a cooking session via Zoom
 - iv. Repro exam is on Monday (4/20)
 - v. CPM exams were cancelled and procedures week will be
 - 1. M3s and M4s say this will not be a disadvantage, you'll learn the skills on rotations
 - vi. CBSC (practice step 1 exam before dedicated study period) will be taken remotely on Wednesday (4/22)
 - e. 2023
 - i. Similar feelings to what everyone else is going through
 - ii. Town hall was organized with the deans and faculty
6. Committee Updates
- a. Phase 1
 - i. March meeting was cancelled, April meeting is next week
 - b. Phase 2
 - i. Meeting today (4/14) - went over the changes that are being made
 - ii. Simulated experiences:
 - 1. Don't need to be filling out passport for simulated experiences
 - a. Will be reintroduced when clinical starts again
 - 2. Keep logging simulated experiences on medhub
 - c. Curriculum Committee
 - i. The committee has been having extra meetings - next meeting is next Tuesday (4/21)
 - ii. See Dr. Meka's notes for updates
 - iii. It was noted that it might be helpful to take appropriate minutes during these meetings and have them appended/sent out with the Polity GBM minutes if appropriate.
 - d. OSR
 - i. Nothing to add to the information provided by Dr. Meka and the Curriculum committee

- e. STIM
 - i. Elections will be held for an M2 co-president and some updates were made to the website
 - ii. STIM representative will meet with the President and Vice President to discuss updates looking to be made, STIM presence in Polity meetings, and updating STIM's constitution
- 7. Unfinished Business
 - a. Newsletter successor
 - i. If a successor is found, it was recommended to delegate the newsletter to first year representatives when they are elected.
- 8. New Business
 - a. Student Activity Refund & 4th year concerns
 - i. With the decrease in spending due to COVID, Polity is projected to have a budget surplus of funds at the end of the year.
 - ii. UB has mandated that all student governments refund a portion of the student activity fee (\$200/student)
 - 1. This is different from a potential refund from the university (tuition and fees)
 - 2. The amount of the refund is up to Polity, but recommended amount of the refund is ~18% of student activity fee
 - a. 18% = 25% (amount for half of the spring semester) - fixed cost
 - 3. After speaking with Polity's FSA representative, it has been decided that a total of \$25,000 would be refunded, which works out to ~ \$35 per student. This falls in line with the university's recommendation (~18%)
 - 4. M1-M3s will receive this refund in the form of credit on their student accounts towards the student activity fee for next year, while M4s will be reimbursed directly through their student account.
 - iii. The idea of an additional gift to M4s in the form of Amazon gift cards was brought to the floor for discussion
 - 1. In terms of Polity spending, 4th years have been disproportionately affected with their Match Day and pre-match day events being cancelled
 - 2. The E-board and M4 representatives came to this decision together
 - 3. We cannot give cash, so Amazon gift cards were seen as the best solution
 - 4. Actual amount of the gift will be contingent on how much money is refunded from the venue - expected to be in the range of \$100-150
 - 5. This does have to be approved by the university
 - 6. Motion to vote on the 4th year gift in the form of a \$100-150 Amazon gift card, contingent with the university's approval, was made and seconded
 - a. Vote passed (16 yay, 0 nay, 0 abstain)
- 9. For the Good of the Order
 - a. Graduating M4 representatives gave their thank yous and imparting words of wisdom
 - b. Congrats to M4s for matching!
- 10. Adjournment - meeting adjourned at 9:07
- 11. Next meeting is on May 12th

Medical Education Updates & Input - Dr. Meka

I. Phase I Updates

- a. Transitioned to fully online - lectures, T/PBLs
 - i. Working with faculty to help them learn how to use the available tools and resources in order to engage students during sessions
- b. Remote exam administration - preclinical years as well as a recent shelf exam
 - i. Concerns regarding academic/exam integrity and dishonesty were brought up from all of the classes
 - 1. Task force of administrators and students are looking into these concerns and will make recommendations to the curriculum committee
 - 2. Secondary concerns about how this affects class rank and Dean's letters have also been brought up and will be considered - Emphasized by class representatives during the opportunity for questions and discussions
- c. Step 1 preparation is still happening!
 - i. Workshops being given remotely Wednesday (4/15) and Thursday (4/16) on using practice tests
 - ii. Boards Weekly Booster - opt in weekly newsletter that includes a FAQ/tip related to studying for Step as well as a mental health and wellness reminders
- d. Carrie Gillings joined the Academic Support Program as a Learning Specialist!
- e. OME is working on compiling a list of questions that includes a running list of questions that are still in the process of being addressed and another list of FAQs with answers.

II. Phase II Updates

- a. Core content split apart from clinical immersion
 - i. For 6 week clerkships → 4 weeks of core content and 2 weeks of clinical immersion
 - ii. For 8 week clerkships (ex// Surgery) → 4 weeks of core content and 4 weeks of clinical immersion at a later date
 - iii. OME is working with all of the clerkships to create a schedule, identify what clinical skills/competencies could be learned virtually versus through a clinical setting.
 - iv. LCME gave additional guidance for what was allowed to be completed virtually:
 - 1. 50% or more of clinical experiences need to be completed in a clinical environment NOT virtually
 - 2. Telehealth and telemedicine are considered virtual and do not count as clinical experience
 - v. OME and clerkship directors came up with rubrics for patient and case reviews/presentations, practicing writing notes and receiving feedback, interactive small group sessions
 - 1. Positive feedback from attendings and residents about these adaptations include the ability to spend more time giving feedback - can potentially be seen as preparation for the immersion phases of clerkships
 - 2. Question was raised regarding when rubrics will be shared with students → they should already have been shared or will be shared before students give presentations! If this is not the case, let Dr. Meka know!
- b. Electives were highly impacted because most 3rd and 4th year opportunities are clinical experiences
 - i. Based on looking at what electives would be appropriate and beneficial as well as student interest, a new elective is being offered

- III. Opportunity for discussion and questions was given:
- a. Will the changes being made to the current M3 rotation schedule impact when the current M2s will start their M3 rotations?
 - i. This is in the process of being addressed - still trying to figure out what this schedule will look like, and flexibility will be required
 - ii. Once clinics are re-opened to students, we need to be mindful of potential overlap of rising M3 and M4s in the clinics as well as the capacity of the clinics
 - iii. Preparation for residency applications and step 2 preparedness is also a consideration for M4s
 1. ex// you're in obgyn clerkship right now and think you want to go into obgyn, this might not be the best experience to prepare you for residency applications
 2. This process may become very individualized, and OME is trying to get an idea of who wants to go into what specialty, what clerkship they currently are on and when step 2 dates are scheduled
 - b. With the possibility of test date changes, should students utilize their resources differently?
 - i. Dr. Meka does not recommend to ration/stop using resources to conserve questions for a later date
 1. Use different question banks and resources - NBME released practice exams of retired questions
 2. Don't use for diagnostics, use for extra questions
 - ii. Dr. Meka will draft up an email to students with guidance
 - c. Is there standardization across clerkships regarding the virtual work that must be completed?

There seems to be varying amounts of workloads across clerkships

 - i. There are a few things that are being monitored/considered:
 1. Times for small groups can vary
 2. Students vary in their efficiency in completing work
 3. Amount of perceived work compared to how long it takes to complete the work
 - ii. Curriculum reps will be sampling experiences
 - d. Echo for the concern regarding class rank in terms of classes being graded pass/fail
 - i. This is being looked into! There is no answer yet, but it is in this works, and that will be communicated.
 - ii. This could be a good opportunity to discuss how a pass/fail grading system is impacting students while they are still being ranked in quintiles
 - iii. Other institutions are being consulted
 - e. Word of mouth between different classes may be contributing to misinformation and bringing more questions
 - i. Did you know we had a COVID-19 updates page?
 - ii. If your curious about the correspondence going to other class years, check it out → [COVID-19 Internal Communication Page](#)