**University of Central Florida**

**College of Medicine**

**M.D. Program Curriculum Committee Minutes**

Meeting Date: 2/17/2017 Start: 2:00 pm End: 3:30 pm

Chaired by: Dr. Richard Peppler

Drs. Banks, Bellew, Berman, Castiglioni, DiCampli, Dil, Gorman, Gros, Harris, Hernandez, Husain, Karch, Kibble, Klapheke, Payer, Peppler, Selim, and Verduin. Ms. Berry, Ms. Borges, Ms. Dexter, Ms. Kommer, M1 M. Kendall, M1 Rendon, M2 Tran, M4 L. Kendall, and M4 Brubaker. M4 Babb (by phone).

**Minutes**

* **January 20, 2017 minutes were approved by members as submitted**.

**Student Updates**

* M4s:
	+ Continue to do well on their rotations.
	+ Match Day is scheduled for Friday, March 17th. Students are looking forward to this event.
* M2s:
	+ Recently received the ‘burn-out’ talk from Dr. Verduin.
	+ Will be participating in the 8th Annual FIRE Research Conference scheduled on Thursday, February 23rd with the awards ceremony on Friday, February 24th. Dr. Reshma Jagsi, from the University of Michigan Medical School, will be speaking on improving the quality of breast radiotherapy through translational research.
	+ Several M2s in Knights Clinic and Med Pact went out to Anaheim, CA and presented a number of posters about service learning and the free clinic. UCF College of Medicine had the biggest representation from all the medical schools that attended.
* M1s:
	+ Just finished *Structure and Function*, and will be starting *Health and Disease* this upcoming week.
	+ Cadavers will be shipped off on Monday, February 20th. A memorial service is scheduled at that time to show their appreciation. Everyone is invited to see what they experience during their dissections.

**PES Subcommittee – Dr. Hernandez**

* The Program Evaluation Subcommittee met and reviewed all the clerkships. Overall, the feedback was very positive. Dr. Klapheke and all the clerkship faculty, coordinators, and staff in M3/M4 are to be commended. There are some areas to monitor, and for continued work; however, overall the clerkships are superb. PES will present a more formal report with their recommendations at the next CCom meeting in March.

**M1/M2 Subcommittee – Dr. Kibble**

* The following items were shared, and will be discussed further at the next CCom meeting in March.
	+ A new integrated master’s tract
	+ LCME element 9.9, which is a new standard related to student’s advancement
	+ A method to standardize the way T grades are given
	+ Ways in which to document professionalism

**M3/M4 Subcommittee – Dr. Klapheke**

* **The following course proposal was discussed and approved by members**.
	+ Culinary Medicine at Rosen College of Hospitality Management: This four-week course will expose students to healthy cooking techniques, and the opportunity to take these recipes out to the community such as the YMCA.

**LCME**

* The MD Program Curriculum Committee will meet three times in March (3rd, 17th & 31st) in order to work through the Self-Study report.
* The committee will compile all the subcommittee reports into a Self-Study final report. The final report will consist of the following:
	+ introduction to identify the history of the college
	+ identify the previous site visit and address follow-up on issues
	+ outline the self-study process
	+ standards 1-12
* The committee will also discuss areas of strength for the college, areas of concern, and actions that need to be taken.
* Once the committee has approved the final report, hopefully by March 31st or in early April, it will be presented to the Executive faculty, and the Enterprise for their approval. Once this process has been completed, it will be forwarded to LCME around July 4th.