**University of Central Florida**

**College of Medicine**

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

Meeting Date: 8/19/2016 Start: 2:00 pm End: 3:35 pm

Chaired by: Dr. Richard Peppler

Drs. Bellew, Berman, Castiglioni, Davey, Ebert, Gorman, Harris, Hernandez, Kay, Kibble, Klapheke, Mehta, Monroe, Payer, Peppler, Topping, and Verduin. Ms. Berry, Ms. Borges, Ms. Brown-Weisemann, Ms. Carli, Ms. Dexter, M2 Du, M2 Tran, and M3 Fernandez.

**Minutes**

[**June 17, 2016 minutes**](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\V7NP0ZEE\Meeting%20Minutes_6.17.2016.docx) **were approved by members as submitted**.

**LCT Subcommittee**

* The 2016 M3 LCT Session 2: Understanding the impact on Health Care System and Team and Provision of Competent Care for Diverse Patients

took place on Friday, August 5, 2016. The panel consisted of healthcare teams from both Orlando Health and Florida Hospital (physicians, nurses, administrators, pastoral care) involved in the care of Pulse shooting victims and their families. Session objectives included:

1. Understanding the complexities encountered by health-care systems and teams in responding to large-scale traumatic events.
2. Discussing the impact of the event on the healthcare teams involved in caring for the Pulse shooting victims and their families.
3. Recognizing barriers to and identifying messages that hinder quality care for LGBT populations.

* From August 26th through October 14th, 45 medical, social work, PT, and pharmacy students will collaborate at Gentry Park Orlando

Assisted Living Center and Westminster Winter Park Assisted Living Center where residents will be interviewed for a health and wellness assessment. Faculty from each of these disciplines will be available for consultation. Student teams will then go back to give their health and wellness plans, and debrief with the faculty afterwards. The panel is one example of LCT directors who work together to integrate and plan a session.

* LCT directors have worked with module directors to do some additional content in their modules. A curriculum mapping system has

been designed to track the objectives and to identify where in the modules these objectives are integrated.

**PES**

* The Program Evaluation Sub-Committee (PES) met on June 24th to discuss the 2015-2016 Focused Inquiry and Research Experience (FIRE)

module reports and plans for the next academic year. The following recommendations were proposed:

1. Additional statistical support is needed for students (at coordinator level and/or research assistant level)
   1. Infrastructure needs to be in place with a head statistical coach for organized and distributed support (e.g., a support team of 3 to each support 80 students, or support members with different tracks/specialties for research topics)
   2. Consider requesting Office of Research in COM to provide dedicated support to FIRE modules
2. Re-evaluate timing of FIRE conference
   1. Consider other timing options such as moving FIRE conference to the following Fall (during students’ third year of medical school)
3. Continue to work on recruiting mentors on becoming familiar with module objectives as well as consistent and proper use of grading rubrics
4. Committee acknowledges plan to explore other options for technology resources as addressed in module director’s report.

**CCom members approved PES recommendations**.

**M1/M2 Subcommittee**

* The timing of the FIRE conference and reducing some of the assessments for FIRE were discussed. This was prompted by students expressing

concern during their second year. The FIRE conference is typically scheduled during the end of March as are major exams for 2nd year modules, Step 1 and OSCE.

**After further discussion, members approved to decompress the assessment to remove a summative report, and approved to move the FIRE conference from March 2017 to February 2017** **(4 weeks earlier).**

**Student Updates**

* M2
  + Students have completed their 2nd week of cardio/pulmonary systems module. Everyone is still in high spirits.
  + Comprehensive National Board Scores have been posted.
  + There is more interaction between M1 and M2 students this year. Students seem to be very amicable and friendly.
* M3
  + Students are doing very well.
  + There is some concern with students working over their hours during rotations. Clerkship Directors will remind students on the policy at orientation.

**M3/M4 Subcommittee**

* To align with LCME requirements, a policy on [medical student supervision](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\Agendas\August%2019,%202016\UCF%20COM%20Policy%20on%20Medical%20Student%20Supervision%20During%20Required%20Clinical%20Activities.docx) during required clinical activities was put in writing. This policy

ensures:

* + Medical student and patient safety: During the 4-year College of Medicine curriculum, the level of direct and indirect supervision will be commensurate with the level of observation/participation responsibility assigned to the student. At all times, there will be timely access to, and site-of-care availability of the faculty supervisor. The supervising faculty will at all times be physically present within the hospital or other site of patient care.
  + Medical student attainment of necessary clinical skills and experience: During the 4-year College of Medicine curriculum, faculty supervisors will allow progressive responsibility for patient care while providing either direct supervision or indirect supervision with direct supervision immediately available.

**Members approved the Policy on Medical Student Supervision**.

**The following electives were approved by members**.

1. [Otolaryngology – Heart and Neck Surgery Elective](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Course%20Proposals\Otolaryngology-Head%20and%20Neck%20Surgery%20Elective%20-%20April%207,%202016.pdf)
2. [Radiation Oncology Elective](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Course%20Proposals\Radiation%20Oncology%20Elective%20-%20December%2015,%202015.pdf)

**The following programs were approved by members contingent upon revising the learning objectives to a level appropriate for M4 students and linking the assessment to the learning objectives as well as changing the prerequisites**.

1. [Acting Internship in Colorectal Surgery](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\Agendas\August%2019,%202016\Acting%20Internship%20in%20Colorectal%20Surgery%20-%20March%2021,%2016.pdf)
2. [Oculo-Facial Plastic and Reconstructive Surgery](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\Agendas\August%2019,%202016\Oculo-Facial%20Plastic%20and%20Reconstructive%20Surgery%20-%20July%201,%202016.pdf)

**The following elective was put on hold until further clarification.**

1. [Obstetrics and Gynecology Ambulatory Elective](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\Agendas\August%2019,%202016\Obstetrics%20and%20Gynecology%20Ambulatory%20Elective%20-%20May%206,%202016.pdf)

[**AAMC Graduate Questionnaire**](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Student%20Services\2016%20Graduation%20Questionnaire.pdf)

* Faculty and staff should be congratulated for the excellent numbers that the class of 2016 put forth as far as the overall educational program

and support.

* There is some concern with the responses on pages [41-46](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Student%20Services\2016%20G%20Q%20pages%2041-46.pdf) on the questionnaire, specifically question 39, where students have reported

mistreatment with clinical faculty. While the percentage of students reporting mistreatment has declined compared to students in the last four to five years; nevertheless, clerkship directors have been asked to closely monitor students to ensure students are receiving a wholesome and enriching experience. There is a process in place for a student to report mistreatment. Students are informed of this process during orientation.

[**Module**](https://med.ucf.edu/academics/md-program/curriculum-directors/)**/**[**Clerkship Directors**](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\Agendas\August%2019,%202016\Clerkship%20Directors.pdf)

* COM website has been updated to include the following:
  + Dr. Christine Bellew, Co-Director for Gastrointestinal/Renal System with Dr. Abdo Asmar
  + Dr. Nyla Dil, Co-Director for Health and Disease with Dr. David Balkwill
  + Dr. Vania Zayat, Director for Hematology and Oncology since Dr. Diane Davey has been advanced to Associate Dean for GME

**LCME**

* As previously mentioned, the CCom committee will be the steering committee for the self-study process and will have an active part. A plan

will be presented in September.

**National Board Medical Examination (NBME)**

* Step 1: Class of 2018: 120 individuals have taken the exam with 100% pass. 235 is the mean, which is down by three points from last year.
* Step 2: 93 of 120 individuals have taken the exam with 100% pass. 250 is the mean as was last year.
* Step 3: 33 individuals have taken the exam with 100% pass.

**Affiliation/Volunteer Faculty**

* In October, there is a student/faculty recognition. CCom members who are involved in programs that have affiliate/volunteer faculty are

asked to think about who continues to go the extra mile in programs so that those individuals can be properly recognized.

**Integrative Medicine Distinction Track**

* Dr. Chris Smith will be attending the next CCom meeting on Friday, September 16th to discuss the [Integrative Medicine Elective Rotation](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\Agendas\August%2019,%202016\Integrative%20Medicine%20Elective%20Rotation%20-%20July%2011,%202016.pdf) as

well as the [Integrative Medicine Distinction Track](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\Agendas\August%2019,%202016\UCF---Integrative%20Medicine%20Distinction%20Track%20Handbook%20copy1.pdf). The committee members are asked to review prior to the meeting.

**Grading**

* Follow-up on Grading Change and Probation Status
  + Two months ago, the committee decided that the intention of probation was formative for students not intended for students to disclose on their licensure. Since then, there have been questions on whether or not students that were previously classified on probation at some point should be changed to monitoring status. ([Medical Burnout article](file:///C:\Users\gl131327\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\Agendas\August%2019,%202016\Medical%20School%20Burnout.pdf))

**After discussion, members approved to move those individuals who were or are classified as being on probation to monitoring status.**

**Other Items**

* The committee welcomed a new faculty in clinical sciences, Dr. Anuja Mehta, Assistant Professor of Psychiatry. She is also the assistant

clerkship director of psychiatry and will be teaching several courses.

* The admission committee had its retreat this past week. Several new members, which included some members of the Burnett School and

four enthusiastic medical students, have joined the committee.

* Several training sessions for interviewers are underway. There was a good turnout of community faculty wanting to help; however, in-house

faculty are still needed. New personnel hired in Admissions at COM will be assisting with this process.