



University of Central Florida
College of Medicine
M.D. Program Curriculum Committee Minutes

Meeting Date: 8/18/2017

Start: 2:00 pm

End: 3:20 pm

Chaired by: Dr. Richard Peppler

Drs. Bellew, Castiglioni, Davey, Dil, Gorman, Gros, Harris, Hernandez, Payer, Peppler, Rubero, Selim, and Verduin. Ms. Berry, Ms. Borges, Ms. Brown-Weissman, Ms. Castro-Pagan, Ms. Dexter, Ms. Kommer, (M2) Kendall, (M2) Rendon, (M3) Tran, and (M4) Fernandez. Drs. Giraldo and Thompson (by phone).

Minutes

- **May 19, 2017 minutes were approved by members as submitted.**
- Policies below unanimously approved electronically. These policies are posted on the website under 'Good Place to Start' (GPS).
 - 8.8.2 – Attendance Policy
 - 9.9.1 – Standards for Promotion and Graduation
 - 9.9.2 – Student Evaluation and Promotion Committee
 - 9.9.3 – Grading Policy and Appeals Process
 - 9.9.4 – Leave of Absence
 - 11.5.1 – Confidentiality of Student Educational Records
 - 11.6.1 – Student Access to Educational Records
 - 12.2.1 – Tuition and Fee Refund Policy
 - 12.5.1 – Non-Involvement of Healthcare Providers in Student Assessment
 - 12.8.1 – Infectious and Environmental Hazards Student Incident
 - 12.8.2 – Hepatitis B Infected Matriculating Medical Students

Student Updates

- M4s
 - o All is well with the M4 students.
 - o Most are doing their away rotations at this time.
 - o A few students still need to take Step 2.
 - o The ERAS application opens September 6th. Most students are gathering the necessary documents required such as their letters of recommendation and CVs to submit prior to the September 15th deadline.
- M3s
 - o Students have recently taken the 2nd shelf exam; except those students in surgery and IM/FM who have only taken the 1st shelf exam.
 - o Students are currently on break, and will begin again on Monday. They are enjoying the 3rd year much better than the 2nd year.
- M2s
 - o Students are adjusting well. They are currently taking Cardiovascular and Pulmonary Systems.

CSA Subcommittee – Dr. Castiglioni

- The Clinical Skills Assessment Subcommittee is geared towards the development and implementation of innovative clinical skills assessments to demonstrate students' achievement of developmentally-appropriate clinical competence in ACGME core clinical competencies and core Entrustable Professional Activities. This complies with the Liaison Committee on Medical Education's (LCME) Accreditation Element 9.4. The subcommittee's structure and membership include:
 - o The Medical Director of the Clinical Skills and Simulation Center who is a voting member of CCom.
 - o Representation from faculty and staff directly involved in the teaching and assessment of clinical skills through the M1-M4 years:
 - Practice of Medicine I and II module directors
 - Four (4) Practice of Medicine I and II core faculty
 - Four (4) core clerkship directors
 - Two to three core clerkship faculty

- Staff from the assessment office
- The CSA Subcommittee's manual was presented and discussed. The manual includes the goals and objectives below.
 - Ensure the systematic and coordinated teaching and assessment of clinical skills across all four years of medical school.
 - Develop and implement innovating clinical skills assessments, including creation of cases and assessment tools, and promoting best practices in learner assessment and programmatic metrics.
 - Ensure the development and use of effective assessments of students' clinical skills competence in various domains.
 - Ensure use of best practices in standard setting in order to establish defensible Pass/Fail criteria for summative assessments.
 - Help identify marginal learners and guide module and clerkship directors in the development of appropriate remediation plans for these students.
 - Provide the Curriculum Committee with timely reports and recommendations about instruction and assessment of clinical skills in the undergraduate medical curriculum.
 - Contribute to the readiness of the College of Medicine to engage internal and external accreditation process.
 - Make certain that curriculum changes meet program goals and objectives.
- **CCom members approved the CSA Subcommittee manual.**
- The CSA Subcommittee recommended to add the M3 Final OSCE to the MD program transcript with P/F grade. This is due to the declining performance on the M3 Final OSCEs. Potential reasons why the lower performance than expected may be due to:
 - timing of the OSCE at the end of the last clerkship rotation
 - no grade attached to the OSCE
 - no consequence other than remediation
- The College-Registrar has indicated this cannot be added to a transcript if it is not a course. Creating a course such as P3 is not an option at this time. Other options discussed:
 - Include a case in the OSCEs at the end of the clerkships to reinforce these skills.
 - Using LCT directors as a resource to grade and assist.
 - Change the configuration of clerkships in order to allow additional time
- **CCom members recommended that this be put on hold until further information is obtained.**

PES Subcommittee – Dr. Hernandez

- The Program Evaluation Subcommittee (PES) reviewed the data on the M3 Clerkship Evaluation, and M3 End-of-year Evaluation as well as the M3 Clerkship Data for LCME Report (2016-17), Grade Distributions and the Graduate Questionnaire. Overall satisfaction with the clerkships have been pretty consistent and very positive.
- PES recommends shifting the end-of-clerkship NBME (shelf) exams to a different day of the week (e.g., Thursday). This will allow curricular time for LCTs, student affairs, wellness initiatives, etc. It will also require re-examining how to minimize impact on shorter clerkships.
- Items presented for information:
 - o Acknowledgement of Clerkship Directors' accomplishments and commendations (Ob-GYN, Pediatrics, and Psychiatry).
 - o Full review (based on criteria) for IM/FM and Neurology due to a consecutive decline within the last three years.
 - o Drop in satisfaction during the M3 orientation due to credentialing issues/administrative tasks (large amount of paperwork to complete) as opposed to educational content.
 - o Nomination of Dr. Jeff LaRochelle for new member-at-large position
 - o Items that warranted attention:
 - Exams for patient counseling skills and physical examinations skills
 - Learning Climate – mistreatment
 - LCT Scheduling
- **CCom members approved to shift the end-of-clerkship NBME shelf exams in order to allow curricular time for LCTs, student affairs, wellness initiatives effective the beginning of block 4 2017-18, contingent upon having rooms available to hold the exams. Clerkship directors will look into the availability of rooms for testing.**

M3/M4 Subcommittee – Dr. Pepler

- The 2018-19 Third and Fourth Year Academic Calendars were proposed. **CCom members recommended the calendars be sent back to the M3/M4 Subcommittee until a decision on the administration of the NBME subject exam date is confirmed.**

LCME

- The Mock site team is scheduled to visit August 21-24. The LCME visit is scheduled for October 22-25.

Other Business

- The results of the Survey of Residency Program Directors for the Class of 2016 were presented and discussed. Forty-four percent feedback was received. While the overall comments are positive, there are a few that are of concern.
- Step Exam Results
 - o One-hundred, sixteen (116) students from the Class of 2019 took Step 1. Ninety-eight percent (98%) passed with a mean of 229. The mean two years ago was 238, and last year the mean was 235. The national average last year was 228. The national average for this year will be released sometime in September/October. We will see if there was a national correction at that time.
 - o Ninety (90) students from the Class of 2018 took Step 2. Ninety-nine percent (99%) passed with a mean of 251. Last year's mean was 249. The national mean last year was 242.
- The AAMC Graduate Questionnaire and the Supplementary Benchmarking Reports were presented and discussed. There is still some concern with the mistreatment of students, particularly with the clerkship directors and nurses, and some students with each other. Also, the wellness indicators have revealed an increase in the burnout rate compared to previous years.
- The AAMC Graduate Questionnaire, the Independent Student Analysis (by the class of 2016-2019), the Self-study Report, and the Data Collection Instrument (DCI) were submitted to our LCME site team to review prior to their visit in October.