



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

Meeting Date: 5/19/2017

Start: 3:00 pm

End: 4:15 pm

Chaired by: Dr. Richard Peppler

Drs. Bellew, Berman, Castiglioni, Cendan, DiCampli, Dil, Gorman, Harris, Hernandez, Husain, Kay, Kibble, Klapheke, Peppler, and Selim. Ms. Berry, Ms. Borges, Ms. Castro-Pagan. Dr. Thompson (by phone).

Minutes

- Dr. Peppler gave a brief summary regarding the Internal Medicine/Family Medicine clerkship. The objectives have changed to incorporate the professionalism statement that CCom passed for all clerkships. The grading rubric has changed in response to the committee's concern. The percentage for the OSCE will be 10%, which is in line with what a majority of the core clerkships do. The faculty will be revising/developing at least two new cases to be used in June.
- **April 21, 2017 minutes were approved by members as submitted.**

Student Updates

- No students were in attendance. Based on the schedule, M3s just completed Capstone and M2s will begin core clerkships on Monday.

CSA Subcommittee – Dr. Castiglioni

- The Clinical Skills Assessment Subcommittee finished grading all of the M3 OSCE's. All students passed; however, 28 students failed the physical exam component of the OSCE as set by the committee's standards. Three students required formal remediation, and two required remediation at the beginning of the fourth year. Different accommodations were made for the others including watching the videos and completing a self-assessment.

LCT Subcommittee – Dr. Kay

- The final M3 Session at the VA SIMLearn Center on Friday, May 12th was successful. Dr. Peppler complimented Dr. Kay and her team for a job well done.

PES Subcommittee – Dr. Hernandez

- The Program Evaluation Subcommittee met and proposed the following changes to the PES manual:
 - o In order to ensure that the PES Chair has the essential background knowledge and experience, a chair-elect will be selected a minimum of 6 months before assuming the role.
 - o PES will be recruiting more members in the near future.
 - o A quorum will no longer represent 50%, but instead five voting members must be present to be considered a quorum.
 - o PES will provide reports to CCom as well as share data directly with M1/M2 and M3/M4 subcommittees on a timely basis to help facilitate any changes.
- **CCom members approved the changes to the PES manual.**
- PES Updates
 - o PES contributes to the development of the MD Annual Assessment Plan. It integrates what they do with our assessment plan, and with the LCME on an on-going basis. Drs. Bellew and Moran-Bano from PES will work with Dr. Selim and her team on this project.
 - o A Dashboard for Program Data will be developed to include key educational outcomes to be used as a resource for everyone. The key outcomes need to be developed.
 - o Clerkship reports will be requested in July.
 - o As of 2017-18, clerkship directors will only be asked to submit mid-year reports.

M1/M2 Subcommittee – Dr. Kibble

- Dr. Amy Holthouser, Associate Dean for Medical Education for the University of Louisville SOM, met with COM faculty. A proposal to share materials (cases) between organizations for assessment and group learning in particular was presented. CCom will be updated as this proposal progresses.
- Due to declining student engagement observed during small group cases, a Small Group Learning Task Force (SGLTF) has been established and charged with identifying a systematic solution to this problem by developing guidelines and best practices. Drs. Kay and Harris will chair/co-chair the SGLTF.
- Many Community of Practice sites for 2nd year students are no longer participating. The goal is to have 60 individual preceptors (each preceptor takes 2 students). Students need to experience rotations during the 2nd year to meet learning outcomes. Dr. DeCampli volunteered to recruit preceptors from Orlando Health. Ms. Castro-Pagan volunteered to review the volunteer faculty database, and identify individuals who may assist in this area.
- **CCom members approved making COP2 a single rotation that is not fixed on a particular setting, but that is more generic.**
- As a follow-up, Dr. Pepler asked Dr. Selim to work with Dr. Gerber on identifying all of the times in the curriculum that palliative care occurs.

M3/M4 Subcommittee – Dr. Klapheke

- The proposed links for M3/M4 student evaluation forms to Promobes were discussed. Changes include the following:
 1. Drop the word (Promobes) from the linkage.
 2. Yellow/red cards for M3s will be given by the clerkship directors.

3. Yellow/red cards for M4s will be given by the assistant dean of medical education.
- **CCom members approved these changes.**
 - Dr. Selim and her team are working on a number of policies that will be presented to CCom within the next couple of weeks. These policies will be formatted according to LCME numbering for standards/elements.
 - Opioid Curriculum Update: Drs. Klapheke and Pasarica presented the UCF curriculum on opioids for M1-M4 students through the AAMC Webinar.
 - Dr. Klapheke has joined the Council for Florida Medical School Deans Pain Management Group. This group, consisting of nine different medical schools, is in the process of setting up approximately 10 competencies that can be shared.
 - **The following course proposals were discussed and approved by members.**
 - o Aesthetic Plastic Surgery Rotation
 - o Forensic Pathology

LCME

- Dr. Pepler thanked Dr. Selim and her team for doing a great job during this process. The LCME site team will be announced soon. The Mock team is scheduled to visit August 21-24. All the materials will be submitted to LCME by the end of July.

Other Business:

- COM is currently interviewing for the next Associate Vice President for Health & IT. Dr. German has invited two candidates back for 3rd round interviews. The candidates are Mr. Michael Duong scheduled for May 24-25, and Dr. Ralph Zottola scheduled for May 30-31. Dr. Pepler asked those interested in meeting with these candidates to reach out to Ms. Borges so she can include them on their itineraries.
- Faculty have raised some concern about not being able to access the CCom minutes. CCom minutes as well as M1/M2 minutes and M3/M4 minutes are posted on the UCF College of Medicine website and can be found under 'Medical Education' → 'Curriculum News'. These minutes can also be found on the website for Student Affairs under GPS (good place to start).
- Congratulations to Dr. Christine Bellew who was awarded the Teaching Incentive Program Award (TIP), and Dr. Caridad Hernandez who was awarded the Scholarship on Teaching and Learning (SoTL) Award.
- What a difference 10 years makes: COM has grown considerably with 376 graduates to date. As COM continues to grow, the budget becomes tighter and tighter. As a result, two new positions (one for FIRE and one for Clinical Skills) were funded at the expense of adjunct faculty and travel funds in the FAA budget.
- There is a curricular retreat scheduled on June 16, 2017. Two outside speakers have been invited to speak about competency based curriculum and address curricular changes.