



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

Meeting Date: 4/20/2018

Start: 2:02 pm

End: 3:38 pm

Chaired by: Dr. Richard Peppler

Drs. Berman, Castiglioni, Cendan, Dil, Hernandez, Husain, Kauffman, Kay, Klapheke, LaRochelle, Mehta, Pasarica, Peppler, Rahman, Rubero, Selim, Verduin. Ms. Berry, Ms. Borges, Ms. Castro-Pagan, Ms. Dexter, M. Kommer, Fernandez (M4), and Thibeaux (M1).

Minutes

- **March 16, 2018 minutes were approved by members.**

Stemmler Grant Proposal – Dr. LaRochelle

- **CCom members approved the Stemmler Grant Proposal.** UCF will collaborate with USUHS and Georgetown to improve “at risk” learner scores for M3 students on the NBME shelf exam given at the end of the IM clerkship.

Pathway to Curriculum Evolution – Drs. Hernandez, LaRochelle, Harris, and Daroowalla

- **CCom members approved the process framework for Curriculum Evolution as proposed by Faculty Council based on John Kotter’s Eight Step Process of Successful Change to help guide the curriculum evolution effort.**
 - I. Establish a need for curricular change
 - 1. Create a sense of urgency
 - 2. Create a guiding coalition
 - II. Create a vision for the new curriculum
 - 3. Create a vision for change
 - 4. Communicate the vision
 - III. Design curriculum and obtain approval

- 5. Empower others to act
- 6. Generate short-term wins
- IV. Develop courses
 - 5. Empower others to act
 - 6. Generate short-term wins
 - 7. Consolidate gains and produce more change
- V. Implement and evaluate new curriculum
 - 7. Consolidate gains and produce more change
 - 8. Anchor new approaches in the institution

Curriculum Reform – Dr. Atsusi Hiram, Mr. Jason Pollock, and Ms. Ashley Smith

- Dr. Atsusi Hiram, Professor of Instructional Design & Technology at UCF, along with his team (Mr. Jason Pollock and Ms. Ashley Smith) will be assisting with curriculum reform. They will be first conducting a systemic and systematic needs assessment to create a common vision for change.
- To delineate the need for change, the needs assessment (NA) will seek to:
 - o Quantify and qualify optimal and actual curriculum outcomes, outputs, products, processes, and inputs (see Table 1, Page 3 depicting the five levels of organizational effort distinguished by the OEM Model);
 - o Identify and rank causes for discrepancies found between the optimals and actuals;
 - o Gather input and forward recommendations for formulating a solution system (in essence, a common vision for the new curriculum) based on the identified causes; and
 - o Establish metrics for monitoring the progress and determining the success of the curriculum innovation effort.
- The NA will be systematic in that it will follow an orderly and iterative process for gathering input on optimals, actuals, causes, and solutions from (a) key system stakeholders, (b) benchmark medical schools, and (c) published research and literature.
- Dr. Hiram and his team have proposed the following to complete the needs assessment.
 - o Draft NA plan, instruments, and IRB application April-May

- Present NA plan and submit IRB application May
- Implement NA plan and gather NA data May-July
- Compile NA data, and draft NA results and report July-August
- Present NA results and report August-September

Student Updates

- M1: Students met with Drs. Peppler and Verduin to discuss concerns regarding Florida Hospital. Students are also looking forward to the HB3 exam.
- M4: Students are in block 11 – last clinic rotations. Students are preparing for Residency Bootcamp starting April 30th – May 4th, and are looking forward to graduation on May 18th. Dr. Peppler thanked Jessica for her years of service on the MD Program Curriculum Committee, and wished her well in Wilmington and Philadelphia.
- M3: Katie was unable to attend, but she submitted a report in her absence. According to her report, students are still working on VSLO (visiting schools application process) requirements, which continue to be difficult to complete due to scheduling issues. Most students have heard back from some of the programs they applied to which is exciting. They are also gearing up for their last shelf exam in three weeks. Students have also completed their OSCEs this week, and hopefully all have performed well! They may need to send a reminder to schedule step 2 CS and CK for those students who haven't done so yet.

AAMC Questionnaire

- The AAMC Medical School Year 2 Questionnaire was discussed. Students were overall pleased with their experience at UCF College of Medicine.

M3/M4 Subcommittee – Dr. Klapheke

- **CCom members approved the following course proposals.** These courses are outside VSLO.
 - Clinical Pharmacology
 - Elective in Trichology
 - Introduction to the Ambulatory Surgical Center

- Reproductive Endocrinology and Infertility
- The M3/M4 reps presented to the M3/M4 subcommittee their request to reconsider P/F grading in the M3 year.

CSSC Subcommittee – Dr. Castiglioni

- **CCom members approved the Clerkship OSCE Feedback Policy.** This policy standardizes the process after students take the clerkship OSCEs in order to give students more detailed feedback on their performance. This will allow clerkship directors the opportunity to remediate those students not performing at the expected level.

PES Report – Dr. Peppler

- PES recommendations and IM/FM curriculum changes will be forwarded to CCom members for an electronic vote.