



University of Central Florida

College of Medicine

M.D. Program Curriculum Committee Minutes – M3/M4

Meeting Date: 11/9/2018

Start time: 8:30 AM

Adjourn time: 10:00 AM

Chaired by: Dr. Klapheke

Attendance: (Doctors) Berman, Daroowalla, Klapheke, Ladde, Lube, Mehta, Moran-Bano, Pasarica, Salazar, Tramont, Verduin (Staff), Ms. Anderson, Ms. Corsi, Ms. Cubero, Ms. Dexter, Ms. Griffin, Ms. Gotshall, Ms. Hasegawa, Ms. Linton, Ms. Marchand, Ms. Marchena, Ms. Newsum, Ms. Orr, Dr. Selim, Mr. Staack, (Students) N/A.

Agenda Item	Discussion/Conclusion	Recommendations/Actions	Responsible	Follow Up
Review Minutes	<ul style="list-style-type: none"> Review of minutes from 9/27/18 meeting. 	<ul style="list-style-type: none"> Minutes approved 	Dr. Klapheke	Completed
Announcements	<ul style="list-style-type: none"> Update on Clinical Partners – Dr. Klapheke Planning site visit to Ocala and North Florida. Meeting with Ocala on 12/5 		Dr. Klapheke	Completed
Student Updates	<ul style="list-style-type: none"> No student representatives present 		M3/M4 Student Representative	Completed
LCME data review	<ul style="list-style-type: none"> Student Performance and Clerkship Evaluation Data, especially Duty Hours, etc. One clerkship did not submit grades on time, but this was due to an “I” grade. One surgery student had a 4 week duty hour average that was a bit over 80 hours. 	<ul style="list-style-type: none"> During surgery orientation students will be reminded that if a student completed an aquifer case and sees a patient for an experience that they should report the patient experience instead of the aquifer case. Students are reminded during surgery orientation that they need to help take responsibility to be in compliance with duty hours. 	Dr. Selim and Ms. Orr	Completed
History of grade distribution	<ul style="list-style-type: none"> Grade distribution was reviewed for the all clerkships from 20017 – 2019. 	<ul style="list-style-type: none"> Dr. Berman wondered why we do not award C grades. 	Dr. Klapheke, Dr. Selim, Leslie	In Progress

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	<ul style="list-style-type: none"> Pediatrics, Neurology, and Psychiatry has awarded more A's than B's during the past 3 years. 	<ul style="list-style-type: none"> Dr. Klapheke mentioned that C grades are not often awarded in clerkships nationwide. Dr. Moran suggested that clerkship grades are completed like the SLOW letters and rate students in quartile per each clerkship. Dr. Ladde suggested moving to Honors, High Pass, Pass grades or we move to more strict guidelines for A's. Dr. Darowalla asked if we want to use a norm-based rank to grades. Dr. Salazar mentioned that grade distribution and ranking will be effected by making changes to grade distribution. Dr. Lube mentioned that the cutoff for the NBME score for an A has helped clerkships with grade distribution. Should we consider a cutoff NBME score for a B grade in the clerkship? Dr. Moran-Bano requested review of mean evaluation score for the clerkships. 	Marchand, and Dr. Ladde will form a Task Force to review Clerkship grading, especially in light of a recent scholarly review article on this topic in <u>Academic Medicine</u> .	
Review of 2019-2020 academic calendars for M3 and M4	<ul style="list-style-type: none"> Dr. Moran-Bano asked if the Pediatric clerkship orientation could be held on Friday November 8th due to Veteran's day on the following Monday. 	<ul style="list-style-type: none"> Calendars approved and will be sent to CCOM. 	Ms. Orr	Completed
Review of draft schedules for the M3 and M4 Capstone Weeks	<ul style="list-style-type: none"> Capstone schedules for M3 and M4 will be sent out via email for review. 		Dr. Klapheke Assessment and Dr. Klapheke	Completed
Suggested NBME policy	<ul style="list-style-type: none"> Delays of 6 weeks or more in the M3 year schedule will be taken into account when assigning quartiles for the NBME Shelf Exam score calculation. 	<ul style="list-style-type: none"> Motion accepted. Will be sent to CCOM for approval. 	Dr. Klapheke and Dr. Selim	
Meeting time for 2019 - 2020	<ul style="list-style-type: none"> Timing of M3/M4 meetings and of LCT sessions so that M3 student representatives do not miss the M3/M4 meeting: tentative plan is to change M3/M4 to 7:30am to 8:30am 	.	Dr. Klapheke	Completed
Shifts in the Surgery Clerkship Schedule	<ul style="list-style-type: none"> Move Surgery clerkship schedule to be three 4 week rotations. Currently have one 6-week rotation, and two 3-week selective. 	<ul style="list-style-type: none"> Schedule changes approved and will be sent to CCOM. 	Dr. Lube	Completed

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Review of Step 2 CS Results	<ul style="list-style-type: none"> Data from 2017 – 2018 the Step 2 was reviewed with the committee. 		Dr. Klapheke	Completed
CTAG Update	<ul style="list-style-type: none"> Well along in getting outcomes, and milestones, going out for 1st and 2nd level review. Retreat scheduled for review 12/19. Forming a phase 1 task force which will include the first two years of the curriculum. Open qualtrics survey for input on CTAG website. Student are involved on task force. Department chairs have recommended committee members. 		Dr. Daroowalla	Ongoing
M3 Clerkship OSCEs	<p>Due to the number of students and accommodations expected for the next academic year, the Clinical Skills and Simulation Center is proposing the following changes:</p> <ul style="list-style-type: none"> Make all clerkship OSCE stations equally timed: having different timings in different stations is inefficient when trying to run a larger number of students through. Having all stations be timed in the same way will allow regular scheduled students in a small block of time, and allow more time needed for 1 wave of accommodations. Schedule one clerkship OSCE per day: the projected number of learners and accommodations of two sequential clerkship OSCEs cannot longer be scheduled in one day, due to time/human resources constraints. Centralize the scheduling of 2019-20 clerkship OSCE dates through the Associate Director of Faculty and Academic Affairs and CSSC. 		Dr. Castiglioni	Completed
Review/approval of any new M4 course proposals	N/A		Ken Staack	
Next Meeting	Friday, December 21, 2018 - 8:30 AM Biomedical 103			