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## M.D. Program Curriculum Committee Meeting Minutes

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**Date:** January 18, 2019

**Time:** 2:02 PM – 2:43 PM

**Chaired by:** Dr. Richard Peppler

### In Attendance

Drs. Berman, Castiglioni, Cendan, Daroowalla, Dil, Gorman, Gros, Harris, M. Hernandez, Hirumi, Kay, Kibble, Klapheke, Lambert, Mehta, Pasarica, Peppler, Rubero, and Topping. Ms. Berry, Ms. Borges, Ms. Dexter, Ms. Kommer, Brennan (M4), Daines (M1), Erickson (M1), Kendall (M3), Mikhail (M2), Pollock (M3), and Thibeaux (M2). Dr. Casey, and Mr. Voorhees by phone.

### Approval of Minutes

December 21, 2018 minutes were approved as circulated.

### Student Updates

**M4s:** Most have completed the interview process and are preparing for Match Day.

**M3s:** Getting ready to submit their 4<sup>th</sup> year schedule.

**M2s:** Completing last minute credentialing and staying focused on the Skin and Musculoskeletal Systems module.

**M1s:** Doing well in Structure and Function. Completed last day in the anatomy lab.

### Dr. Gopal

Dr. Peppler introduced Dr. Gopal, an emeritus professor of anatomy from the National University of Singapore, who is visiting UCF to observe and learn about medical education in order to implement good practices at his institution.

### Subcommittees

#### M1/M2:

- M1/M2 curriculum sub-committee has received the biostatistics/epidemiology task force report. This task force was charged by the sub-committee to: 1) Review current learning objectives of epidemiology/biostatistics curriculum; 2) Plan for epidemiology and biostatistics sequencing and pedagogy; propose a calendar to include material in regular

calendar time; and 3) Based on the agreed upon sequence, identify M1/M2 modules that will host and assess the content. Further details and recommendations to come.

- SEPC Policy: CCom members approved the motion to amend pages 13 and 14 of the SEPC policy, replacing the statement that card citations can be appealed using the grade appeal mechanism with the following: “Yellow and red card citations for lapses in professionalism can be appealed to the SEPC. Appeals must be made in writing no less than five (5) business days prior to the SEPC meeting. Students may, in addition, present their case personally to the SEPC.”

### **M3/M4:**

- Update on affiliates:
  - o Two M3 students recently started their surgery clerkship rotations at Ocala.
  - o One M3 student will begin the family medicine clerkship rotation at Ocala and two students at North Florida Regional in Gainesville.
  - o Oviedo Medical Center and St. Cloud Regional Medical Center will also be sites for 3<sup>rd</sup> year rotations and 4<sup>th</sup> year electives.
  - o Central Florida Regional is being considered for possible internal medicine clerkship rotations.
- Update on surgery clerkship:
  - o The clerkship is going from 12 to eight weeks.
  - o Drs. Peppler and Klapheke have met with several candidates for the surgery clerkship director position.
  - o There are enough places for the four-week core clerkship elective in the 3<sup>rd</sup> year.
- Update on ob-gyn clerkship:
  - o The ob-gyn clerkship is still a work in progress.

### **CSAC:**

- The committee is working on two goals: 1) Standardize the clinical skills assessments throughout the four years, and 2) Develop a process to identify students potentially at risk of failing Step 2 CS.

## **Small Group Facilitator Program**

As a first step in conceptualizing a small group facilitator certification program, the MD program faculty were invited to a workshop to prioritize small group facilitator behaviors based on case type (simulation, clinical reasoning or kuracloud cases) as well as facilitator behaviors that would be expected in all small group case scenarios. Each group was given 15 facilitator behaviors and were asked to prioritize the top five based on case type. The essential facilitator behaviors were those behaviors identified by all groups (regardless of case type).

Fifteen faculty representing Medical Education, Internal Medicine, and Clinical Sciences were in attendance.

Faculty are encouraged to provide feedback.

## **CTAG/CTSG-O Update**

The Curriculum Transformation Advisory Group (CTAG) will meet next week, and schedule a meeting with Dr. Pepler soon after.

## **Office of Student Affairs Update**

Dr. Salazar will be retiring effective March 15, 2019. He has been a wonderful faculty member and Assistant Dean of Students, and will be missed tremendously.

Dr. Kibble has been appointed to assume the vacancy left by Dr. Salazar, and he will join Dr. Fagan as one of the two Assistant Deans of Students effective March 8, 2019. Dr. Kibble will continue to teach students in the M1 and M2 years and will transition out of his Assistant Dean of Medical Education role later this semester.