**University of Central Florida**

**College of Medicine**

 **M1/M2 Minutes**

Meeting Date: 04/12/2019 Start Time: 3:03p Adjourn Time: 4:52p

Chair: Dr. LaRochelle

Attendance: Drs. LaRochelle, M. Hernandez, Kauffman, Cendan, Dil, Gros, Ebert, Berman, Rahman, C. Hernandez, Kay, Plochocki, Lambert, Daroowalla, Peppler, Harris, Castiglioni, Garbayo, Hines, Deedra Walton, Liz Ivey, Phil Bellew, Nadine Dexter, Christie Hasegawa, Margaret Orr, Patrick Kroening, Anuj Kunadia

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| Agenda Item | Discussion | Decisions |
| Approval of minutes | * Clarification regarding biostats/epidemiology portion
	+ Final proposal went to curriculum committee, what passed in March were minor grammatical edits
 | * Approved
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| Announcements | * M1 hiring process
	+ Posted 4/5, closes 4/18
* Meetings with individual directors
	+ Director planning presentations in advance of respective modules (2-3 months)
	+ Unification of module calendars into one excel file
* Exam review process
	+ Move away from a few individuals evaluating close to when exam is due 🡪 have a group of faculty writing items with input from directors, to keep exam items more cohesive. Content authority stays with directors.
	+ Standardization of detail asked on exams
* Zoe Brown-Weismann is retiring, Dr. Verduin is covering the logistics of SASS office in the interim
* Second Chapman Humanism in Medicine grand rounds on 4/18 at 1:00
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| Student report | * Mock midterm meeting, no other updates
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| Contacts for curricular simulation events (Dan Fran, Carolina Marchena) | * Reminder: any simulation activity (SPs, activity in sim lab) should reach out to both Carolina and Dan
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| Class attendance tracking | * Attendance data vs performance, extended to review longitudinally from start of M1 through M2, and beyond
* Permission needed to collect attendance data in modules/clerkships, for both mandatory and non-mandatory sessions
* New app: SpotterEDU is being piloted/tested by Ed Tech in S-1, equipment can detect when students enter into the area of a mandatory session
* How Webcourses tracks student usage right now
* **Motion**: Collection of de-identified student attendance data for both mandatory and non-mandatory sessions throughout M1/M2 only for the purposes of the proposed study.
 | * Approved
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| Biostats/epidemiology curriculum and assessment | * Summary of white paper/previous implementation
* Content is now part of the HB modules, with comprehensive epi/biostats exam at the end of M1
	+ Initial specifics on how content might be integrated into each module
	+ Where/how the content is assessed, possibility of T grade if a student consistently struggles
	+ Possibility of utilizing the portfolio system, inquiry/other models
* Content taught/assessed in each module to be covered in future M1/M2 meetings
* Exam on May 14, 2020 vs alternative dates (5/8/2020 or 5/18/2020)
* Feasibility of moving S-1 time into HB modules to smooth exam burden
* **Motion**: Finish curriculum by the end of HB-3, eliminating the 4 hours in the S-1 module with the final exam tentatively scheduled for the first week of S-1. No additional time will be added to previously modules beyond the initially approved proposal.
 | * Approved
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| Other business | * **Assessment schedule updated**
	+ P-1 CSE and HB-2 midterm timing
	+ PDFs of dates of modules/exams to be updated to reflect M1-M3 overview
* **Amyloidosis content and support**
	+ S1, S3, S4, S5: Opportunity to use the resources/educational material created at the national level along with content that covers it in these modules.
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