



University of Central Florida

College of Medicine

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

Meeting Date: 3/29/2019

Start time: 8:30 AM

Adjourn time: 10:00 AM

Chaired by: Dr. Klapheke

Attendance: (Doctors) Berman, Daroowalla, Klapheke, Mehta, Pasarica, Smallwood, Tramont (Staff), Ms. Anderson, Mr. Franceschini, Ms. Gilfedder, Ms. Hasegawa, Ms. Kennedy, Mr. Larkin, Ms. Linton, Ms. Marchena, Ms. Newsum, Mr. Orengo, Ms. Orr, Dr. Selim, Mr. Staack, Ms. Walton (Students) Ms. Sterling

Agenda Item	Discussion/Conclusion	Recommendations/Actions	Responsible	Follow Up
Review Minutes	<ul style="list-style-type: none"> Review of minutes from 2/15/19 meeting. 	<ul style="list-style-type: none"> Minutes approved 	Dr. Klapheke	Completed
Announcements	<ul style="list-style-type: none"> Starting with Block 1 in 2019-2020, M3/M4 meetings will be on the final Fridays at 7:30am. Beginning with the 2019-2020 academic year, direct communications regarding simulation events to BOTH Dan Fran and Carolina Marchena. 		Dr. Klapheke	Completed
Student Updates	<ul style="list-style-type: none"> No updates were given. 		M3/M4 Student Representative	Completed
LCME Data Review	<ul style="list-style-type: none"> Student performance and Clerkship evaluation data, especially duty hours, etc. <ul style="list-style-type: none"> Data looks good. 	<ul style="list-style-type: none"> "I" grades must be submitted on time, just like all other grades. 	Dr. Selim and Ms. Orr	Completed
Evaluation Form for M3 Electives	<ul style="list-style-type: none"> Form was presented to the committee. Pass/Fail 	<ul style="list-style-type: none"> Evaluation form is essentially the same as the one for M4 electives. 	Dr. Klapheke	In progress
Review/Approval of New M3 Elective Proposals	<ul style="list-style-type: none"> Orthopedic Spine Surgery <ul style="list-style-type: none"> The instructor is associated with a private practice. It was recommended that, to begin, there only be 1 student rotateing at a time. 	<ul style="list-style-type: none"> Approved. Passing to curriculum committee. 	Dr. Klapheke	Completed
Review/Approval of New M4 Electives	<ul style="list-style-type: none"> Introduction to Orthopedic Surgery and Musculoskeletal Care <ul style="list-style-type: none"> Dr. Taitano recommends having 1 student rotate at a time. 	<ul style="list-style-type: none"> If a preceptor is affiliated with a FH site, students are not permitted to rotate with them while at the site. 	Dr. Klapheke	Completed

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		<ul style="list-style-type: none"> • Add a section on the form to specify the sites where students will be rotating. • Approved. Passing to curriculum committee. 		
CTAG Update	<ul style="list-style-type: none"> • Had a meeting with the steering group. Distributed outcomes for new curriculum to faculty and students. • Need high return rates/feedback. • This will define the new curriculum. • Input will be taken into account and brought to the curriculum meeting for approval. 	<ul style="list-style-type: none"> • Next step will be planning how the clerkship and preclinical curriculum phase will go. 	Dr. Daroowalla	Completed
Clerkship Orientations	<ul style="list-style-type: none"> • With the loss of our local partners, and more students having to travel to their rotations, having Orientation on the Friday following a Shelf Exam will enable students some face-to-face time with the Clerkship Director before they have to travel, and will reduce the missed time from a rotation. <ul style="list-style-type: none"> • Proposal: <ol style="list-style-type: none"> a. Have Clerkship Orientations immediately following the M3-M4 meetings with Student Affairs and IPE/Longitudinal Sessions after that or b. Have all IPE and Longitudinal sessions on Friday mornings, any Student Affairs sessions done by 1:00, and Clerkship Orientations from 1:00-3:00 PM. • Rationale: <ol style="list-style-type: none"> a. This will enable starting all Clerkships on the first Monday of the Block. b. Any travelers will be able to get to their sites over the weekend and settle in. c. This will assist with maximizing the experience of the students in the first 4-week block, especially for Core rotations, which for Surgery have been shortened from 6 to 4 weeks. d. It will help to accommodate our long-distance Clerkship Director to be able to meet with all students as often as possible. 	<ul style="list-style-type: none"> • Ensuring that the clerkships have the time that they need immediately after the M3/M4 meeting on Friday to complete orientations. LCT, student affairs, etc need to be in agreement. • Implement orientations on Thursday after Shelf Exam or on that Friday. • Student representative agrees that orientations should occur on Friday. • Room scarcity may be an issue. BSBS may be an option for room needs. • Dr. Klapheke will meet with Dr. Kay to discuss further. • Clinical Skills should be able to accommodate. 	Dr. Taitano	Completed

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Ongoing Agenda Discussion Item	<ul style="list-style-type: none"> • F/U on FERPA and student's right to know all the individuals who evaluated them – Alisha Corsi <ul style="list-style-type: none"> • Students are not entitled to know all of the individuals who evaluated them – per formal UCF interpretation of FERPA. • Should we implement a uniform process for grading across the clerkships? • People are less likely to write candid comments if their name is tied to it. • We should empower faculty to state their opinions whether positive or negative. • Negative comments seem to be lacking even in cases where concerns were raised by the student's performance. • Students desire the support of the faculty to voice their disagreement with comments which they feel or wrong or unjust. • F/U on Grade Appeals: ensure handbook indicates M3 grade appeals should be made directly to the Clerkship Director (not to the preceptor or resident), with subsequent appeals only as outlined in the appeal policy. Students inappropriately approaching preceptors about a grade change may be warned or assessed a Yellow Card for unprofessional behavior – Dr. Klapheke <ul style="list-style-type: none"> • Policy states that students must submit a written appeal to the Clerkship Director. • There is also a time limit specified. • F/U on Changes to Psychiatry Clerkship Grading for 2019-2020 – Dr. Klapheke <ul style="list-style-type: none"> • Faculty members expressed that any significant changes should be implemented across all of the clerkships. • Proposal includes that we not move to a pass/fail approach. Instead we will keep letter grades and not specify shelf scores for Psychiatry Clerkship. • F/U on Changes to IM/FM Clerkship Grading for 2019-2020 – Dr. Daroowalla <ul style="list-style-type: none"> • Curriculum committee denied proposal to include honors. 	<ul style="list-style-type: none"> • Utilize Oasis to document concerns. • Psychiatry Clerkship Grading Policy Proposal <ul style="list-style-type: none"> • Approved. • IM/FM Clerkship Grading Policy Proposal <ul style="list-style-type: none"> • Approved. • Surgery Clerkship Grading Policy Proposal <ul style="list-style-type: none"> • Approved • Student representative fears that including shelf scores will cause students to overemphasize studying for the exam instead of focusing on the clerkship experience. 	Multiple	Completed

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	<ul style="list-style-type: none"> • Make the narrative more robust and include as much objective data as possible to paint a picture of the student overall. • Proposing no change to the grading system as it is; however, the summative narrative will include the performance on OSCE, quizzes, professionalism, late assignments, unexcused absences. Formative comments that benefit students will be moved to summative. • Proposed Changes to the Surgery Clerkship <ul style="list-style-type: none"> • Changes included in handout. • Concern that students will state that they have not seen a rare and unusual condition in order to complete the new case report written assignment. Dr. Taitano will edit the assignment instructions to include more general encounters, but the student will have to elaborate as to why it was substantial to their learning experience. • Minor Grading rubric changes for 2019-2020 – Dr. Taitano • Standardization of Clerkship grading for 2020-2021: must be supported by CTAG and consistent with Assessment Philosophy of UCF COM, M1-M4. <ul style="list-style-type: none"> • Include NBME Shelf Exam scores and other objective performance data (OSCE performance, etc.) for each clerkship? <p>Eliminate NBME Shelf Exam scores as determinants of "A"</p>			
Next Meeting	<ul style="list-style-type: none"> • Friday, May 10, 2019 - 8:30 AM COM 101 	•		