**University of Central Florida**

**College of Medicine**

 **M1/M2 Minutes**

Meeting Date: 08/09/2019 Start Time: 3:04p Adjourn Time: 4:25p

Chair: Dr. LaRochelle

Attendance: Drs. LaRochelle, Harris, Plochocki, Ebert, Peppler, Cendan, Simms-Cendan, Gorman, Dil, Kauffman, Topping, Daroowalla, Gros, Verduin, Rahman, Amanda Blom, Liz Ivey, Nadine Dexter, Allison Carli, Phil Bellew, Deedra Walton, Rel Larkin, Alisha Corsi, Christie Hasegawa, Margaret Orr, Student rep: Patrick Kroenung, Anuj Kunadia

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| Agenda Item | Discussion | Decisions |
| Approval of minutes |  | * Approved
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| Announcements | * Pharm and neuro search updates:
	+ Moving forward with neuro search
	+ Meeting with Dr. Gorman and Dr. Cendan soon regarding pharmacology
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| Student report |  |  |
| CTAG update | * Sept 14th retreat
	+ 10 members oversee multiple committees
	+ Governance, integrated pedagogy & content, assessment/evaluation, learning environment, scholarship committees will each have 6-8 members
	+ Subcommitees and COM will become more acquainted at the retreat
	+ Reaction panels: committees can take in broader input from a large number of people
	+ Summary of faculty check-in with faculty life, encourage more communication with and between faculty
	+ Website and future updates
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| Combined module calendars in SharePoint | * Merging module documents into one file, updated in a centralized location
* Maintaining same format between modules so sessions are recognizable
* Coordinating with assessment and student affairs, new PKM personnel
* Preliminary discussion on how granular a centralized calendar should be
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| FIRE Epi/Biostats & SPSS access | * Mandatory sessions/attendance and how they’re represented to students in FIRE
* Hours vs out of class work policy
* Consistency of session requirements between modules
* Communications to integrate content covered for the rest of the modules
* SPSS
	+ Library has two laptops with SPSS loaded, can be borrowed for a few weeks
	+ Students with a note from mentor can have access to install SPSS
	+ App is also available
	+ Dedicated computers in the library can also sign in and use SPSS
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| Survey results – Panopto | * Faculty responded that they don’t want recordings livestreamed or downloadable
* Student preference vs issues with redistribution
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| HB-2 presentation | * HB-2 presentation and summary
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| Other business |  |  |