**M.D. Program Curriculum Committee Meeting Minutes**

**Date**: October 18, 2019 **Time**: 2:02 PM – 2:54 PM

**Chaired by**: Dr. Richard Peppler

# **In Attendance**

Drs. Berman, Castiglioni, Cendan, Dexter, Dil, Gorman, Gros, Hirumi, Kay, Klapheke, Lambert, La Rochelle, Mehta, Pasarica, Peppler, Rahman, and Rubero. Ms. Berry, Ms. Borges, Ms. Corsi, Ms. Orr, Lessans (M2), Mikhail (M3). Drs. Harris, Thompson, Topping, and Voorhees by phone.

# **Approval of Minutes**

* September 20, 2019 minutes were approved as circulated except for the following revision.
* CTAG and CTEC have ~~decided~~ recommended not to move forward with a full curriculum transformation at this time until appropriate resources for changes are identified.

# **M1/M2 Subcommittee**

* The members approved the proposed early academic start date to begin a week earlier to last week in July. This schedule includes hurricane days and will only apply to the first and second academic years.

# **Student Updates**

* (M3s)
* Pleased with the last IPE event.
* Waiting on the survey for the LCT sessions.
* Received notice to register for the Step 2 exam; wondering if there will be any guidance as to when to take the exam.
* No issues at Osceola.
* Positive feedback on faculty and housing at Bay Pines.
* Concerns at North Florida with OB-GYN due to very few cases. Dr. Peppler has a meeting scheduled at North Florida and will address this concern.
* HCA policy, which does not allow medical students to shadow at HCA sites, is causing some anxiety with students.
* (M2s)
* Have been informed of the process of registering for Step 1 and signing up for third year rotations and clerkships.

# **M3/M4 Subcommittee**

* Members approved the proposed M3 & M4 calendars for 2020-2021.
* Members approved the proposed policy changes in the number of excused absences/per rotation:
	+ 1 day for a 2-week rotation, 2 days for a 4-week rotation, 3 days for a 6-week rotation. All 3rd year rotations will be capped at 3 days of excused absences.
	+ Any excused absences more than these limits will need to be made up, e.g., if a student has four excused absences during a 6-week rotation, they will need to plan with the clerkship director on how to make up 1 day (perhaps through weekend or on-call duties).
* Ward Ethics M4 2-week elective was tabled. Members have asked for clarification.

**Announcements/Updates**

* Dr. Peppler shared the AAMC Residency form.The AAMC is seeking input on a proposed AAMC initiative to enhance the transition to residency**.** They are currently exploring the development of a national, standardized process for program directors to provide feedback on the readiness of their residents for PGY-1 training.
* The Curriculum Transformation Executive Committee (CTEC) will be meeting with Dr. German to discuss the plan moving forward.
* Dr. Peppler shared a positive letter from an attending about one of our students.

**Action Items**

* Andrea Berry to submit the Ward Ethics elective to faculty for clarification.