



M.D. Program Curriculum Committee Meeting Minutes

Date: January 17, 2020

Time: 2:03 PM – 2:57 PM

Chaired by: Dr. Richard Peppler

In Attendance

Drs. Berman, Castiglioni, Cendan, Dexter, Dil, Gros, Harris, Hirumi, Kay, Kibble, Klapheke, Lambert, LaRochelle, Peppler, Selim, and Topping. Ms. Berry, Ms. Borges, Ms. Corsi, Ms. Kommer, Ms. Orr, and Mr. Voorhees. Erickson (M2), Maag (M1), Mikhail (M3), and Wilhelm (M1). Dr. Casey, Dr. Fagan, and Mr. Larkin via phone.

Approval of Minutes

- December 20, 2019 minutes were approved as circulated.

Student Updates

- (M3s)
 - Third year class is doing well.
 - Students were given VISLO access (on-line application process for applying to away rotations for 4th year electives). Students are beginning to look at their away programs and completing their immunization forms.
- (M2s)
 - Received their orientation for the Step 1 exam.
 - Students have been assigned to their individual rotations and clerkships.
- (M1s)
 - Students are doing well.
 - Completed the anatomy lab sessions.

Online Courses and Degrees for Admission

- Members approved accepting online courses and degrees for applicants.

M3/M4 Subcommittee

- A comparison of the M4 clinical requirements at four other Florida medical schools reveals that the clinical requirements of M4 year at UCF COM are less vigorous with regards to the number of required clinical rotations. Since M4 schedules are due very soon from the rising M4 class, it is not reasonable to increase the number of required M4 clinical rotations at this time. The following recommendations were made moving forward.
 1. Recruit additional M4 clinical rotations
 2. Reassess the number of unused 2020-2021 M4 clinical rotation spots in November of 2020, before deciding if it is feasible to change the clinical requirements for M4 year in 2021-2022

PES

- Members approved the formation of the Evaluation Review Task Force to ensure that program quality is maintained and enhanced. The task force will be charged to:
 1. review current and relevant literature pertaining to program, course, clerkship, faculty, and session evaluations;
 2. ensure that the proposed changes exceed LCME standards and provide actionable data to be used by multiple stakeholders; and
 3. recommend changes and/or alterations to the current evaluation process to the Program Evaluation Subcommittee and MD Program Curriculum Committee.

Hospital Partners

- COM will be taking over the housing process at Bay Pines beginning April 9th. Dr. Pepler reached out to those students scheduled at Bay Pines to inform them of this change.
- Experiences at Heart of Florida will continue only until April 10th. Alternative placements in Surgery, OB and Neurology are being developed at Poinciana Medical Center and St. Cloud Regional Medical Center.
- The Dean is in the process of scheduling meetings with the leadership from Advent Health and Orlando Regional Medical Center to discuss future collaboration with UCF College of Medicine.

Action Items

- No action items at this time.