



**University of Central Florida  
College of Medicine  
M.D. Program Curriculum Committee Minutes – M3/M4**

**Meeting Date:** 12/20/2019

**Start time:** 7:30 AM

**Adjourn time:** 9:00 AM

**Chaired by:** Dr. Klapheke

**Attendance:** (Doctors) Berman, Boucher, Caceres, Daroowalla, Kibble, Klapheke, Moran-Bano, Osborne, Pasarica, Pepler, Rubero, Taitano, Verduin (Staff), Ms. Anderson, Ms. Blom, Ms. Corsi, Ms. Cubero, Mr. Franceschini, Ms. Gilfedder, Ms. Hasegawa, Ms. Kennedy, Ms. Linton, Ms. Newsum, Mr. Orengo, Ms. Orr, Dr. Selim, Mr. Vorhees, Ms. Walton (Students) Meena Kanhai MS3, Jacob Renuart MS3

<b>Agenda Item</b>	<b>Discussion/Conclusion</b>	<b>Recommendations/Actions</b>	<b>Responsible</b>	<b>Follow Up</b>
<b>Review Minutes</b>	<ul style="list-style-type: none"> <li>• Review of minutes from 11/8/2019 meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Minutes approved</li> </ul>	Dr. Klapheke	Completed
<b>Announcements</b>	<ul style="list-style-type: none"> <li>• Welcome to Maria Kierulf, UME coordinator at NCH who interfaces with all Clerkship Directors and Administrators who send students to Nemours.</li> <li>• Introductions of our two new OB-GYN Co-Clerkship Directors: Dr. Donna Boucher (NFRMC) and Dr. Susanne Osborne (Osceola RMC)               <ul style="list-style-type: none"> <li>○ Dr. Caceres will continue to mentor students and take part in the educational program in the beginning of the academic year(s).</li> </ul> </li> <li>• Option during M3 Capstone: free NBME Health Systems Science Exam               <ul style="list-style-type: none"> <li>○ Optional - to occur on Wednesday afternoon during M3 Capstone week.</li> <li>○ Any way to incentivize it?</li> </ul> </li> <li>• Update on clinical partners – Dr. Pepler               <ul style="list-style-type: none"> <li>○ Poinciana – possible site for Surgery</li> <li>○ St. Cloud – GYN and Neurology opportunities.</li> </ul> </li> </ul>		Dr. Klapheke	In-Progress

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	<ul style="list-style-type: none"> <li>○ Dr. Pepler and the Dean will be traveling to Bay Pines to meet the new Chief of Staff to discuss residents in neurology and psychiatry being at the hospital.</li> </ul>			
<b>Student Updates</b>	<ul style="list-style-type: none"> <li>● MS3 representative Jacob Renuart inquired about the status of Heart of Florida and students rotating to the site during clerkships.               <ul style="list-style-type: none"> <li>○ Students will remain at Heart of Florida going into 2020.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Dr. Taitano discussed the “Undifferentiated Medical Student” podcast as a resource for students.</li> </ul>	M3/M4 Student Representative – Jacob Renuart (MS3) & Meena Kanhai (MS3)	In-Progress
<b>Summary of Mid 2019-2020 M4 Student Evaluations of Rotations and Faculty</b>	<ul style="list-style-type: none"> <li>● Very positive overall.</li> <li>● In general: M4 students would like a better understanding of expectations at the start of rotations; M4 students desire more feedback from preceptors and more hands-on patient responsibility.</li> </ul>		Dr. Klapheke	In-Progress
<b>LCME Data Review Student Performance and Clerkship Evaluation Data, especially Duty Hours, etc.</b>	<ul style="list-style-type: none"> <li>● Increase in alternative experiences utilized in OBGYN and Surgery. Continue to monitor.</li> <li>● Change in numbers for Surgery was anticipated due to the loss of clinical sites.</li> </ul>		Dr. Selim and Ms. Orr	In-Progress
<b>CTAG Update</b>	<ul style="list-style-type: none"> <li>● Had a productive meeting with Dr. German and Dr. Pepler with a larger group known as CTEC – Curriculum Transformation Executive Committee.</li> <li>● CTEC presented a proposal for new objectives and vision.</li> <li>● Will seek assistance with various task forces from faculty, staff, and students.</li> <li>● Incorporates a shortening of foundational sciences and changing the M3/M4 schedule (e.g., possible Intersessions).</li> </ul>		Dr. Darowalla	In-Progress
<b>Student Requests to Change Clerkship Sites</b>	<ul style="list-style-type: none"> <li>● Enormous logistics involved in this process, much of which is out of the hands of the college.</li> <li>● Trying to formalize the process due to constant student requests.</li> <li>● Will need to be submitted at least 8 weeks in advance.</li> <li>● Will attempt to accommodate students whenever possible.</li> </ul>	<ul style="list-style-type: none"> <li>● Create a flow chart for students and faculty outlining the process?</li> <li>● The form needs to be revised so that there is no ambiguity about how requests are specifically processed.</li> </ul>	Dr. Klapheke & Mr. Staack	In-Progress

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	<ul style="list-style-type: none"> <li>• The form will be sent to clerkship director and administrator, with a copy to Ken Staack.</li> <li>• Form will be located on GPS and class webcourse page.</li> </ul>			
<b>Rubric for Subcommittee to Review New M3/M4 Elective Proposals</b>	<ul style="list-style-type: none"> <li>• Implementing a small work group to review proposals – including Dr. Klapheke, a member from the library team, and a content expert (surgery, psychiatry, etc.)</li> </ul>		Dr. Klapheke	In-Progress
<b>RIME as a Possible Assessment Rubric at M3/M4</b>	<ul style="list-style-type: none"> <li>• Dr. LaRochelle presented a PowerPoint on RIME assessment rubric.</li> <li>• Challenge with disseminating to all affiliate and volunteer faculty and having them buy-in.</li> </ul>	<ul style="list-style-type: none"> <li>• Presentation will be disseminated to the committee.</li> </ul>	Dr. LaRochelle	In-Progress
<b>Discussion about 4<sup>th</sup> year rotations at OH and Advent Health and whether or not we should still be considering them home rotations</b>	<ul style="list-style-type: none"> <li>• Do we consider OH and Advent Health rotations to be away rotations?</li> <li>• Under the proposal, rotations at OH and Advent Health would become independent studies. This would in particular facilitate students in EM rotations.</li> <li>• Considering to introduce this beginning with the next academic year.</li> </ul>		Ms. Corsi	In-Progress
<b>Standardization of Clerkship Grading Rubrics and Narratives for 2020-2021? Considerations:</b>	<ul style="list-style-type: none"> <li>• Must be supported by CTAG and consistent with assessment philosophy of UCF COM, M1-M4.</li> <li>• Include NBME Shelf Exam scores and other objective performance data (OSCE performance, etc.) for each clerkship? <ul style="list-style-type: none"> <li>○ Concern that students would forgo clinical opportunities in order to study for the exam.</li> </ul> </li> <li>• Eliminate NBME Shelf Exam cutoff score determinants of “A”? <ul style="list-style-type: none"> <li>○ Currently must be in at least the 70<sup>th</sup> percentile in order to achieve an “A”.</li> </ul> </li> </ul>		Dr. Klapheke	In-Progress
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>• Friday, February 14, 2020 - 7:30 AM COM 101</li> </ul>			