

**University of Central Florida  
College of Medicine  
M1/M2 Minutes**

Meeting Date: 12/13/2019

Start Time: 3:03p

Adjourn Time: 4:22p

Chair: Dr. LaRochelle

Attendance: Drs. LaRochelle, Lambert, Daroowalla, Gros, Castiglioni, Kauffman, Dexter, Gorman, Plochocki, Peppler, Berman, Dil, Kay, Verduin, Topping, Selim, Davey | Phil Bellew, Amanda Blom, Allison Kommer, Christie Hasegawa, Dale Voorhees, Margaret Orr, Student Reps: Anuj Kunadia, Patrick Kroenung, Daniel Sturt, Kimberly Munoz

Agenda Item	Discussion	Decisions
Approve minutes	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Approved</li> </ul>
Announcements	<ul style="list-style-type: none"> <li>• Position updates</li> <li>• Pathology – new faculty starts in March (50%), searching for a second pathologist               <ul style="list-style-type: none"> <li>• Pending discussion for how modules should use pathology faculty after the holidays</li> </ul> </li> <li>• Clinician educator – pharmacology &amp; other topics, covering all four years, position description pending</li> <li>• Neurology – No applicants yet, the search will be expanded</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Student report	<ul style="list-style-type: none"> <li>• M1 – Met with HB-2 and P-1 faculty, the courses are going well</li> <li>• M2 – No issues to report at present, students are beginning to consider step and 3<sup>rd</sup> year in addition to M2 modules</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Module presentations – C1	<ul style="list-style-type: none"> <li>• C1 Presentation – summary of course               <ul style="list-style-type: none"> <li>• How C-1 might overlap or relate to other sessions throughout the curriculum</li> <li>• Topics that might be more salient after students have experienced clerkships, or using clerkships to reinforce content touched on earlier in curriculum</li> <li>• Difficulty assessing skills related to this content</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

	<ul style="list-style-type: none"> <li>• Students concentrating on other content as exams approach, opportunity to experience/remind themselves about practicing medicine as their goal</li> <li>• Presentations in January meeting: HB-3 and S-6</li> </ul>	
Other business	<ul style="list-style-type: none"> <li>• Professionalism outside curriculum <ul style="list-style-type: none"> <li>• Service &amp; research activities: student professionalism applies at these events (they are considered part of curriculum)</li> <li>• Inappropriate attribution in authorships: faculty names placed on abstracts without faculty knowing it. Students are already given instruction to handle attribution properly. Possibility of having a checkpoint to review posters/materials before officially presenting them, or additional information given to students.</li> <li>• Reminders near times of submission/publishing, template/checklist</li> </ul> </li> <li>• Facilities <ul style="list-style-type: none"> <li>• Room setup – process for work being done in room and who is contacted <ul style="list-style-type: none"> <li>▪ Time run-up interfering with sessions following</li> </ul> </li> <li>• GME/other requests involving adjacent rooms</li> <li>• Ways to improve communication of room usage + catching potential issues in advance</li> </ul> </li> <li>• Announcement timing <ul style="list-style-type: none"> <li>• Avoid making large announcements during class time; they can be disruptive</li> <li>• Possibility of standard/bulk announcement timing</li> <li>• Current systems/automated announcements</li> </ul> </li> <li>• Clinical skills center scheduling <ul style="list-style-type: none"> <li>• Planning 2021 calendar, conflicts with M3 and POM</li> <li>• Changes to calendars well in advance, communication between modules</li> <li>• Confirm clinical skills scheduling close to module start to make sure room reservations are still as expected</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>