



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

Meeting Date: 07/10/2020

Start time: 8:00 AM

Adjourn time: 9:30 AM

Chaired by: Dr. Klapheke

Zoom Attendance: (Doctors) Berman, Boucher, Castiglioni, Darowalla, Fagan, Kibble, Klapheke, LaRochelle, Moran-Bano, Osborne, Pasarica, Peppler, Rubero, Taitano, Verduin (Staff) Ms. Anderson, Ms. Berry, Ms. Corsi, Ms. Cubero, Dr. Dexter, Mr. Franceshini, Ms. Gilfedder, Ms. Hasegawa, Ms. Kierulf, Mr. Larkin, Ms. Linton, Ms. Marchand, Ms. Marchena, Ms. Newsum, Mr. Orengo, Ms. Ramos, Mr. Staack, Ms. Walton, Mr. Voorhees (Students) Jacob Renuart MS4, Bradley Richey MS3, Spencer Lessans MS3, Stephanie Erickson MS3, Clayton Welsh MS3, Brandon Foley MS3

Agenda Item	Discussion/Conclusion	Recommendations/Actions	Responsible	Follow Up
Review Minutes	<ul style="list-style-type: none"> • Review of minutes from 6/12/2020 meeting. 	<ul style="list-style-type: none"> • Minutes approved. 	Dr. Klapheke	Complete
Announcements	<ul style="list-style-type: none"> • Update on clinical partners – Dr. Peppler <ul style="list-style-type: none"> ○ HCA – Poinciana will not be taking medical students until further notice. ○ Elective surgeries may start to be restricted at sites due to COVID-19. ○ Class of 2021: Step 2 – 47 students have recorded a mean score of 254. ○ Class of 2022: 54 students have recorded a mean score of 245. • Dr. Castiglioni has proposed an M4 OSCE during the week of February 2, 2021. To be held either in person or online, depending on COVID. Alternatively, it could be on consecutive Mondays during February or April. This would take the place of end of M3 OSCE and would be a graduation requirement. • Update on Transition to Core Clerkships course – Dr. Klapheke 	<ul style="list-style-type: none"> • Due to the evolving COVID-19 pandemic, the next few M3/M4 meetings will be held every Friday until further notice. 	Dr. Klapheke	Complete

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	<ul style="list-style-type: none"> ○ Going well from the faculty standpoint. ● Reminder: Out-of-Orlando rotations end at noon the day before NBME shelf exams – Dr. Klapheke ● Block 3/4 Shelf Exam has been moved to December 16th. Allows students an extra clinical day. ● Final Friday of Block 4 – clinical duties will end at 5PM. Outside of Orlando rotations will end at 12PM. ● IPE will be asynchronous with clerkships this fall – Dr. Klapheke <ul style="list-style-type: none"> ○ Will be completed remotely. 			
Student Updates	<ul style="list-style-type: none"> ● Plan C Proposed Modified M3-M4 2020-2021 student feedback <ul style="list-style-type: none"> ○ The plan seems quite acceptable from the student’s perspective. ○ Some students are curious about the prospect of combining plans B and C. ○ Question from some students as to whether they will not receive a quality experience if they were to be sent back in the middle of the pandemic with restrictions on elective procedures, etc. ○ Class was polled and the majority of M3 students would prefer to stay with Plan B if possible. ● M4 Graduation Requirements <ul style="list-style-type: none"> ○ Create a webpage on GPS addressing FAQs on graduation requirements as there is some concern amongst the current M4 class? ○ COM Administration is flexible and willing to consider certain exemptions on a case by case basis due to COVID. ● Class of 2022 would like to explore the possibility of adding an honors component to the new P/F grading scheme for clerkship grading. 	Exemption form will be posted on GPS.	MS4 Jacob Renuart, MS3s Spencer Lessans and Stephanie Erickson	Complete

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Review/Approval of Grading Rubrics	<ul style="list-style-type: none"> • OBGYN 	<ul style="list-style-type: none"> • Approved. Passing to curriculum committee. 	Dr. Klapheke	Complete
Attendance Policy	<ul style="list-style-type: none"> • If a student misses > 2 days in a 4-week clerkship: “Any excused absences in excess of these limits will be allowed at the discretion of the module director and will require the student to make up this excess missed time through an equivalent experience, e.g., through weekend or on-call duties.” It is anticipated that if a student gets infected with COVID-19 they will likely need to miss a couple of weeks of a 4-week clerkship, in which case they would get an “Incomplete” and have to make up that missed time at the end of the M3 year. Now that we are down to a 4-week clerkship, we should not allow nonclinical duties to make up for missed time. 		Dr. Klapheke	Complete
Intersession 1	<ul style="list-style-type: none"> • Faculty Development – Workplace Based Assessments 	<ul style="list-style-type: none"> • Email will be sent to Clerkship faculty/staff to gauge participation. 	Ms. Berry and Ms. Ramos	Complete
Plan C Proposed Modified M3/M4 2020-2021	<ul style="list-style-type: none"> • Dr. Klapheke presented his proposal (included in packet). <ul style="list-style-type: none"> ○ Backup plan in the event that core clerkships cannot start on August 10th. ○ Allows for a rolling start date. ○ First block would be moved to August 24th – aligning M3/M4 calendars. ○ This would not delay graduation timeline. ○ We may be able to start some disciplines that are not as heavily impacted i.e. Psychiatry and Pediatrics. 	<ul style="list-style-type: none"> • Proposal approved. Passing to curriculum committee. 	Dr. Klapheke	Complete
Items Approved via Email Vote Prior to Meeting	<ul style="list-style-type: none"> • Surgery Grading Rubric 2020-2021 • Evidence Based Medical Education Course Proposal • Pediatric Clerkship Patient Logs 2020-2021 	<ul style="list-style-type: none"> • Items passed to curriculum committee. 	Mr. Staack	Complete
Next Meeting	<ul style="list-style-type: none"> • Friday, July 17th at 8:00AM via Zoom 			