



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

**Meeting Date:** 11/20/2020

**Start time:** 8:00 AM

**Adjourn time:** 9:00 AM

**Chaired by:** Dr. Klapheke

**Zoom Attendance:** (Doctors) Berman, Castiglioni, Daroowalla, Del Toro, Ebert, Klapheke, Moran-Bano, Pasarica, Peppler, Rubero, Taitano, Verduin (Staff) Ms. Anderson, Ms. Corsi, Ms. Cubero, Dr. Dexter, Ms. Gilfedder, Ms. Hasegawa, Ms. Kennedy, Ms. Linton Walker, Ms. Marchand, Ms. Marchena, Mr. Marshall, Mr. Orengo, Ms. Orr, Ms. Ramos, Dr. Selim, Mr. Staack, Mr. Voorhees, Ms. Walton (Students) MS4 Jacob Renuart, MS3 Patrick Kroenung

Agenda Item	Discussion/Conclusion	Recommendations/Actions	Responsible	Follow Up
<b>Review Minutes</b>	<ul style="list-style-type: none"> <li>Review of minutes from 10/30/2020 meeting.</li> </ul>	<ul style="list-style-type: none"> <li>Minutes approved.</li> </ul>	Dr. Klapheke	Complete
<b>Announcements</b>	<ul style="list-style-type: none"> <li>Update on Clinical Partners – Dr. Peppler               <ul style="list-style-type: none"> <li>Reached out to Orlando Health and Advent Health in regards to 4<sup>th</sup> year electives. They have indicated that they will take the same number of students next year.</li> <li>Both institutions declined to allow M3 electives, though faculty were on board.</li> </ul> </li> <li>Clerkship Directors have extra time to get in block 4 grades: deadline will be January 15, 2021.</li> </ul>		Dr. Klapheke	Complete
<b>Student Updates</b>	<ul style="list-style-type: none"> <li>Request to move meeting time to noon?               <ul style="list-style-type: none"> <li>May/may not work out favorably depending on the rotation location.</li> <li>Send out Zoom recording to students when they are not present?</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>No change to meeting time.</li> </ul>	MS4 Jacob Renuart, MS3 Patrick Kroenung	Complete
<b>LCME Data Update</b>	<ul style="list-style-type: none"> <li>Included in meeting materials packet.</li> <li>Data looks good overall.</li> <li>Keeping an eye on alternative clinical experiences utilized during COVID.</li> </ul>		Ms. Marchand	Complete

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	<ul style="list-style-type: none"> <li>All of the items on the list have seen improvement since the last report.</li> <li>Patient logs – need to ensure that we continue to document the patient logs in year 3 and beyond if students see something at a later time that they were unable to see during their previous clerkship due to COVID.</li> <li>Survey set up in Webcourses for current 4<sup>th</sup> year students so that they can record experiences that were missed at the end of last year due to COVID.</li> </ul>			
<b>Status of planning for an extra block of clerkships during the Transition to Core Clerkship course</b>	<ul style="list-style-type: none"> <li>For current students that have 4 weeks to make up.</li> <li>Saves spots for next AY Block 1 &amp; 2 students.</li> <li>Clerkship faculty and staff should continue to think about sites that would be able to accommodate these students.</li> </ul>		Dr. Klapheke	Complete
<b>Proposal for option to delay FIRE project till the end of M3</b>	<ul style="list-style-type: none"> <li>Included in meeting materials packet.</li> <li>Faculty found that 30% of the class feel that they are not able to complete the FIRE program as currently scheduled due to COVID.</li> <li>Proposal will give students the option to complete their projects at the end of the 3<sup>rd</sup> year if they choose.</li> <li>Contingent upon agreement/approval from their mentor.</li> <li>Next year's M2 class could perceive themselves to be at a disadvantage due to the fact that they would be competing against some 3<sup>rd</sup> year students.</li> <li>FIRE Module faculty and staff envision M3 students completing this in the "background" with minimal impact to their clinical experiences in the 3<sup>rd</sup> year.</li> <li>Do we hold the FIRE Conference on a Saturday during the Intersession for minimal impact?</li> </ul>	<ul style="list-style-type: none"> <li>Revise proposal to include statement indicating that students will be required to use a research elective to complete their FIRE project.</li> <li>Revision to proposal indicating that every effort will be made to secure the student an Orlando only location; however, if this can not be done they should look into switching with a peer.</li> <li>Proposal approved. <ul style="list-style-type: none"> <li>Dr. Ebert will work on discussed revisions. Once completed, the proposal will be forwarded to the curriculum committee.</li> </ul> </li> </ul>	Dr. Ebert	Complete
<b>M3/M4 curriculum for 2021-2022</b>	<ul style="list-style-type: none"> <li>Committee will continue to plan for the next academic year with the best-case scenario in mind. Contingency plans need to be developed in the event of problematic prevalence of the COVID virus in early 2021.</li> </ul>		Dr. Klapheke	Complete

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	<ul style="list-style-type: none"> <li>Scheduling for the 3<sup>rd</sup> year will be finalized January 29<sup>th</sup> <ul style="list-style-type: none"> <li>Dr. Pepler suggested pushing this date back 30 days.</li> </ul> </li> </ul>			
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>Friday, December 4<sup>th</sup> at 8:00 AM via Zoom</li> </ul>			