



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

Meeting Date: 4/16/2021

Start time: 8:00 AM

Adjourn time: 9:00 AM

Chaired by: Dr. Klapheke

Zoom Attendance: (Doctors) Berman, Castiglioni, Daroowalla, Kay, Kibble, Klapheke, Moran-Bano, Osborne, Pasarica, Patel, Peppler, Taitano, Verduin (Staff) Ms. Anderson, Ms. Berry, Ms. Corsi, Ms. Cubero, Dr. Dexter, Ms. Gilfedder, Ms. Hasegawa, Ms. Kennedy, Mr. Larkin, Ms. Marchand, Ms. Newsum, Ms. Orr, Ms. Reiner, Dr. Selim, Mr. Staack, Mr. Voorhees, Ms. Walton (Students) MS4 Jacob Renuart, MS3 Patrick Kroenung, MS3 Spencer Lessans

Agenda Item	Discussion/Conclusion	Recommendations/Actions	Responsible	Follow Up
Review Minutes	<ul style="list-style-type: none"> • Review of minutes from 3/19/2021 meeting. 	<ul style="list-style-type: none"> • Minutes approved. 	Dr. Klapheke	Complete
Announcements	<ul style="list-style-type: none"> • Ramadan will occur from April 12th – May 12th. • Parking for M3 students during Intersession 2 – Ann Kennedy <ul style="list-style-type: none"> ○ Most students do not have a parking permit as they have not been to COM in some time. They have been reminded that daily parking passes are available for purchase online. • Clerkship Directors and Administrators should try to keep July 23rd free, as a zoom meeting will be created to review survey data as it pertains to the clerkships. • Guidance for end of rotation for Friday Shelf Exam – Dr. Daroowalla <ul style="list-style-type: none"> ○ Included in meeting materials. 		Dr. Klapheke	Complete

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	<ul style="list-style-type: none"> ○ This verbiage should be included in each clerkship’s individual handbook. ● Updated recommendations on medical student away rotations for remainder of 2020-21 and 2021-22 academic year from the Coalition for Physician Accountability – Alisha Corsi <ul style="list-style-type: none"> ○ Students will be permitted to do one away rotation during this upcoming academic year. ○ Exceptions may be granted to students who are undecided or if there is no home residency program available. Alicia is working on creating an exception form which will be distributed to rising M4s. ○ Standard language will be developed for MSPEs to justify why a student was allowed to do more than one away rotation. ● Updates from Dr. Pepler: <ul style="list-style-type: none"> ○ Any substantial changes that are made to the clerkships need to be brought to this subcommittee and ultimately be approved by the curriculum committee before they can be implemented. ○ Dr. Castiglioni wants to capture the use of simulation M1-M4, via a survey of faculty. ○ Dr. Pepler is working with Dr. Pasarica and various providers in Family Medicine to get rotations up and running in Ocala and North Florida. ○ We have had a lot success with the Lake Nona Medical Center. Requests have been 			

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	<p>made to place 3rd year students in OB-GYN in the hospital. This process is ongoing.</p> <ul style="list-style-type: none"> ○ Dr. Pasarica has been named the Interim Assistant Dean for M3/M4. She will begin this role starting on May 10th. ○ We will have more definitive information regarding the budget towards the end of this month or the beginning of May. <ul style="list-style-type: none"> ● M1-M4 students: To schedule an appointment for the COVID vaccine at the Orlando VA: https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Foutlook.office365.com%2Fowa%2Fcalendar%2FConferenceRoomsBookings%40DVAGOV.onmicrosoft.com%2Fbookings%2F&data=04%7C01%7CSoraya.Smith%40ucf.edu%7C51452592d8649bfc18308d8d2b6d537%7Cbb932f15ef3842ba91fc3c59d5dd1f1%7C0%7C0%7C637491029995741144%7CUnknown%7CTWFpbGZsb3d8eyJWljoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Iik1haWwiLCJXVCi6Mn0%3D%7C3000&sdata=X9JcHs8ggZccRyo5PFmsU63ASkB3FMfmRVox%2F4%2FfvgA%3D&reserved=0 ● 87 M3 and 99 M4 students have received at least their first dose of the COVID vaccine. 			
<p>In 2021-2022 M3 students are allowed one “off block”</p>	<ul style="list-style-type: none"> ● Can this time be used to make up a missed clerkship? <ul style="list-style-type: none"> ○ This will depend on rotation availability for the individual clerkship. ● Can this time be used to make up an NBME Shelf Exam? <ul style="list-style-type: none"> ○ This is a viable option. We should also try to schedule all of the students making up an 		<p>Dr. Klapheke</p>	<p>Complete</p>

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	<p>exam during an off block on the same day to avoid a chaotic exam/proctor schedule.</p> <ul style="list-style-type: none"> • Should M3/M4 consider eliminating the “off” block beginning in 2022-2023? <ul style="list-style-type: none"> ○ This should be strongly considered if there are valuable curricular options available. 			
LCME Data Update	<ul style="list-style-type: none"> • Included in meeting materials packet • Data looks good • At the beginning of the year, we had a good amount of patient log items where 25% or more students needed an alternative experience. We currently only have 1 patient log item that is close to 25%. This has decreased since the last report was generated. Leslie is confident that this trend will continue. • An additional column will be added which will capture the percentage of students who are completing the direct observation cards or whatever the corresponding assignment is for each clerkship. This should be ready for the new academic year. 		Ms. Marchand	Complete
New way to convert shelf exam scores for AY 2021-2022	<ul style="list-style-type: none"> • The Assessment Office is proposing to assign percentile scores for shelf exams by referring to the academic year norms, as reported by the NBME, as opposed to quarterly percentile ranks. This is the most fair and consistent way to assign percentile ranks considering the new schedule format for the upcoming academic year. 	<ul style="list-style-type: none"> • The proposal has been approved. <ul style="list-style-type: none"> ○ Passing to the curriculum committee. 	Ms. Marchand	Complete
Learner Handoff Proposal	<ul style="list-style-type: none"> • Included in meeting materials packet 	<ul style="list-style-type: none"> • Dr. Klapheke will follow up with Dr. Pepler to determine the best channel to bring this issue to – whether that is CTEC or the Curriculum Committee. 	Dr. Osborne	Complete
Proposed new M3/M4 electives	<ul style="list-style-type: none"> • Outpatient Sub Intern in Family Medicine 	<ul style="list-style-type: none"> • Approved. <ul style="list-style-type: none"> ○ Passing to curriculum committee. 	Mr. Staack	Complete

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Next Meeting	• Friday, June 25 th at 8:00 AM via Zoom			