University of Central Florida
College of Medicine
M1/M2 Minutes

Meeting Date: 03/11/2022   Start Time: 3:00p   Adjourn Time: 4:19p

Chair: Dr. Kauffman

Attendance:

Voting member attendance: Drs. Kauffman, Gorman, Gros, Hernandez, Ebert, Harris, Dil, Castiglioni | Student reps: Melanie Peterson, Aliya Centner

Alternate voting member attendance: Drs. Daroowalla, Berman | Student reps: Daniel Press

Other attendance: Drs. Kibble, Selim, Piazza, Torre, Kay, Plochocki, LaRochelle, Verduin, Lambert, Davey, Macintosh | Phil Bellew, Margaret Orr, Kim Martinez, Alisha Corsi, Nicole Brooks, Laurel Poole, Luke van Blaricom, Micah Marshall, Lucia Schweitzer, Abnel Rodriguez-Castro, Leslie Marchand, Rel Larkin, Mary Ann Reiner, Dale Voorhees

Agenda Item	Discussion	Decisions
Approve minutes	●	● Approved
Announcements	● P2 module director 　● Dr. Nazeema Khan-Assad will take over for Dr. Hernandez as director at the end of year ● Module exam calendar for 2022-2023 　● Most exam and mid-term dates are in the draft, likely vote on the schedule at next M1/M2 meeting ● IM residents parking policy 　● They may park in visitor if they are at COM as faculty, but need permits if attending as students/other capacities ● M1 interview progress + OPS hire	●
Student report	● M2: S5 module begins, S6 coaching report ● M1: HB-3 is going well, students are preparing for the midterm. FIRE assignments for peer reviews.	●

Module director reports	- HB-3: 4 weeks into the module, midterm is on Mar. 21. The module is going well so far. - C-1: No issues to report, the module is going well - P-1: No issues to report, the module is going well. Starting to consolidate material and work towards the final exam - P-2: Course is winding down, with OSCE exams ate the end of the month - COP: COP2 finished successfully. M1 students are enjoying COP1 - FIRE: M2s are wrapped up after a successful conference, 140 students presented. About 1/3 of the class achieved honors. M1 students have submitted their research proposals.	
Curriculum tagging – Michael Callahan	- Presentation on CTAG process. CTAG is used for PES reports. Limit usage of vague titles that can't be differentiated from each other. - Vagueness of defining session types/tags as well - Sessions can be re-filled from previous year if it is the same session - If a session is in the wrong module or doesn't make sense for tagging, please reach out to Michael Callahan - How much coverage of a topic merits tagging in the system (25% or more of session)	
S-3 assessment proposal	- See document attached to the meeting - Summary of prior years, primarily MCQ assessments 3 TBLs each worth 8%, (students to vote on specific weights, process to be discussed at a later M1/M2 meeting). - Will include adjustments to teaching sessions as well - Past module trends and adjustments on AFE grading discussed - Challenges with rubrics and discriminating high performing vs average and low performing students. - Need for consistency between modules discussed - Existing assessment tools and exploring new options, interventions **Motion to approve:** proposal for S-3 - General proposal for module assessment discussion (see document attached to the meeting)	Motion for S-3 proposal passes (8 for, none opposed)
COVID update	New CDC guidelines	

	● Orange county has "low" levels ● COM remains a designated healthcare center	
Other business	●	●