

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

Meeting Date: 08/12/2022

Start Time: 3:00p

Adjourn Time: 4:39p

Chair: Dr. Kauffman

Attendance:

Voting member attendance: Drs. Kauffman, Gorman, Dil, Ebert, Gros, Harris, Frederick, Khan-Assad, Beg, Kalidindi | Student reps: Aliya Centner, Daniel Press

Alternate voting member attendance: Dr. Plochocki (S6)

Other attendance: Drs. Selim, Hernandez, LaRochelle, Garbayo, Plochocki, Kibble, Wei, Lambert, Dexter, Akujuobi, Kay, Smith, Selim | Phil Bellew, Margaret Orr, Kim Martinez, Nicole Brooks, Lucia Schweitzer, Rel Larkin, Dale Voorhees, Carolyn Castro-Pagan, Deedra Walton, Michael Callahan, Melinda Ragland, Liz Ivey, Abnel Rodrigues-Castro, Alisha Corsi, Carley Blades Myszkowski, Ken Staack, Luke van Blaricom, Micah Marshall, Casey Smith, Julie Wei, Mary Ann Reiner, Rel Larkin, Laurel Poole, Nicole Brooks

Agenda Item	Discussion	Decisions
Approve minutes	●	● Approved
Announcements	<ul style="list-style-type: none"> ● Dr. Robin Hines joins Dr. Ebert as co-director of the FIRE module ● Uniform peer evaluation system was approved at CCOM ● Summary of the new policies that go into effect this year <ul style="list-style-type: none"> ○ Policies can be found in the “approved policies” document on Teams ● Current COVID process is similar to main campus – no separate process to contact trace through main campus or receive clearance to return to class (now similar to other illness) <ul style="list-style-type: none"> ○ Students who are ill should stay home and contact student affairs and module directors ○ New guidelines if exposed to COVID ● Reminder: Nov meeting is a week early (Nov. 4th) 	

Student report	<ul style="list-style-type: none"> • M2 class is adjusting to the pace of the systems modules • Relayed from M1 – students are acclimating to medical school and finding their routines 	
Module director reports	<ul style="list-style-type: none"> • HB-1: module is doing well, most of the teaching pedagogies at COM have been introduced • P-1: Students completed their first medical interviewing and MOP sessions, which went well • P-2: Module is progressing well so far, with more Harvey planned next week • FIRE: M2 projects are underway, most are on track. Mentor fairs are upcoming for M1 • S-3: Content delivery has gone well overall so far <ul style="list-style-type: none"> ○ Need a better long-term solution for sound in 401/404, more students have Bluetooth headphones now. 	
Programs of assessment	<ul style="list-style-type: none"> • 	
New Excused Absence request system	<ul style="list-style-type: none"> • New electronic system demonstration from Michael Callahan <ul style="list-style-type: none"> ○ Sub-channel in M1/M2 committee Teams site, with a form and documentation ○ The next version of the system will send a link along with email notification when a student is requesting an absence, after the student completes it ○ A guide is available on the site as well 	
DEI Toolkit	<ul style="list-style-type: none"> • Presentation on toolkit from DEI <ul style="list-style-type: none"> ○ Toolkit is available with meeting materials and in the resources folder on Teams. ○ Avoiding stereotyping or being over-broad in cases, make case presentations more consistent with what is observed 	
Hurricane Days and the start of the Academic year	<ul style="list-style-type: none"> • Summary of reason for hurricane days and the tradeoffs from including them in the curriculum • Example curriculum dates with and without hurricane days included • Discussion on impact across different pieces of the COM curriculum 	

<p>Minimum p-value for exams</p>	<ul style="list-style-type: none"> • Measure of exam/item difficulty, effect on STEP 1 pass rate • Exam difficulty at COM is 83%-92%, with 85%-88% being most common <ul style="list-style-type: none"> ○ Step 1 sets its mean at 65% • Some modules have an increasing trend in exam mean over time • Identifying struggling students early, balancing difficulty to avoid unrealistic expectations or unnecessary spikes in difficulty for students. <ul style="list-style-type: none"> ○ Low stakes summative can identify struggling students early. • Writing and maintaining new items in exams • Potential guidelines for questions, criteria for keeping them, and what is appropriate for challenges 	
<p>Other business</p>	<ul style="list-style-type: none"> • Welcome Casey Smith to her new role in registrar's office • Logistics challenges with grading AFE and feedback in Webcourses, check options with coordinators in advance if implementing new AFE content • Consistency of process between modules and M1/M2 years 	