



## Meeting Minutes for the M3/M4 Subcommittee

**Date:** 2/22/23

**Time:** 8:45am

Attendees: Dr. Pasarica, Mr. Staack, Mr. Orengo, Ms. Warner, Mr. Voorhees, Dr. Moran-Bano, Ms. Corsi, Ms. Ramos, Mr. Quigley, Dr. Taitano, Dr. Selim, Ms. Castro Pagan, Ms. Casey Smith, Ms. Linton-Walker, Dr. Bhatti, Ms. Walton, Dr. Thomas, Ms. Newsum, Ms. Esterline, Ms. Marchand, Ms. Peterson, Ms. Cubero, Dr. Soraya Smith, Dr. Osbourne, Dr. Del Toro, Dr. LaRoche

**1. Review of meeting minutes from the previous meeting – Minutes Approved**

**2. Action Needed**

- Changes to grading rubric for pediatric clerkship- Dr Moran-Bano: 2 H&Ps will count as 25% of the grade. Quizzes and PICO projects were eliminated due to no contribution to the variation in grading. Approved

**3. Updates**

**a. Leadership updates:**

- Welcome Cynthia Teti, the new clerkship administrator for Ob/Gyn clerkship, and Elizabeth Webber, clerkship administrator
- Welcome Dr. Kielbasa, the Co-Director for the Pediatric Clerkship

**b. Clinical site updates:**

- When you are recruiting new clinical sites,
  - Please remember to use the onboarding new clinical sites procedure – approved by M3/4 on March 4<sup>th</sup>, 2022- use the Teams “New Clinical Sites” to document appropriate clinical resources and required onboarding materials
- UCF LNMCM – Peds clerkship students to start on June 1<sup>st</sup>, 2023

**c. PKM - LCME outcomes.** No issues identified. Dr Selim presented the updated requirements from LCME for clinical sites.

**d. Faculty development** – Amanda Ramos presented the upcoming faculty development opportunities at clinical sites.

**e. Presentation of educational grant results-** Dr Thomas - Using Kahoot software program proves to be useful and fun way for students to be engaged during teaching sessions. The committee agreed that we will continue to use this program in Ob/Gyn and other clerkships as needed.

**4. Timeline reminders for AY 2022- 2023**

- April 2023– apply for clerkship educational grants

**5. Upcoming events – info only**

- Transition to M3** – May 15-June 2, 2023
- M3 Intersession** – Jan 3-6, 2023
- Post M3 Clerkship session**– May 30 - June 2, 2023
- M4 Bootcamp** – May 1-5, 2023
- M4 graduation** – May 19, 2023