



M.D. Program Curriculum Committee Meeting Minutes

Date: April 21, 2023

Time: 2:01 PM – 3:21 PM

Chaired by: Dr. David Harris

Voting members present: Drs. Casey, Castiglioni, Gros, Harris, Kay, Piazza, Rubero, Taitano; (M1) Sarkis

Attendees: Drs. Bradshaw, Dexter, Hernandez, Kauffman, Moran-Bano, Plochocki, Selim, Smith, Torre, and Verduin; Ms. Am, Ms. Berry, Ms. Borges, Ms. Castro-Pagan, Ms. Corsi, Ms. Schreiber, Mr. Staack, and Mr. Voorhees

Approval of Minutes

- March 17, 2023: Minutes approved as circulated.

Policy Revisions in Response to HB 233

- Ms. Schreiber and Ms. Am, from the legal office at COM, shared the following changes and highlights. This will be presented again at CCom for approval once it is approved by UCF Main Campus.
 - Removed yellow/red cards and replacing with professionalism citations
 - Defined “professionalism”
 - Incorporated due process requirements required by law for conduct and discipline
 - Coordinated with UCF due process regulations
 - Separated processes for:
 - Grade appeal
 - Professionalism citation
 - SEPC action
 - Student misconduct
 - New COM M.D. Program Student Conduct Code, removed Honor Code language
 - New Student Conduct Review Committee
 - Comprised of the Associate Dean for Academic Affairs or designee, who shall serve as Chair; two (2) core faculty members of the COM, appointed by the Chair; and two (2) Student Professional Conduct Council Representatives, appointed by the Associate Dean for Students.

- Applicable to conduct violations, including academic misconduct
 - Not applied to academic/professionalism issues
- Students' rights to:
 - notice
 - preponderance of the evidence standard
 - remain silent, avoid self-incrimination
 - an advisor, advocate, or legal representative, at their own expense and initiative, who can fully participate in the disciplinary proceeding
 - present relevant information and question witnesses
 - appeal the final decision of the hearing officer
 - obtain copy of the record
- Title IX and criminal matters continue to be referred to main campus
- COM Student Conduct Review Committee will hear most other conduct matters at COM
- New and Revised COM Policies
 - **COM Policy 9.9.0** Policy Overview: Standards for Promotion and Graduation, Student Evaluation and Promotion Committee, Academic/Professionalism, and Student Code of Conduct, Review Process and Appeals
 - **COM Policy 9.9.1** Standards for Promotion and Graduation
 - **COM Policy 9.9.2** Student Evaluation and Promotion Committee
 - **COM Policy 9.9.3** Academic/Professionalism, Grading and Assessment Policy and Appeals Process
 - **COM Policy 9.9.3A** College of Medicine Student Code of Conduct, Review Process and Appeals
- Next Steps
 - Work with UCF Main Campus
 - Coordinate with university processes and regulations
 - Edits to Golden Rule and UCF policies and regulations for consistency
 - New university regulations specific to COM to reflect new COM policies and procedures

Student Updates

- M1s:
 - Students completed material for HB3 and will begin study week next week. There were some concerns throughout HB3, mostly regarding the two weekly TBLs. Dr. Dil helped in this area.

M1/M2 Subcommittee – Dr. Kauffman

- Members approved to switch the order of the Skin and MSK module (S5) and Brain and Behavior module (S6). The Skin and MSK module will begin right after the winter holiday and three weeks later the Brain and Behavior module will begin.
- Members approved the AY 2023-24 Exam Calendar.

M3/M4 Subcommittee – Dr. Pasarica

- The following course proposals were approved by members.
 - Pharmacovigilance and Adverse Drug Reaction Reporting
 - Physical Medicine and Rehabilitation, Physiatry Rotation
- The grading rubrics for the 22-23 IM/FM, 23-24 IM/FM, 23-24 OB-GYN, 23-24 Psychiatry, and 23-24 Surgery were approved.
 - **IM/FM:** Added an OSCE component that was taken away during the pandemic and total points for honors were decreased from 93 to 92.
 - **OB-GYN:** Added an H&P to replace one case presentation for 10%.
 - **Psychiatry:** Added direct observation to replace the clinical skills evaluation and H&P weight was increased to 25%. Total points for honors were decreased to 94%.
 - **Surgery:** Added a graded H&P for 5% to replace a case report.
- The Neurology rubric was tabled. Committee recommended the following prior to approval.
 - clarify wording to the peer assessment
 - correct typo

PES Recommendations – Dr. Harris

- Clarification was made to the following FIRE modules recommendation.
 - Work with HCA team (Dr. Katy Robison & Co) to partner residents and faculty at HCA with FIRE students: *The mentor will still be a faculty member (from HCA in this case) but would also include a resident to provide access to the HCA databases for retrospective data analysis studies.*

CREATe Task Force Update – Drs. Moran-Bano and Torre

- The task force continues to move along in the process and will have something to present to the committee soon.

Action Items

- Revise Neurology rubric and forward to members for electronic vote.