



### Meeting Minutes for the M3/M4 Subcommittee

Date: 6/14/2023 Time: 9:00am

Attendees: Dr. Pasarica, Mr. Orengo, Ms. Cubero, Ms. Corsi, Dr. Del Toro, Ms. Newsum, Dr. Bhatti, Ms. Ramos, Dr. Taitano, Dr. LaRochelle, Ms. Casey Smith, Ms. Teti, Ms. Webber, Dr. Thomas, Dr. Klapheke, Mr. Quigley, Ms. Walton, Ms. Marchand, Mr. Voorhees, Dr. Dexter, Ms. Soraya Smith, Mr. Staack, Dr. Osbourne, Ms. Esterline, Mr. Mikhail, Ms. Centner, Ms. Jurlina, Dr. Fagan, Ms. Castro-Pagan, Ms. Warner

1. **Review of meeting minutes from the previous meeting** - Approved
2. **Review of M3/4 electronic votes and Curriculum Committee votes**
  - a. New overall program objectives and competencies approved by CCOM in December 2018. Clerkship objectives are to be revised to address the overall program objectives and implemented on or before AY 26-27 for M3 students.
  - b. A four-tiered grading system (Honors, High Pass, Pass, Fail) will be applied across three years of the MD program that accurately reflects the judgments made of learner performance across multiple domains approved by CCOM on 1/20/23. The clerkships grading rubric are to be revised to address the 4-tier grading rubric and implemented on or before AY 26-27 for M3 students.
3. **Updates on action items from the previous meeting:**
  - PKM guide for clinical preceptor grade conversion
  - Faculty development will update guidance resources for new assessment forms
4. **Updates**
  - a. **M3/4 Student representatives** – Welcome Aliya Centner, Anna Jurlina, Melanie Peterson, and Samuel Mikhail
  - b. **Welcome AY 23-24.** Pediatric clerkship is now 6 weeks (thank you Nemours Hospital for continuous support). Ob/Gyn clerkship is now 6 weeks (Thank you HCA North Florida and UCF Lake Nona Hospital for the support).
  - c. **PKM** - LCME outcomes update – no issues.
  - d. **Faculty development** – Sending out notices for the required orientation to clerkship modules to faculty and residents for this academic year in the next few weeks.
  - e. **CREATe taskforce** – Curriculum Retreat is scheduled for September 15, 2023
  - f. **Student Affairs update** – Step 1 scores are released today
  - g. **Clinical Sites updates** – Looking into opportunities for expansion at Naples and The Villages
5. **Timeline reminders for AY 23-24**

CALENDAR OF EVENTS FOR M3/4 AY 2023-2024		
Timeline	Action	Responsible
Jul-23	Update the list of teaching residents and faculty	CAs, CDs
	Distribute recognition items to faculty	CAs, CDs
Aug-23	Report on available clerkship clinical spots for the next AY	CAs, CDs
	Discuss site/faculty evaluation with site directors/faculty; document interventions in teams	CDs