



## Meeting Agenda for the M3/M4 Subcommittee

**Date:** 9/06/23

**Time:** 9:00 am

Attendees: Dr. Pasarica, Dr. Taitano, Mr. Staack, Ms. Cubero, Mr. Orengo, Ms. Esterline, Ms. Linton-Walker, Ms. Teti, Ms. Webber, Ms. Warner, Mr. Voorhees, Ms. Corsi, Dr. Soraya Smith, Ms. Casey Smith, Ms. Brooks, Ms. Ramos, Mr. Quigley, Ms. Marchand, Ms. Walton, Dr. Dexter, Dr. Thomas, Dr. Del Toro, Dr. Selim, Dr. Moran-Bano, Dr. Kierulf, Dr. Bhatti, Dr. Osbourne, Dr. Macintosh, Dr. LaRochelle, Dr. Martinez, Ms. Jurlina, Dr. Lone, Dr. Klapheke, Dr. Fagan

1. **Review of meeting minutes from the previous meeting** - Approved
2. **Review of Curriculum Committee votes**
  - a. Setting Course Grade proposal was approved on Aug.18, 2023
3. **Updates**
  - a. **M3/4 Student representatives** - Positive feedback for the text messaging system with the severe weather communication
  - b. **Curricular updates**
    - i. Severe Weather and Natural Disaster Communication Flow Procedure for M3/4 students – Students will get text messaging from UCF COM with decisions for clinical duties.
    - ii. Quarterly meetings with Academic Assistant Deans are scheduled for September
    - iii. Curriculum Planning Retreat is Sept. 15, 2023
  - c. **PKM** - LCME outcomes update- no issues identified; documentation of interventions to address student end of clerkship evaluations will continue in teams
  - d. **Faculty development** – Award nomination portal is open until September 22,2023
  - e. **CREATe taskforce**- Course description for the first two years will be voted at CCOM next week.
  - f. **Student Affairs** – ERAS Applications for residency are going out today
4. **Timeline reminders for AY 23-24**

### CALENDAR OF EVENTS FOR M3/4 AY 2023-2024

Timeline	Action	Responsible
Oct-23	Finalize the Academic Calendar for next AY	All M3/4
Nov-23	Review Clerkship evals & document intervention in teams	CDs
	Finalize sessions for M3 Intersession	CDs
Dec-23	Update the list of teaching residents and faculty	CAs
	Scheduling requests/lottery for M4 courses	Registrar