



M.D. Program Curriculum Committee Meeting Minutes

Date: February 16, 2024

Time: 2:05 PM – 2:46 PM

Chaired by: Dr. Jeffrey LaRochelle

Voting members present: Drs. Castiglioni, Dil, Fagan, Gros, Kay, Khan-Assad, Martinez, Plochocki, and Taitano; (M4) Mikhail

Attendees: Drs. Bhatti, Bradshaw, Kauffman, Kibble, Lambert, Lone, Pasarica, Smith, Torre, and Verduin; Ms. Berry, Ms. Borges, Ms. Brooks, Ms. Castro, Ms. Poole, Mr. Van Blaricom, and Mr. Voorhees

Consent Agenda

- January 19, 2024: Minutes were approved as circulated.
- The following Policy Amendment Proposals were approved with minor revisions:
 - 9.9.0 – New summary policy to describe what each policy does and how they relate to each other.
 - 9.9.1 – Graduation requirements policy not substantially altered – minor language changes only.
 - 9.9.2 – Student Evaluation and Promotions Committee (SEPC) policy
 - Incorporated the university conduct process in our local student review process.
 - The MD program retains the ability to add program level actions after university conduct decision of *in violation*.
 - Removed separate academic and non-academic monitoring/probation status; professionalism assessment treated the same as any academic assessment.
 - New language around action for impaired students.
 - 9.9.3 – Assessment and Grading policy – extensively rewritten.
 - Old Honor Code removed.
 - Medical professionalism definition provided; standards written for unprofessionalism versus misconduct.
 - Yellow/Red card system replaced with single citation; assistant dean determines review pathway of conduct versus professionalism violation based on new standards.

- Appeal process for professionalism citation and grades consolidated and shortened to 2-step process; Dean level of appeal retained only for adverse SEPC recommendations.
- 9.9.3A – New addendum to describe the misconduct review pathway, which is available in full at <https://scai.sdes.ucf.edu/student-rules-of-conduct/> Additional minor changes to language, with other minor process refinements, as indicated in redline versions.

M1/M2 Subcommittee – Dr. Kauffman

- **Members approved the HSS2 Footprint and Grading Schema.**
 - Health System Sciences 2 was approved by the Curriculum Committee at the September meeting. It is a continuation of the HSS1 module that the CO2027 is currently doing. As a part of the approval for these two modules, the decision was made that no new time would be added to the curriculum for it. Each S-module director will work with the HSS2 module director to schedule the exact date and time that these sessions will occur.
- There is a concern with the Weekly Footprint in Overlap Year and the challenge that will pose at UCF Health due to limited space. Dr. LaRoche and Dr. Kauffman will meet with Dr. Mitra and Jackie Champeau to discuss this proposal.

PES Recommendations – Dr. Plochocki

- **Members approved the following recommendations.**
 - C1 Module
 - Update content to reflect current thinking on subject matter.
 - Align readings and TBLs with learning objectives.
 - Include level-appropriate NMBE-style questions in TBLs.
 - Consider having fewer TBLs and more discussions where content appropriate.
 - FIRE Modules
 - Review course documents and communications to improve clarity on IRB process, guidance on research proposal, and expectations and instructions for peer evaluation.
 - Add “Mandatory Attendance” to Webcourses calendar entries to clear student confusion regarding session attendance expectations.
- There were no recommendations for the S1 Module. The module was well received by the students.

CREATe Task Force – Dr. Kauffman

- **Members approved the updated Pre-clerkship Course Descriptions and Learning Objectives with additional input from Dr. Knych through Dr. Kay.**

- The Development and Implementation Working Group took the recommendations from the faculty retreat and updated the Course Descriptions and Objectives previously approved at CCom.

Students Updates

- M4: Students attended the M4 Townhall meeting. It was the right amount of detail for the M4s in terms of curricular changes. Students are looking forward to Match Day.

Action Items

- The Weekly Footprint in Overlap Year will be brought back to CCom for approval after the proposal is discussed with Dr. Mitra and Jackie Champeau.