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## M.D. Program Curriculum Committee Meeting Minutes

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**Date:** April 19, 2024

**Time:** 2:02 PM – 2:41 PM

**Chaired by:** Dr. Jeffrey LaRochelle

**Voting members present:** Drs. Beg, Dil, Gros, Kay, Piazza, Plochocki, Rubero, and Williams

**Attendees:** Drs. Bradshaw, Dexter, Ebert, Harris, Lambert, Lone, Pasarica, and Torre; Ms. Berry, Ms. Borges, Ms. Brooks, Ms. Poole, Mr. Quigley, Mr. Van Blaricom, and Mr. Voorhees

### Announcements/Updates

- 1.4-million-dollar budget request was approved for the following:
  - Educational effort increases for Drs. Beg, Fries, Farooq, and Gros.
  - Move forward with the search process for a cell biology/biochemistry faculty position.
  - Bring in Dr. Schroeder from BSBS on board to provide some help. This will be as much as a 20% effort.
  - Increase educational effort for Dr. Kalidindi to take on his role as director of Practice of Medicine.
  - A 20% effort increase for the neurology assistant clerkship director.
  - A 30% dedicated coaching director position who will help in the Student Development Committee.
  - Four faculty members dedicated to just assessment and evaluation each with a 10% effort.
  - Ten faculty members in a coaching/mentorship/academic advising role each with a 10% effort.
  - A 50% effort for a faculty member to help in faculty development.
  - Administrative stipends for academic assistant deans and site directors. There are currently seven academic assistant deans and approximately 40 site directors. This will cover their efforts at their clinical sites. This will augment faculty development aspects because part of their job description will be to help with some of the faculty development at their sites.
  - Increase in pay to our standardized patients to get them up to speed with some of our competitors.
  - Move forward with a full-time psychometrician that will help us understand how we are doing on our assessments as well as track them.

- Access to NBME customizable exams for the entire pre-clerkship year for mid-terms and final exams.

## Consent Agenda

- March 15, 2024: Minutes were approved as circulated.

## M1/M2 Subcommittee – Dr. Ebert

Members approved the FIRE Conference date change request to February 21, 2025. The main reason for this request is to decompress the M2 schedule in late Jan/early Feb as the MSK exam is on Jan 24. If the FIRE Conference is held on Feb 14, then the students will only have one week following this to get their final poster submitted for print and summative review. The next major M2 exam is not until Mar 21. So, if we place the FIRE Conference on Feb 21, then it will be well-spaced between the MSK and B&B exams, which is where it should be. The FIRE Conference date has slowly crept earlier and earlier in recent years due to calendar adjustments.

## M3/M4 Subcommittee – Dr. Pasarica

- Members approved the following course proposals.
  - Acting Internship in General Surgery
  - Rheumatology Elective

## Action Items

- No action items.