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## M.D. Program Curriculum Committee Meeting Minutes

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**Date:** May 17, 2024

**Time:** 2:20 PM – 4:31 PM

**Chaired by:** Dr. Jeffrey LaRochelle

**Voting members present:** Drs. Beg, Castiglioni, Dil, Gros, Kay, Khan-Assad, and Rubero; (M1) Cunningham and (M2) Dagley

**Attendees:** Drs. Bradshaw, Dexter, German, Harris, Hernandez, Kauffman, Kibble, Lone, Selim, and Verduin; Ms. Berry, Ms. Borges, Ms. Brooks, Ms. Poole, and Mr. Voorhees

### Consent Agenda

- April 19, 2024: Minutes were moved to the end of the meeting but were not discussed due to time constraints.

### CREATE TASK FORCE – Dr. Castiglioni

- **Members approved the following:**
  - *Pre-clerkship Grade Proposal:* This proposal outlines the process to aggregate pre-clerkship assessment scores to generate final student grades and establish final grading cut-offs. Additionally, a few initial recommendations for improving the quality of MCQ-based assessments and Team-based Learning (TBL) assessments are provided.
  - *Pre-clerkship T-Grade Proposal (Approved with the change to eliminate the two '70% cutoffs' and replace it with '1.6 SD or 70%, whichever is lower')*: A Temporary "T" grade will be given if a student earns a passing grade in the course ( $\geq 70\%$ ) but is below the passing standard for one or more of the required domains: Basic Sciences, Clinical Sciences, and Health Systems Sciences. For grade assignment purposes, scores will be rounded to the nearest whole number. After successful remediation of the domain(s), the "T" grade will be replaced with the original grade earned. Unsuccessful remediation will result in a failing grade in the course.

### Transformation Review – Dr. LaRochelle

- An overview of the of the Curriculum Transformation process, guiding principles, and what is currently underway was presented to the committee.

## M1/M2 Subcommittee – Dr. Kauffman

- **Members approved the following:**
  - ***Formative Quizzing Policy Update:*** A weekly quiz will be made available in Webcourses by 5:00 PM Friday, at the end of each week. Completion of these formative quizzes is mandatory and will be due by 5:00 PM Friday of the week following its release. Failure to complete the formative quizzes by the deadline is a part of the student's professionalism assessment.
  - ***Foundations Grading Schema:*** CCom had previously approved the Health Systems Sciences domain would be 20%, Clinical Sciences would be 30%, and Basic Sciences would be 50% of the course grade, which also included the TBLs and MCQ exam for Basic Sciences. What was not specifically delineated was what would be the Health Systems Sciences assessments and Clinical Sciences performance-based assessment. Those have been itemized and listed with specific values of how much it will be for the course grade.
  - ***NBME Customized Exams in Pre-clerkship Courses:***
    1. The NBME CAS will be used for all summative MCQ exams (midterms and finals) for all Integrated Sciences courses in the M1 and M2 years (Phase 1 of the curriculum) with a p-value between 70-80%.
    2. Medical knowledge content deemed critical to pre-clerkship learners not aligned with NBME CAS items should be assessed through other activities within each course.
    3. Foundations Course Exception:
      - a. Due to the nature of the content in the course and its placement at the very beginning of the curriculum, the NBME CAS is currently not appropriate for the Foundations course. The MCQ exam for Foundations will be a blend of faculty derived questions and questions that stem from the Scholar Rx summative item bank.
      - b. This will be reevaluated annually for appropriateness.
  - ***Self-directed Learning Activity for CDLs:*** This allows faculty to give narrative assessments during the CDLs as well as do self-directed learning during the case-directed learning activities, which meets LCME Standard 6.3. Students are already doing the components of self-directed learning within the context of the CDLs, the issue is documenting the process. This will formalize the process.
  - ***Video Recording in the New Curriculum:*** The sessions in the large classroom will no longer be recorded. Committee recommended clarification on what students can/cannot record themselves.

## M3/M4 Subcommittee – Drs. LaRochelle/Lone

- Members approved the following grading rubrics.
  - *Grading Rubric for Psych*: Decrease the number of DO from four to three per four weeks, which is within the guidelines for M3 clerkship.
  - *Grading Rubric for IM/FM*: Remove the OSCE (5%), increase the H&P from 10% to 15%, and add BP check as a required procedure.
  - *Grading Rubric for Ob/Gyn*: Decrease the number of DO from two to three per six weeks, which is within the guidelines for M3 clerkship. The required clinical encounter for post term pregnancy is removed because the clinical recommendations have changed (2% post term pregnancies national level).
- Members approved the following course proposals.
  - *Dermatology Electives*: New location at Dermatology Associates of Tallahassee.
  - *Pediatric Nutrition Elective*: Students will participate in nutritional assessments of women and young children to provide screening, identify nutritional concerns, and gain foundational knowledge/skills related to childhood nutrition in collaboration with Orange County Department of Health WIC Services.

## PES Subcommittee

- PES recommendations were tabled due to time constraints.

## Action Items

- Meeting minutes for April 19, 2024, and PES recommendations will be presented at the next CCom meeting.