

University of Central Florida

College of Medicine

M1/M2 Minutes

Meeting Date: 05/10/2024

Start Time: 3:02p

Adjourn Time: 4:58p

Chair: Dr. Kauffman

Attendance:

Voting member attendance: Drs. Kauffman, Bhatti, Harris, Dil, Kay, Gros, Frederick, Beg, Assad, Ebert, Kalidindi, Khan-Assad, Kathuria, Castiglioni | Student reps: Alex Van Bennekom

Alternate voting member attendance: Drs. Daroowalla, Plochocki (for Harris) Student reps: Vraj Amin, Rachel Chapman

Other attendance: Drs. Lambert, Kibble, Bradshaw, Plochocki, Lambert, Hernandez, Gibson, Piazza | Nicole Brooks, Lucia Schweitzer, Liz Ivey, Dale Voorhees, Paul Sturgis, Alisha Corsi, Soraya Smith, Nadine Dexter, Soraya Smith, Kim Martinez, Melinda Ragland, Andrea Berry, Laurel Poole, Andrew Quigley, Carley Myszkowski, Angela Lucas

Agenda Item	Discussion	Decisions
Approve minutes		<ul style="list-style-type: none"> ● Approved
Announcements	<ul style="list-style-type: none"> ● Welcome Dr Nina Ahmed new Director of Health Equity Education ● Course Teams Site Template <ul style="list-style-type: none"> ○ Summary of layout & practices ● Webcourses template update for the new Curriculum <ul style="list-style-type: none"> ○ Demonstration of layout for 2025 M1 year ● Scholar Rx usage in the new curriculum <ul style="list-style-type: none"> ○ Available to rising M1s, resource for faculty to use; see email for best practices or contact Dr. Harris ● M1/M2 membership adjustment for the new Curriculum <ul style="list-style-type: none"> ○ Membership will change as courses update, new membership effective next meeting. ○ See updated word document for full membership list. ● Survey of meeting attendance in June and July <ul style="list-style-type: none"> ○ Poll of voting members on attendance for summer meetings given curriculum transformation ● Syllabus Template out for June ● Approved at CCom: <ul style="list-style-type: none"> ○ FIRE conference moved to 2/21. 	<ul style="list-style-type: none"> ●

	<ul style="list-style-type: none"> ○ M3/M4 – see attached document 	
Student report	<ul style="list-style-type: none"> ● Students are focused on end of year content, C-1 and S-1 courses are going well and students are adjusting to the faster pace of the systems modules. HSS went well. Students have finished up proposals for FIRE. ● M-2: most students have finished STEP 1; students felt the modules prepared them well. Good luck in M3! 	<ul style="list-style-type: none"> ●
Module director reports	<ul style="list-style-type: none"> ● C-1: on the home stretch of the course, one more session remains before the final. Students are doing well. ● I-1: Course is in final stages, with final proposals in review. Thanks to faculty helping with the reviews! ● P-1: Course is going well, including the simulated clinical encounters. 	<ul style="list-style-type: none"> ●
Proposals for vote (all proposals apply to the new curriculum only)	<ul style="list-style-type: none"> ● Video recording in new curriculum: <ul style="list-style-type: none"> ○ UCF will no longer record sessions in the large classrooms. ○ Lecture-based sessions will be pre-recorded. ○ For flipped classroom: Small group sessions will be mandatory, individual working sessions will not be mandatory. ○ State law allows students to record sessions for personal use, other than for assessments. ● Update on formative quizzes: <ul style="list-style-type: none"> ○ Continue with weekly formative quizzes, with a change in policy that weekly formative quizzes are mandatory to complete. ○ Quizzes open at 5pm on Friday and remain open for one week (5pm the following Friday) <ul style="list-style-type: none"> ▪ Verify: should students be able to take the quiz more than once in the first week before due date? ▪ After the due date, students may retake earlier quizzes as they see fit. ○ Failure to complete quizzes would be a professionalism issue. ○ Student Development Committee may review quizzes to recommend coaching for students. ● Grading schema for Foundations course: <ul style="list-style-type: none"> ○ See attached document for grade % distribution between basic science, health systems science, clinical sciences, and sub-categories. ○ Honors, high pass, pass, fail. ● Self-directed learning for case-directed learning exercises: <ul style="list-style-type: none"> ○ See attached document for LCME standards and steps students will take during CDL. 	<ul style="list-style-type: none"> ● Video recording proposal approved (13 in favor, 1 opposed) ● Formative quiz update approved (13 in favor, 1 opposed) ● Grading schema for foundations course approved (14 in favor, none opposed) ● CDL self-directed learning activity approved (13 in favor, none opposed) ● Use of NBME assessment bank approved (8 in favor, 5 opposed)

	<ul style="list-style-type: none"> ○ Formative sessions ○ Students will need a small amount of time during CDL to present per the document. ○ Facilitators may limit number of students presenting in a single session if they feel it's appropriate. <ul style="list-style-type: none"> ▪ Balancing CDL vs presentation time; presentations have not been an issue historically. ○ Should students arrange different topics from each other as a group in advance? <ul style="list-style-type: none"> ▪ Currently, this isn't formalized, but choices should ultimately be individual. ○ Discussion on volume of assessments during courses/formative sessions ○ Presentation vs written, tell students about the material (including a rubric) on the first day and give them autonomy. ● Use of NBME assessment bank: <ul style="list-style-type: none"> ○ See attached document for proposal & specifics on using NBME questions. ○ NBME bank will be exclusively used for summative exams; other summative sessions may employ other banks or assessment methods. ○ The foundations course will not use the NBME bank. ○ Assessment will meet with faculty to pick questions for exams. ○ Tradeoffs between using the bank with old questions vs making a large volume of entirely new questions. ○ Motion: approve use of NBME assessment bank 	
Update from faculty development	<ul style="list-style-type: none"> ● CDL round table – if you did not get the invitation for the round table, please reach out to Andrea Berry. They are every other Wednesday at 12pm. 	●
Other business	●	●