

University of Central Florida

College of Medicine

M1/M2 Minutes

Meeting Date: 08/09/2024

Start Time: 3:02p

Adjourn Time: 4:03p

Chair: Dr. Kauffman

Attendance:

Voting member attendance: Drs. Kauffman, Dil, Hines, Dexter, Khan-Assad, Haris, Kay, Frederick, Beg, Gros, Bhatti, Bradshaw, Castiglioni, Kalidindi | Student reps: Alex VanBennekom

Alternate voting member attendance: Drs. Coffee, Zayat, Student reps: Vraj Amin

Other attendance: Drs. Kibble, Verduin, Selim, Ahmad, Gibson, Retherford, Selim, Plochocki, MacIntosh | Lucia Schweitzer, Liz Ivey, Dale Voorhees, Paul Sturgis, Alisha Corsi, Kim Martinez, Andrew Quigley, Angela Lucas, Deedra Walton, Melinda Ragland, Luke van Blaricom, Soraya Smith, Casey Smith, Jason Konzelmann, Michael Callahan, Shalu Gillum, Caitlin Garcia, Nicole Brooks

Agenda Item	Discussion	Decisions
Approve minutes	<ul style="list-style-type: none"> ● Clarification of when formative quizzes open 	<ul style="list-style-type: none"> ● Approved with update
Announcements	<ul style="list-style-type: none"> ● New FIRE1/2 directors <ul style="list-style-type: none"> ○ Director: Robin Hines, PhD ○ Co-Director: Lane Coffee, PhD ● Technology Update – Dale Voorhees and Ryan Retherford <ul style="list-style-type: none"> ○ DITTO – remote screensharing from device to screens or 401/404 televisions <ul style="list-style-type: none"> ▪ Ed Tech is available for training if interested in using it ○ Classroom setup is otherwise similar to previous years ● Guidelines for question submission to Assessment Office <ul style="list-style-type: none"> ○ 2 week standard for all assessment items ● Approved at CCom: <ul style="list-style-type: none"> ○ Updated CCom Manual <ul style="list-style-type: none"> ▪ Updated M1/M2 voting membership ○ From M1/M2 <ul style="list-style-type: none"> ▪ Faculty Materials and Answers Policy ▪ Operationalizing Exam Scheduling Policy ▪ Time for MCQ Based Assessments 	<ul style="list-style-type: none"> ●

	<ul style="list-style-type: none"> ▪ Clarification of Weekly Formative Quiz Content <ul style="list-style-type: none"> ○ For other approvals, see attached document 	
Proposals for vote	<ul style="list-style-type: none"> ● <ul style="list-style-type: none"> A. Number of Items on MCQ Exams – Dr Kauffman <ul style="list-style-type: none"> ○ Continue with HSS items on each MCQ exam ○ Change total item range to 60-130 per exam ○ Motion – approve attached document B. IS1 Grading Schema – Dr Dil <ul style="list-style-type: none"> ○ Motion – approve attached document C. Proposal to change Course Objective for the Foundations Course – Dr Harris <ul style="list-style-type: none"> ○ Objectives/placement of US healthcare system in curriculum ○ Motion – approve attached document D. Establishing a Guideline for Faculty Feedback Timing– Dr Kauffman <ul style="list-style-type: none"> ○ Feedback needs to be timely to optimize its usefulness ○ Grade time estimates for faculty in advance ○ Motion – approve attached document, with amendment to extend TBL AFE grading time to 3 days 	<ul style="list-style-type: none"> A. Approved (12 in favor, none opposed) B. Approved (12 in favor, none opposed) C. Approved (11 in favor, none opposed) D. Approved (9 in favor, two opposed)
Student report	<ul style="list-style-type: none"> ● M2: Adjusting to Cardio-pulmonary pace from summer break. One session ended unusually early. P-2 has been well received by students. 	<ul style="list-style-type: none"> ●
Module director reports	<ul style="list-style-type: none"> ● S-3: Students are adjusting to the pacing of the course. ● P-2: Review of communication & physical exam & intro to course went well. ● HSS-2: Students should be selecting teams. Most work is asynchronous. ● FIRE: Meeting with M2 students to go over syllabus & advice on projects. ● Foundations: Prep to run the course is done. Medical interviewing will begin the week of 8/19. 	<ul style="list-style-type: none"> ●
Other business	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ●