

# University of Central Florida

## College of Medicine

### M1/M2 Minutes

Meeting Date: 09/13/2024

Start Time: 3:01p

Adjourn Time: 4:40p

Chair: Dr. Kauffman

**Attendance:**

**Voting member attendance:** Drs. Kauffman, Dil, Hines, Dexter, Kay, Beg, Gros, Bradshaw, Kalidindi, Harris, Castiglioni | **Student reps:** Alex VanBennekom

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

**Other attendance:** Drs. Kibble, Selim, Plochocki, Hoopingarner, Piazza, Hernandez, LaRochelle, | Lucia Schweitzer, Liz Ivey, Dale Voorhees, Paul Sturgis, Kim Martinez, Andrew Quigley, Deedra Walton, Melinda Ragland, Luke van Blaricom, Soraya Smith, Michael Callahan, Shalu Gillum, Caitlin Garcia, Nicole Brooks, Ryan Retherford, Carley Blades Myszkowski, Laurel Poole, Jason Konzelmann

Agenda Item	Discussion	Decisions
Approve minutes		<ul style="list-style-type: none"> <li>● Approved</li> </ul>
Announcements	<ul style="list-style-type: none"> <li>● New Curriculum Policies Summary</li> <li>● Assistance with classroom technology problems – Dale Voorhees and Ryan Retherford               <ul style="list-style-type: none"> <li>○ If you’re in the classroom and have an issue, call the number in the classroom for support. It rings both Ed Tech and IHCT.</li> <li>○ Phone number for support: (407) 266-1234</li> <li>○ Timeliness of getting tables or projectors running again during summative events</li> </ul> </li> <li>● New curriculum tagging process (presentation) – Dr Callahan</li> <li>● Approved at CCom:               <ul style="list-style-type: none"> <li>○ From M1/M2:                   <ul style="list-style-type: none"> <li>▪ Number of Items on MCQ Exams</li> <li>▪ IS-1 Grading Schema</li> <li>▪ Proposal to Change Course Objective for Foundation Course</li> <li>▪ Establishing a Guideline for Faculty Feedback Timing: Pre-clerkship</li> </ul> </li> </ul> </li> <li>● For other approvals, see attached document</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>
Proposals for vote	<p>A. <b>Brain and Behavior (S6) grading schema change – Dr Bhatti</b></p> <ul style="list-style-type: none"> <li>○ <b>Motion:</b> attached document for new assignment weights</li> </ul> <p>B. <b>GI/Renal (S4) exam schedule change – Dr Kauffman</b></p> <ul style="list-style-type: none"> <li>○ <b>Motion:</b> approve exam move to 12/18 due to campus closing</li> </ul> <p>C. <b>Setting the Academic Calendar AY25/26– Dr Kauffman</b></p>	<p>A. Approved (7 in favor, none opposed)</p>

	<ul style="list-style-type: none"> <li>○ Change start of academic year, with a 3 week winter break</li> <li>○ <b>Motion:</b> approve attached document</li> <li>○ Precise exam dates will be decided in a future meeting</li> </ul> <p><b>D. Proposals for CDLs in M1 and M2 years – Dr Kauffman</b></p> <ul style="list-style-type: none"> <li>○ See attached document for proposed CDL time options</li> <li>○ Discussion on tradeoffs between options – flexibility of CDLs weeks vs forced scheduling which weeks have them advance</li> <li>○ Sets a template: courses can still work with other courses to shift sessions when necessary.</li> <li>○ <b>Motion:</b> approve <b>option 2</b> in the document, where M1 CDLs occur on M/W afternoons and M2 CDLs occur on T/R mornings</li> </ul>	<p>B. Approved (8 in favor, none opposed)</p> <p>C. Approved (9 in favor, none opposed)</p> <p>D. Approved (8 in favor, none opposed)</p>
M1/M2 Workload Monitoring	<ul style="list-style-type: none"> <li>● New standing agenda item for monthly student workload summary <ul style="list-style-type: none"> <li>○ 2024 M2(CO 2027) is using the same out-of-class policy as previously</li> <li>○ New curriculum will compare workload against total calendar time allotted</li> <li>○ Reporting is in hours/week. Reviewing monthly average for policy compliance with access to more detailed information to determine location of issues if needed</li> <li>○ Report shows that both M1 and M2 are currently in compliance with policies</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>
Student report	<ul style="list-style-type: none"> <li>● M2: S3 final is in one week. The module has been well-received by students. Formative questions have been helpful. HSS2 had its first in-person session today. M2 students had their 4<sup>th</sup> simulated encounter (first occurring during P2) and has been well-received overall as well. No concerns with FIRE at present.</li> <li>● M1: CDLs are well-received. Students are acclimating to medical school.</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>
Module director reports	<ul style="list-style-type: none"> <li>● Foundations: Students are four weeks into the course. Thank you to M2 students for helping to guide M1s! The class is performing well so far. HSS and CS integration has gone well so far. Thanks to Dr. Hernandez for covering facilitation! Students have done well on the first milestone.</li> <li>● S-3: Students have been performing well in the module. Ditto still has issues in COM 401/404, and Zoom can be used as an alternative.</li> <li>● HSS2: First synchronous session went well. Met with M2 leadership and everything is on track.</li> <li>● FIRE: First mentor fair occurred last Friday, with a great showing for mentors. The next fair is in about a month. Second year students are working on their IRB approvals.</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>
Other business	<ul style="list-style-type: none"> <li>●</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>