



## **M3/M4 Subcommittee Meeting**

### **Minutes**

Date: 10/30/2024

Time: 9am

Attendees: Drs. Pasarica, Klapheke, Rodriguez, Thomas, Kielbasa, Osborne, Del Toro, Verduin, Smith, Selim, Martinez, LaRochelle, Bhatti, Moran-Bano, | Ken Dearman, Chris Orengo, Elizabeth Webber, Morayma Cubero, Katherine Newsum, Kim Esterline, Cynthia Teti, Celia Linton Walker, Nicole Brooks, Nadine Dexter, Alisha Corsi, Carly Myszkowski, Casey Smith, Caitlin Garcia, Izzy Nottolini, Leslie Marchand, Jason Konzelman, Andrew Quigley, Andrea Berry, Alina Warner

1. Meeting minutes from the previous meeting- approved
2. Curriculum Committee decisions from the previous meeting- reviewed
3. Action needed:
  - a. The changes to the Culinary Medicine course have been approved for AY 24-25. Enrollment is to be on pause for AY 25-26 until funding is confirmed.  
Approved
  - b. Psychiatry clerkship has submitted the following changes for the AY 25-26.  
Approved.
    - a. Psychiatry Clerkship placements for 2025-2026 will all be at the Orlando VA and will now include exposure to Neuromodulation consults and treatments, video OSCEs, expanded didactics, and AA/NA attendance.
4. Updates:
  - a. Student representatives – M3 year experiences going well.
  - b. Clinical sites- Nemours Jacksonville will have 3 two-bedroom apartments available in 2025; details and final approval pending.
  - c. Faculty development – new offering of the in-person Stanford faculty development course
  - d. New mistreatment policy was shared by Dr Verduin. Policy update on the UCF website.



- e. Curriculum transformation- M1 year with Foundation course is going well. The Create Development Committee is working on the redesigning of the clerkship objectives to align with the new program objectives.

### 5. Timeline reminders:

Timeline	Action	Responsible
Nov-24	Review Clerkship evals & document intervention in teams	CDs
	Finalize sessions for M3 Intersession	CDs
Dec -24	Update the list of teaching residents and faculty	CAs
	Intro to clerkships presentation	CDs
Jan-25	Scheduling requests/lottery for M4 courses	Registrar
Feb-25	Complete lottery for M3 core clerkships	AA
	Propose changes for next AY; Submit clerkship administration annual review guide	CDs
	Housing assignment for AY 23-24 completed	AA
	Finalize sessions for Post M3 Clerkship session, Transition to M3, M4 Bootcamp	CD
Mar-25	M3 elective courses lottery completed	Registrar
	Review Clerkship evals & document intervention in teams	CDs
Apr-25	Apply for the Clerkship LCME educational grants	CDs
	Send student rosters to Clinical partners (site coordinators/faculty/directors)	CAs
	Finalize orientation modules for AY23-24	CDs