

University of Central Florida

College of Medicine

M1/M2 Minutes

Meeting Date: 12/13/2024

Start Time: 3:01p

Adjourn Time: 4:19p

Chair: Dr. Kauffman

Attendance:

Voting member attendance: Drs. Kauffman, Hines, Kay, Harris, Dil, Gros, Bradshaw, Khan-Assad, Beg, Kalidindi, Castiglioni | **Student reps:** Alex VanBennekom, Daniella Mora

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

Other attendance: Drs. Kibble, Hoopingarner, Hernandez, Selim, LaRochelle, Verduin, Dexter, Piazza, | Paul Sturgis, Kim Martinez, Andrew Quigley, Melinda Ragland, Luke van Blaricom, Soraya Smith, Nicole Brooks, Laurel Poole, Alisha Corsi, Dale Voorhees, Casey Smith, Emily Fagan, Michael Callahan, Nicole Brooks, Shalu Gillium, Jason Konzelmann

Agenda Item	Discussion	Decisions
Approve minutes		<ul style="list-style-type: none"> ● Approved
Announcements	<ul style="list-style-type: none"> ● New M1 reps: <ul style="list-style-type: none"> ○ Welcome Daniella Mora and Rohit Veerapaneni! ● Board of governor’s regulation on course textbooks & syllabi <ul style="list-style-type: none"> ○ The preliminary response from main campus is that we are in compliance and just need to add a line to course syllabi. ● Faculty responsible for accessibility, resources available, and how accessible material is denoted <ul style="list-style-type: none"> ○ Please email Dale with the accessibility request since that is the best way for us to track the 7-day process ● Policy distribution to pre-clerkship faculty <ul style="list-style-type: none"> ○ All faculty need to do training on discrimination policies, including non-core faculty ○ Process to give the information to faculty at the beginning of each course as part of a standard information package ○ Course directors will verify the faculty list, coordinators will send the policy ● M1/M2 meeting structure beginning in January 2025 <ul style="list-style-type: none"> ○ In-person faculty-only meeting will start at 3pm (no M1/M2 voting during this phase) ○ 3:45: remaining M1/M2 committee attendees will join (Zoom link available) 	<ul style="list-style-type: none"> ●

	<ul style="list-style-type: none"> ● AY 25/26 Academic Calendar Finalized by March 1st <ul style="list-style-type: none"> ○ AY2526 M1M2M3 Course and Exam Calendar 3 week break.xlsx – link to current draft ● Approved at CCom: <ul style="list-style-type: none"> ○ From M1/M2 <ul style="list-style-type: none"> ▪ IS-2 Course Grading Schema ▪ Item Analysis Guidelines for MCQ Exams ▪ Narrative Assessment Policy ○ For other approvals, see attached document 	
Proposals for vote	<p>A. Clinical Skills T-grade – Dr Kalidindi</p> <ul style="list-style-type: none"> ○ Align with T grades for basic sciences and HSS ○ Motion: approve attached document as-is <p>B. New FIRE conference schedule for AY25/26 - Dr Hines</p> <ul style="list-style-type: none"> ○ See attached document ○ Move conference from February to May 11, 2025. Completing projects in time for the conference is more likely. ○ Requirements for the conference itself will not change ○ Potential impact on CDL calendar, STEP 1 mindset, tradeoffs with alternative dates ○ Motion: approve FIRE conference to May, with submission deadlines in March. Grading schema will be decided in a future vote. 	<p>A. Approved (11 in favor, none opposed)</p> <p>B. Approved (13 in favor, none opposed)</p>
M1/M2 Workload Monitoring	<ul style="list-style-type: none"> ● Summary of M1/M2 workload presented; usage is within the appropriate range. 	<ul style="list-style-type: none"> ●
Student report	<ul style="list-style-type: none"> ● M2: students are very busy, but the curriculum is going well. FIRE deadline, HSS sessions have gone well. Simulated clinical encounter was received very well. GI/Renal final is on 12/18. ● M1: Currently covering IS1 block. Students are studying for the TBL before the break. Some students have brought up issues: <ul style="list-style-type: none"> ○ Organization of bricks – sequence of content to make course progress more smooth ○ Objectives – guidelines to show faculty expectations student should learn from bricks ○ Clinical skills – SP/student feedback 	<ul style="list-style-type: none"> ●
Module director reports	<ul style="list-style-type: none"> ● IS1: Week 9 is finished, with 3 days remaining before winter break. Assessments for TBL, HSS, and clinical skills in January. Some bricks have objectives which align to the course already. This can vary by content & brick. Students are doing well so far overall. ● Clinical sciences: proud of student progress with physical exam. They have completed 4 components and are transitioning into MSK soon. Students have shown good reasoning. ● HSS: Working out kinks on best assessments; impressed by the quality of the student’s work and learning. ● S-4: The final GI/Renal course has gone well, with no obvious concerns from students. 	<ul style="list-style-type: none"> ●

	<ul style="list-style-type: none"> ● P-2: SCE #6 finished and went well. Faculty is happy with student performance overall. PEN note feedback will come back soon. Recorded session on OSCE prep will release in January. ● HSS2: Synchronous session yesterday went very well; students were engaged with the topics and faculty were impressed. ● FIRE: M2s just finished the due date for oral presentation, and those submissions will be evaluated. Deadlines for the FIRE conference are upcoming. M1 can make suggestions for 2026 speakers. M1s will soon begin going through the IRB approval process. 	
Other business	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ●