



M.D. Program Curriculum Committee Meeting Minutes

Date: March 21, 2025

Time: 2:04 PM – 2:42 PM

Chaired by: Dr. Jeffrey LaRochelle

Voting members present: Drs. Asmar, Beg, Castiglioni, Dexter, Gros, Klapheke, Lebowitz, Piazza, Rubero, and Slimani; (M2) Cunningham

Attendees: Drs. Bhatti, Dil, Hernandez, Pasarica, Plochocki, Selim, Smith, Torre, and Verduin; Ms. Berry, Ms. Borges, Ms. Corsi, Ms. Gillum, Ms. Myszkowski, Mr. Quigley, Mr. Van Blaricom, Mr. Voorhees, and Ms. Walton

Consent Agenda

- **Members approved the following consent agenda items.**
 - Meeting Minutes for February 21, 2025
 - UCF COM Policy 9.3.1 Clinical Supervision of Medical Students
 - UCF COM Policy 11.5.1 Confidentiality of Student Educational Records
 - UCF COM Policy 11.6.1 Student Access to Educational Records
 - UCF COM Policy 12.2.1 Tuition Refund
 - UCF COM Policy 12.8.1 Infectious and Environmental Hazards Student Incident
- The above policies were updated to reflect changes either in legislation or the new language of the LCME. There were all minor changes.

M3/M4 Subcommittee – Drs. Pasarica

- **Members approved the following:**
 - Required Clinical Experience for the IM/FM Clerkship: Palliative Care, End of Life, and Advance Directives were added to the list of requirements. This was already happening, but it was not noted in the required clinical encounters.
 - Inpatient Gastroenterology and Hepatology Subspecialty Elective: This is an M3 and M4 elective that will be held at the VA with Dr. Mandalia.
 - Outpatient Psychiatry Elective: This is an updated course proposal to reflect the change from acting internship to an M4 elective.
 - Self-Directed Learning in Clinical Medicine Elective: This will replace and enhance the former Aquafer Independent Study. The elective fosters independent learning, critical thinking, and clinical reasoning through self-assessment, case-based learning, and

evidence-based practice to prepare students for residency. This four-week elective will be offered to M4 students in June of 2026.

PES Recommendations – Dr. Klapheke

- **Members approved the following PES recommendations for the Clerkship Phase of the Curriculum.** A fifth recommendation, noted in red, was added after the recommendations were sent to the committee.
 - Invite FIRE + program representatives to an M3/M4 Subcommittee meeting to update the clerkship faculty on the program and foster cooperation/communication. A goal is to support student research without compromising clinical training duties.
 - Ask UCF COM Faculty Development to report yearly to M3/M4 Subcommittee the dates their Residents As Teachers seminar is scheduled for each clerkship specialty's respective residency program (for example, this could be an M3/M4 agenda item every Fall). Each respective clerkship director should assist as needed in ensuring this seminar is scheduled, perhaps during the residents' scheduled residency program didactics.
 - The Surgery Clerkship should implement didactics for students at all its placement sites that align with the clerkship's learning objectives.
 - The IM/FM Clerkship leadership should meet directly with the site director and faculty at True Health to identify causes and solutions of student dissatisfaction.
 - **Faculty Development sessions on assessment and evaluation for each core clerkship.**

Student Updates

- M2s: Students had their last systems exam. Overall, there are no issues to report.

Announcements/Updates – Dr. Verduin

- There is a new form for collecting information about student mistreatment. It allows students to make an anonymous report. While it is preferred that the reports are not anonymous, the option was given to students who prefer to remain anonymous. Faculty are required to report any mistreatment reported by a student to the Student Affairs Office even if the faculty does not deem it mistreatment as this is an LCME requirement. The link to the form was shared with the committee.
- Pre-Supplemental Offer and Acceptance Program (SOAP) Match rate was 97% and placement after SOAP was 100%. Eleven of our students will complete some or all their training at a UCF affiliated residency position. Forty-four students will complete some or all their training in Florida. It was an overall outstanding Match.

Action Items

- No action items.