



## **M3/M4 Subcommittee Meeting**

### **Minutes**

Date: 5/14/2025

Time: 9:00am

Attendees: Drs. Pasarica, Thomas, Torres, Martinez, Dodson, Selim, Smith, Kibble, Klapheke, Del Toro, Verduin, Mackintosh, Kielbasa, Rodriguez, Castiglioni, Taitano, Harris, Dexter, Dearman, Walton - Katherine Newsum, Morayma Cubero, Chris Orengo, Kim Esterline, Cynthia Teti, Alisha Corsi, Casey Smith, Leslie Marchand, Amanda Ramos, Andrew Quigley, Carolyn Castro, Dale Voorhees, Alina Warner

1. Review previous meeting minutes - Approved
2. Review Curriculum Committee decisions
  - a. Elective courses were approved
  - b. IM/FM and Psychiatry Grading Changes were approved
  - c. Surgery Required Clinical Encounters additions were approved
  - d. Grading change for all M3 Clerkships – Rounding up final grades to nearest whole number.
3. Action needed:
  - a. Course Proposal – M4 Elective in Plastic Surgery, Bay Pines VA – Approved
  - b. 3-year review of the clerkship phase conducted in 2025 was discussed. Drs. Selim, LaRochelle and Pasarica
4. Updates:
  - a. Curriculum updates:
    - i. Careers curriculum – Dr Kibble presented the objectives for the careers curriculum
    - ii. Clerkship educational grants - Dr Pasarica – Three grants approved
      - a. Dr. Dodson – Effect of change in grading
      - b. Dr. Kielbasa – Setting clear expectations in Pediatric clerkship
      - c. Dr. Konopack – Improve residents as teachers



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- iii. Annual review of M3/4 procedures was conducted by the clerkship team. Minor edits were approved by the team.
- iv. New faculty appointment requirement communicated by Dr. Selim – Any attending must have an active faculty appointment before teaching our medical students. As such, a procedure to ensure 100% compliance was discussed and optimized.
- b. Faculty development - The next in-person Stanford Course will be held at UCF COM (no remote option)
- c. Curriculum transformation
  - i. Curricular retreat for transformation of clerkship phase- Nov 21, 2025 (1-5 pm)
- 5. Timeline reminders

<b>June-25</b>	UCF Annual Meeting for Clerkship Site Directors – 6/25/25 via zoom
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