



M.D. Program Curriculum Committee Meeting Minutes

Date: May 16, 2025

Time: 2:01 PM – 3:42 PM

Chaired by: Dr. Jeffrey LaRochelle

Voting members present: Drs. Asmar, Castiglioni, Dexter, Gros, Khan-Assad, Lebowitz, Piazza, Rubero, and Slimani; (M2) Cunningham and (M1) Rodriguez

Attendees: Drs. Dil, Harris, Hernandez, Kauffman, Kibble, Lone, Selim, Verduin, and Williams; Ms. Berry, Ms. Borges, Ms. Brooks, Ms. Castro, Ms. Corsi, Mr. Voorhees, and Ms. Walton

Consent Agenda

- Members approved the following consent agenda item.
 - Meeting Minutes for April 18, 2025

M1/M2 Subcommittee – Dr. Kauffman

- Members approved the following:
 - *2024-2025 FIRE I Grading*: Updated due to the standards not set appropriately for the current class in the M1 year. Changes include removing the requirement to have students earn greater than 90% on their proposal, students will need to receive a grade of 80-89% on the research proposal and complete one of the five criteria listed on the syllabus to achieve *High Pass*, and students will need to receive a grade of 90-100% and complete two of the five criteria to achieve *Honors*.
 - *2025-2026 FIRE I Grading*: Essentially the same as the 2024-2025 FIRE I Grading. The language was clarified to ensure student expectations were made clear.
 - *2025-2026 FIRE II Grading*: Student receives a faculty award (first-third) for their poster presentation at the FIRE Conference was added to the criteria.
 - *Course Objectives Mapping Master List*: Includes all course objectives across M1-M2 years and how they are linked to the educational program objectives. It will be available to students through their course syllabi.

PES Recommendations – Dr. Klapheke

- Members approved the M1-M4 UCF COM Curriculum Review Report. Action Items are as follows:

- Continue to enhance horizontal and vertical integration with the implementation of year 2 of the revised pre-clerkship curriculum and monitor integration through the work of the taskforce.
- Implementation of new policy and procedures for students scoring below 49% on CBSE to improve success on USMLE Step 1 examination.
- Continued support of FIRE+ to increase research opportunities across all years.
- Continue faculty development for new faculty.
- Develop needs assessment for Transition to Core Clerkships course.
- Continue roll out of new EPOs and LOs across all years and monitoring of attainment of EPOs.
- Continue to monitor effectiveness of instructional and assessment methods.
- Members recommended a timeline for the action items with updates on what action items are completed.
- Members approved the recommendations for the IM/FM Clerkship, Neurology Clerkship, and IS-1 Course.
- Members approved the elimination of “Greater than 50% of class with either H- or HP- grade” as a criterion for a PES special review.

Careers Curriculum Proposal

- To meet the educational program objectives of the new curriculum, as required by LCME Element 6.1 (Program and Learning Objectives), it was necessary to formally embed the Careers Curriculum in the M.D. program. This required fully articulating its learning objectives, demonstrating how they map the program objectives, and identifying how the learning outcomes will be assessed. Careers Curriculum was approved by members.

Student Updates

- M1s: Overall, students are doing well and looking forward to summer break.
- M2s: Students have some concerns about Transition to Clerkship.

Action Items

- Self-Study Summary Report and the Independent Study Analysis Report will be presented at the next CCom meeting.