



M3/M4 Subcommittee Meeting

Minutes

Date: July 9th, 2025

Time: 9am

Attendees: Drs.; Pasarica, Selim, Dodson, Bhatti, Dearman, LaRochelle, Osborne, Thomas, Torres, Del Toro, Verduin, Smith, Kibble, Klapheke, Castiglioni, Kielbasa, MacIntosh, Martinez / Alex VanBennekorn, Vraj Amin, Isadore Nottolini, Elizabeth Webber, Celia Linton Walker, Kim Esterline, Morayma Cubero, Cynthia Teti, Katherine Newsum, Amanda Ramos, Carolyn Castro, Alisha Corsi, Caitlin Garcia, Casey Smith, Leslie Marchand, Nicole Brooks, Andrew Quigley, Alina Warner

1. Review previous meeting minutes - approved
2. Review Curriculum Committee decisions – discussed and reviewed
3. Action needed:
 - a. Introduction of the use of AI policy for M3/4 was discussed. More data and information will be brought to the next meeting for a majority decision.
4. Updates:
 - a. Student representatives – questions about RCE were clarified. Reasons for not having a day off before the NBME exam was discussed, including the need for optimizing clinical experiences in the M3 clerkships.
 - b. Clinical sites: Psychiatry residency in Ocala was vetted in person by the Clerkship directors and the Associate Dean. Clinical resources were deemed sufficient. Onboarding has started with the goal of placing the first students at this location in approximately 6 months. Pediatric clerkship has started vetting the Nemours Jacksonville location, with the goal of placing clerkship students in AY 26-27.
 - c. Curriculum updates- the process for verifying faculty appointments and orientation is happening before the start of each rotations is in place.
 - d. LCME outcomes - no new data available at this time.
 - e. Faculty development- Updates on faculty development done for mistreatment procedure: Residents and clinical faculty are required to complete the Orientation to Clerkships module annually. This training includes a section on “Student Mistreatment and Professionalism,” which covers the COM policy on student mistreatment, a link for reporting incidents of mistreatment, as well as the AAMC module on “Positive Learning



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Environment and Mistreatment Prevention.” Additionally, there is an optional Advancing Clinical Teachers module that discusses professionalism. During the discussion sessions for this program, the following topics are covered: Creating a Positive Learning Environment, Resident as a Leader, and Teaching and Assessing Professionalism.

- f. Student affairs – RCA program is being optimized. You can make appointments for residency advising online. The lead RCA program is being finalized shortly.
- g. Curriculum transformation – Curriculum retreat for optimizing the proposed transformation of M3/4 is on Nov 21, 2025 (1-5 pm). Please plan to attend in person. At this time, the CREATE group is working on transforming the grading rubrics for the required clerkships and the objectives for the transition to clerkship, residency, and intersession.