



M.D. Program Curriculum Committee Meeting Minutes

Date: June 20, 2025

Time: 2:01 PM – 3:15 PM

Chaired by: Dr. Jeffrey LaRochelle

Voting members present: Drs. Asmar, Castiglioni, Dexter, Gros, Lebowitz, Piazza, Rubero, and Slimani; (M4) Brown and (M3) Cunningham

Attendees: Drs. Dil, Hernandez, Kauffman, Kibble, Mehta, Pasarica, Selim, Torre, and Williams; Ms. Berry, Ms. Borges, Ms. Castro, Ms. Corsi, Ms. Gillum, Ms. Myszkowski, Ms. Poole, Mr. Quigley, Ms. Ramos, Mr. Van Blaricom, Mr. Voorhees, and Ms. Walton

Consent Agenda

- Members approved the following consent agenda items.
 - Meeting Minutes for May 16, 2025
 - CCom Policies and Procedures Manual
 - UCF-COM-Policy-3.6.1 Student Mistreatment
 - UCF-COM-Policy-6.3.1 Required Activities and Out of Class Work Policy
 - UCF-COM-Policy-9.9.2 Student Evaluation and Promotion Committee (2027)
 - UCF-COM-Policy-9.9.2 Student Evaluation and Promotion Committee (2028)
 - UCF-COM-Policy-10.9.1 Student Assignment to Clinical Sites
 - UCF-COM-Policy-11.5.1 Confidentiality of Educational Student Records
 - UCF-COM-Policy-12.8.2 Infectious Disease Protocol for Medical Students

M1/M2 Subcommittee – Dr. Kauffman

- Members approved the following:
 - *Revised Pre-Clerkship Grade Proposal:* Relatively minor adjustments to what is currently happening in M1/M2. The highlighted weighted scores below were proposed:
 - 40% for clinical skills-based assessments (e.g., SP based assessments/OSCE, etc.)
No changes – stayed the same.
 - 50% for basic science-based assessments, mainly assessing medical knowledge [e.g. institutionally (IRAT, GRAT) and NBME developed MCQs based assessments, or problem-solving based assessments like AFE].
 - 10 % for HSS assessments (e.g reflective essays)

- In Foundation, the first course of the MD program, the weighting is 60%, BS, 30% CS, and 10% HSS due to the nature of the clinical sciences content.
- *Revised Pre-Clerkship Integrated Science Courses T-Grade*: The following change was proposed.
 - Basic Sciences (BS) T-Grade: This will be determined by the outcome of the basic sciences assessments that the student completes as an individual (MCQ and IRAT). The BS domain T-grade is defined as a score < 1.9 SD from the class mean or 65%, whichever is lower.
- *AI Language for Pre-Clerkship Syllabi*: The MD Program does not have a unified policy on AI use. COM and MD Program Leadership are currently in the process of forming a working group to develop such a policy. In the interim, it was proposed that pre-clerkship courses use the following language from the main campus in all syllabi:
 - **Use of AI only with explicit permission.** This class will make use of Artificial Intelligence (AI) in various ways. You are permitted to use AI only in the manner and means described in the assignments. Any attempt to represent AI output inappropriately as your own work will be treated as plagiarism. All use of AI tools must be disclosed in detail.
- *Foundations Course Grading Schema 2025-26*: Aligned with the *Revised Pre-Clerkship Grade Proposal*. No changes to the assessments for Basic Sciences and Clinical Sciences. Adjustments to HSS are as follows:
 - Project Based Assessment (group): 5%
 - Reflective Essay: 5%
- *IS-3 Course Grading Schema 2025*: Aligned with the *Revised Pre-Clerkship Grade Proposal*. The preset number of TBLs and multiple-choice exams that came from the original CREATE proposal is used. It has three individual assessments for HSS and four performance-based assessments for Clinical Sciences.

M3/M4 Subcommittee – Drs. Pasarica/Lone

- Members approved the following course proposal.
 - *Plastic Surgery at CWY Bay Pines VA Healthcare*: The Plastic Surgery Elective will be involved in all aspects of the plastic surgery service in caring for Veterans in the inpatient ward, outpatient clinic, emergency department, and operating room. The experience will cover the broad range of reconstructive plastic surgery diagnosis and treatments, both operative and non-operative. This is an M4 four-week elective.

Student Updates

- M1s (Were not in attendance, but they submitted a report for their class): Students are enjoying summer vacation so far and are looking forward to coming back to school soon.

- M3s: Students had some concerns about the Housing Policy, specifically about having guests stay. Concerns were addressed.
- M4s: Some students are concerned about the residency application process. There are also some concerns about the use of AI. Concerns were addressed.

Announcements/Updates – Dr. LaRochelle

- The USMLE has increased the passing score for Step 2, from 214-218, that will be effective July 1, 2025.
- The Independent Student Analysis (ISA) and the Self-Study Report were discussed. Some of the highlights were as follows:
 - *Strengths*: Effective and stable leadership, well representation of students in discussions, a lot of research opportunities for students through FIRE, positive learning environments with a very well-defined mistreatment policy, very productive and highly talented faculty, and a medical education curriculum that prepares students for supervise practice and performance for Step exams.
 - *Challenges*: Closing the loop on mistreatment concerns, opportunities to strengthen certain areas of the curriculum, finding research mentors, and concerns on research funding.
- End of Year Evaluations report was presented.

Action Items

- No action items.