



M.D. Program Curriculum Committee Meeting Minutes

Date: September 26, 2025

Time: 2:00 PM – 3:16 PM

Chaired by: Dr. Jeffrey LaRochelle

Voting members present: Drs. Asmar, Castiglioni, Dexter, Gros, Khan-Assad, Klapheke, Lebowitz, Mehta, Piazza, Rubero, and Slimani; (M2) Nakirikanti

Attendees: Drs. Bradshaw, Dil, Hernandez, Kauffman, Kibble, Lone, Pasarica, Plochocki, Selim, Soulakova, Verduin, and Williams; Ms. Berry, Ms. Borges, Ms. Brooks, Ms. Corsi, Ms. Garcia, Ms. Poole, Ms. Ramos, Mr. Van Blaricom, Ms. Walton, and Ms. Williams

Consent Agenda – Dr. LaRochelle

- **Members approved the following consent agenda items.**
 - Meeting Minutes – August 15, 2025
 - UCF-COM-Policy-9.1.2 Resident Orientation to Clinical Teaching

M1/M2 Subcommittee – Dr. Kauffman

- **Members approved the IS-2 Course Grading Schema 2025-26:** Changes include: Adjustments made based on the converting to the basic science being worth 50% of the total grade. The Health System Science grading schema has changed to two reflective essays for the 10% total. The clinical sciences have the same number of assessments but there is a slight shift in the weighing to accommodate the first simulated clinical encounter as a formative experience. The next two simulated clinical encounters are worth slightly more.

M3/M4 Subcommittee – Drs. Pasarica/Lone

- **Members approved the following:**
 - *Criteria for Awarding Clinical Credit for an Elective Course* with the following recommendations.
 - ❖ Add ACGME under Accredited Institution since there are some away rotations that are specifically with residency programs that do not have an affiliated medical school.
 - ❖ Correct grammar errors in the second row under Supervision and Oversight: UCF COOM' to 'UCF COM' and 'At' to 'at'.

- *Syllabus Language for Use of AI in Clerkship Curriculum*: This document was created based on the realization that there was no standardized language for the clerkships. This policy regulates the use of Artificial Intelligence (AI) in medical education, which has yet to be uniform across Undergraduate Medical Education (UME) curricula despite rapid advancement of AI capacity. The main campus policy language was used to create this policy with a more detailed explanation on when and how to use AI.
- *Foundations of Tobacco Treatment Elective*: This is a two-week course being offered by Dr. Julia Soulakova for M4 students. At the conclusion of the course, students will submit a reflective essay summarizing their learning experience.
- *Arts in Medicine Elective*: The elective was originally approved in 2021 and is being brought back to CCom for approval with some minor changes. The elective reflects updated institutions as well as updated objectives. No MOUs are required for the new institutions involved since this course is not clinical.

PES Subcommittee – Dr. Klapheke

- The 2024-25 AAMC Graduation Questionnaire Review was shared. Overall, the results of the 2024-2025 GQ are consistent with longitudinal data from recent years, with a high overall satisfaction of the graduating students with their UCF COM medical education.

Mistreatment Concerns Update – Dr. Verduin

- A total of 11 incidents of student mistreatment were reported online in academic year 2024-2025.
 - Out of 11, six involved clinical faculty who all received feedback.
 - One involved preclinical faculty who also received feedback.
 - Two involved clinical staff, which resulted in one student being reassigned to another site, and the other was formally disciplined by the clinical institution.
 - Two involved student-to-student mistreatment. One of the cases was completely anonymous, which made an investigation impossible. The other was referred to the appropriate administrative office.

Student Updates

- M2s: Student representatives are working with faculty regarding basic science and clinical science concerns.

Announcements/Updates – Dr. LaRochelle

- Reminder to the faculty that have been tagged by Dr. Selim's team to be part of the prep for the LCME site visit, to please look at the elements that will be covered.

Action Items

- No action items.