



M3/M4 Subcommittee Meeting

Minutes

Date: January 7, 2026

Time: 9am

Attendees: Drs: Pasarica, Selim, Bhatti, Myszkowski, Dearman, Thomas, Torres, Del Toro, Khosravi, Smith, Taitano, Dexter, Verduin, Ngo, Dodson, Arenas Morales | Vraj Amin, Alex VanBennekom, Rachel Chapman, Chris Orenge, Elizabeth Webber, Kim Esterline, Morayma Cubero, Cynthia Teti, Katherine Newsum, Alisha Corsi, Casey Smith, Leslie Marchand, Andrew Quigley, Amanda Ramos, Nicole Brooks, Jonathan Kibble, Deedra Walton, Dale Voorhees, Danielle Colley

1. Review previous meeting minutes - Approved.
2. Action needed:
 - a. Elective course: Acting Internship in Internal Medicine – Approved
 - b. Elective course: Programming for Biomedical Data Science with Python – Approved
3. Updates:
 - a. Student representatives – all is progressing well.
 - i. M2: Housing key issue addressed – students must pick up keys before winter break.
 1. additional email communication will be sent.
 - ii. M3: SAS contacted to set up Step 2 prep session.
 - iii. M4: issues with first day reporting instructions – Some first-day reporting instructions received late.
 1. Alisha mentioned instructions can be found in the course directory.
 2. Students should contact preceptor for additional information.
 - iv. Dr. Pasarica reminded students about completing credentialing on time.
 - b. Curriculum:
 - i. Dr Vi Ngo introduced- Assistant Director for Pediatric Clerkship
 - ii. Dr. Arenas introduced- Director of Elective courses.
 - c. Clinical sites – progressing well; Working with Nemours Jacksonville to enhance electives.
 - d. LCME outcomes – no issues identified
 - e. Faculty development:



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- i. Next in-person Stanford course: held in September/October
 - ii. 2026 Teaching Sparks calendar: coming out soon.
 - f. Student affairs:
 - i. Military match – 2 students matched.
 - ii. M3 intersession follow up - mandatory meeting on 1/13/26 5:30PM-7PM
 - iii. One-on-one meeting slots available
 - g. Curriculum transformation
 - i. Assessment tools approved – reflective essay (5%), standardized across clerkships and tied to HSS.
 - ii. Didactics topics selected and being refined to avoid overlap between clerkships.
 - iii. Essay rubric being modified based on M1/M2
 - iv. Target completion by June
 - v. Clerkship objectives to be presented at next CCOM meeting.
- 4. Timeline Reminders:
 - a. No lottery for scheduling - worksheet and survey due 1/27/26
 - b. Housing Assignment – lottery starts 1/12/26 and assignments will start late February/early March