



## **M3/M4 Subcommittee Meeting**

### **Minutes**

Date: December 10th      Time: 9am

Attendees: Drs: Pasarica, Selim, Bhatti, Myszkowski, Dearman, Osborne, Thomas, Torres, Del Toro, Smith, Martinez, Taitano, Sturgis, Rodriguez, Verduin, Dodson, | Vraj Amin, Alex VanBennekom, Izzy Nottolini, Rachel Chapman, Chris Orenge, Elizabeth Webber, Kim Esterline, Morayma Cubero, Cynthia Teti, Celia Linton Walker, Katherine Newsum, Alisha Corsi, Casey Smith, Karen Peterson, Leslie Marchand, Andrew Quigley, Deedra Walton, Alina Warner, Allison Pirpich, Caitlin Garcia, Dale Voorhees, Danielle Colley, Kathy Sheehan, Jen Vetere

1. Review previous meeting minutes - Approved
2. Review Curriculum Committee approved decisions:
  - a. Clerkship Didactics - Approved
  - b. Clerkship Assessment Proposal - Approved
3. Updates
  - a. Student Representatives – no concerns, all is progressing well
  - b. Staff/faculty updates:
    - i. Thank you Dr Hina Lone for your service as Director of Electives
    - ii. Dr. Arenas Morales - new Director of electives starting January 2026
    - iii. Dr. Vi Ngo - new Assistant Director of the Pediatric Clerkship starting January 2026
    - iv. Alison Perpich – new Director of Career Services
    - v. Danielle Colley – new Administrative Assistant II in Academic Affairs
  - c. Clinical sites positive feedback
    - i. Lake Monroe UCF site: positive feedback from students and faculty
    - ii. Ocala site Psychiatry: residency program plans to start in block one of the next academic years with two students. Housing is provided
  - d. LCME outcomes- no concerns; block six is coming to an end and PES annual review process will be beginning soon



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- e. Absence Request process – Changes coming in January; clerkship directors and admins will have access to the absence request. user guide is being created
- f. Faculty development:
  - i. spaces are available in the in-person Stanford course starting in January
  - ii. looking at the faculty development needs survey data to develop a plan on how to fill faculty development gaps - will be providing updates beginning next month
- g. Student affairs:
  - i. Military Match Day
  - ii. Intersession next week – career curriculum modules will need to be completed
  - iii. VSLO down for maintenance until late January; projected to be open January 20
- h. Curriculum – working on a timeline to create and integrate the new learning objectives and didactics
  - i. Dr. Cayo will start developing the transition course in January