



M3/M4 Subcommittee Meeting

Minutes

Date: 7/8/26

Time: 9AM

Attendees: Drs: Selim, Dearman, Bhatti, Del Toro, Taitano, Verduin, Ngo, Dodson, Arenas Morales | Alex VanBennekorn, Chris Orengo, Elizabeth Webber, Kim Esterline, Morayma Cubero, Cynthia Teti, Katherine Newsum, Casey Smith, Andrew Quigley, Amanda Ramos, Nicole Brooks, Danielle Colley, Carolyn Castro, Celia Linton Walker, Deedra Walton, Jorge Martinez, Rohit Veerapaneni, Karen Peterson, Caitlin Garcia, Rechell Rodriguez, Alison Pirpich, Leslie Marchand

1. Previous meeting minutes – approved
2. Curriculum Committee decisions:
 - a. Aerospace Medicine and Psychiatry elective were approved
3. Action needed:
 - a. Pediatric Gastroenterology course proposal – approved, being reviewed at CCOM
4. Updates:
 - a. M3/M4 Grant Opportunity:
 - i. Internal department grants are available for quality improvement projects based on LCME clerkship elements
 1. Email was sent with grants and criteria – submissions will be due by the end of august, and the recipients will be determined by September
 - b. Student representatives
 - i. M3 Student Reminder:
 1. As an M3 student, it is helpful to take a proactive approach to your learning. While you will have the support of your preceptors, keep in mind that they are practicing clinicians, and their primary responsibility is patient care. Rather than expecting continuous guidance, take the initiative to ask questions, seek feedback, and clarify expectations early in the rotation. Being engaged and demonstrating ownership of your learning will help you make the most of your clinical experience.



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- ii. Attending a curriculum committee or sub-committee meeting will be considered an excused absence; aim is to have one rep from each class attend meetings
- c. Clinical sites:
 - i. Solidified site arrangements with Tallahassee; 2 students will be sent there for psychiatry residency beginning in August
- d. Interim associate Dean of Medical Education search ongoing; Dr. Verduin extended appreciation to those that participated in interviews – waiting on search committee feedback which should be presented next week
- e. LCME outcomes:
 - i. Finishing well
 - ii. Final report for academic year 25/26 - most student ratings for direct observation and mid-clerkship feedback are at 98% or higher
 - iii. M3 end of year reports are being uploaded; an email notification will be sent once it is completed
- f. Faculty development:
 - i. Clinical teaching modules sent to faculty
 - ii. Resident as teacher is beginning – sending out orientation modules soon
- g. Student affairs:
 - i. Currently searching for an Associate Dean of Student Affairs
 - ii. Finalizing MSPE documents – students will be able to review their documents in September for about 10 days
 - iii. Finalized class rank is projected to be available mid August
- h. Curriculum transformation:
 - i. Working on integrating the new didactics and assessment tools into the curriculum
 - ii. New assessment tools have been effective: direct observations and reflective essays
 - iii. Integrated new course, advanced longitudinal clinical skills and professional development – course combines M3/M4 transitional course, M3 intercession, and M4 boot camp. Also incorporates residency career advice
 - 1. 2 directors – Dr. Cayo and MacIntosh