The meeting was called to order by Dr. Novak at 7:34 am.

**LCME – Requirements & Update**

- Dr. Novak presented the LCME-required Attendance Policy for Required Educational Activities (attachment), which is used by the clerkships, for review and approval by this Committee. The policy for health services access, also LCME-required, has been added on page two of the existing document.
- Dr. Fantone explained that this Committee will be asked to review and approve several policies and procedures for the medical education program that are required by the LCME. A few of these policies have already been presented before the Committee, edited according to member suggestions, and will be presented again for approval. These include descriptions of the roles and composition of this Curriculum Committee, the course directors, and clerkship directors, and the policy on mistreatment.
- Dr. Fantone explained that the Attendance Policy being presented includes UF policy, which has little flexibility, while other aspects of the policy can be modified.
- Dr. Fantone stated that the question of whether we will have an Honor Council of Students has been raised and will be discussed with students before it is formally brought before this Committee.
- Dr. Fantone reported that the LCME database is approximately 70% completed; at approximately 85% completion and the data is more accessible, the Committees will begin convening to do their work.

**Updates**

- Carl Herndon reported that the second-year students are on the last week of G.I. with exams later this week. The final clinical preceptorship of preclinical years is next week. He and Lexi Crawford have been selected to chair the student LCME committee which has begun to work on a pre-questionnaire to help determine discussion topics.
- Christian Reintgen reported that the first-year students are doing well and are coming up on Foundations, and their pharmacology exam. Students are looking into the summer research program.
Medical Education Building Update
• Dr. Fantone reminded all that ground-breaking for the new building will be held on November 22, 12-1:00. Dr. Darryl Kirsch, CEO of AAMC, will be in attendance and will be giving an open faculty forum that morning.

Miscellaneous
• Dr. Fantone reported that the Board of Governors has requested the names, middle initials, last names, DOB, SSN, specialty, and residency placement for all of our graduates from 2000-2013, all of which we provided, with the UF ID# instead of the SSNs. Dr. Fantone expressed appreciation for the efforts of Glenda Railey in compiling the requested information; the plan for the future is to have it readily available in a single data warehouse. Dr. Genuardi reported that the same information was requested of Jacksonville. The reason for the request is unclear.

Foundations of Critical Care Clerkship (attachment)
• Dr. Giordano presented a plan for a mandatory ICU Clerkship. He explained that, currently, there is two weeks of anesthesia that would be extended to four weeks with two weeks in the ICU. The didactic portion will include eight lectures. Much, if not all, of the didactic portion will be conducted in the simulation lab.
• Currently, there is no other opportunity specifically for critical care, except if chosen as an elective or, if by chance, the student follows a patient who gets transferred to an ICU.
• Member discussion.
• Jacksonville may be considered as an optional location to complete this CC Clerkship, once details have been worked out.
• PA students may be included to complete their critical care rotation sometime in the future, but it is not likely in the first year or two.
• The critical care experience will be a rich environment for interprofessional care, and learning.
• It is proposed that July, 2014 will begin the pilot year for this critical care clerkship for third-year students.
• Member discussion: hybrid or staggered program; pediatric critical care; fourth-year elective schedule, independent clinic study.
• Dr. Giordano explained that, logistically, slots for the each month’s rotation, e.g., 20/month, will have to be filled before electives can be filled. Students will have to commit to their rotation during their lottery, e.g., student selects the month of March for a particular ICU.
• This Clerkship will be an increase in requirements for current third-year students by two weeks: they will require a four-week sub-I, four weeks of emergency medicine, Internship 101 (four weeks), two weeks of geriatric, and four weeks of critical care.
• Dr. Fantone asked the Committee for endorsement to change the current clerkship requirement from a two-week anesthesia rotation to a four-week critical care rotation, beginning in 2014. Dr. Harrell moved to approve the change; motion was seconded; the proposed critical care clerkship was approved unanimously.

EPIC and Student Notes
• Dr. Hatch reported that students are now permitted to write orders for outpatient settings and pen them for approval by the Physician. Also, they are working on a process that will allow a student to write a note which faculty, by use of a smart phrase, can import all or part of the student note into the faculty member’s note, according to Medicare guidelines.
• Member discussion.
Other Business
• Dr. Fantone announced that Med Ed Week is scheduled for February 17-21. We will have two outside speakers during the noontime sessions: Dr. Curtis Whitehair, Georgetown University School of Medicine, will be speaking on Wednesday, 2/19, on the topic of the digital learner and. Dr. Lisolette Dyrbye, Mayo Clinic in Rochester, Minnesota, will be speaking on Monday, 2/17, on the topic of burnout. There will also be a sessions on the use of portfolios, on MD/PhD education, and on our curriculum, the LCME and related topics.
• Dr. Hatch suggested that, if an opportunity opens up, that there be a session on entrustable professional activities (EPAs). EPAs are competencies that are being recommended as required before residency and this recommendation is currently in the “getting comments” stage at the AAMC. Dr. Hatch will provide Dr. Fantone with the AAMC link.
• Dr. Fantone announced that UF Health will be building another south tower which will house mostly neuro and cardiology and scheduled to open in 2017.
• UF Health continues to expand its presence in Orlando – neurosurgery is now partnering with Orlando Health, as well as pediatrics working with Arnold Palmer’s residency training program there.
• Member discussion: AAMC meeting and topics; second-year grad survey.

Other Updates
• Dr. Jacobs-Elliott reported that a survey of admissions showed only about 50% of admission committees had representation from diversity affairs. There is a joint collaborative between the Committee on student Diversity Affairs and the National Committee on Admissions to address this topic. She also reported that AAMC is looking at developing a post-baccalaureate program consortium.
• Dr. Genuardi reported that Jacksonville has opened a new outpatient facility.
• Dr. Rice reported that there will be two more PA post-graduate programs beginning July 1, 2014 at UF Health: surgery (4 slots) and urology (2 slots).

Meeting adjourned at 8:45 am.

Next Meeting: December 10, 2013, 7:30-9:00 am, Room C2-041A, videoconference to Jacksonville Borland Library