CURRICULUM COMMITTEE
MEETING MINUTES
November 18, 2014
7:30 to 9:00 AM, Room C2-041A,
Videoconferenced to Deal Boardroom

Member Attendees: Joseph Fantone (Chair), Paulette Hahn, Heather Harrell, Robert Hatch, John Meuleman, Maureen Novak, Kyle Rarey, Tom Rowe, Michael Tudeen (MS4), Margaret Wallace, Jordan Ashcraft (MS1), Frank Genuardi, Michelle Jacobs-Elliott, James Lynch, Christian Reintgen, Ralph Rice, Matthew Ryan
Guest: Stratford May
Recording: Susan Sorci

The meeting was called to order by Dr. Fantone at 7:40 am.

MD-PhD Timeline & Curricular Change (attachments) – For Approval
- Dr. Novak explained that there are two proposed changes being presented for Committee approval:
  1) MD-PhD students are to complete an introduction to the clinical research practicum, just prior to the MS1 orientation, which will become a longitudinal experience where the MD-PhD students will meet with their faculty and their small groups on Thursday for Discovery; and
  2) MD-PhD students are to complete a clinical clerkship orientation and 8-week clerkship after their first two preclinical years and then join their labs and PhD experience, thus improving their sense of what a clinician-scientist is and what they’ll be doing in the future. This proposed change is a recommendation made by an external advising committee consisting of faculty from other schools’ MD-PhD programs.
- Dr. May continued with more detailed description of the curriculum change and timeline.
- Member discussion.
- Dr. Hatch moved to approve the MD-PhD program change in curriculum and timeline as presented; motion was seconded, and Approved unanimously.

Updates
- Dr. Hatch provided an update on clerkships since the change approved by this Committee in the Family Medicine Clerkship extending neurology to 4 weeks from 3, and adding to Family Medicine a continuity experience for 12 weeks with students spending time in an outpatient or family medicine clinic. He said that, though the students like the experience, the continuity with patients wasn’t as improved as was predicted, but that continuity with doctors is improved and favored by the students. He reported that the interprofessional experience that has been built in is also proving to be valued and appreciated. Member discussion.
- Updating on courses, Dr. Rowe reported that Dr. Novak has progressed with integrating higher level overall learning objectives of the curriculum into the syllabi. Efforts will continue into the next year to eliminate redundancies in the curriculum and to identify
some of the more complex content in the first two years which can be moved to years three and four.

- Dr. Lynch reported that Admissions is in the middle of interview season. The total number of applications is currently 4,250, a 12% increase from last year with the national average being 2.5-3%. Primary application will close December 1, and we have already received as many completed secondary applications as we did last year with the secondary application period open until the middle of January. Member discussion.
- Dr. Harrell inquired about a recent newspaper article erroneously reporting of a UF online medical degree available at reduced tuition. Dr. Fantone explained how tuition is calculated, how the error in communication may have occurred and stated there would be a correction/clarification given to the paper for print.

Residents as Teachers Program (RAST) (attachment) – For Information
- Dr. Fantone stated that the LCME is interested in how we inform our residents of the learning objectives of the educational program or departments. He said our RAST program is one way that is accomplished and the majority of new residents are required to participate in the program. Drs. Genuardi and Novak stated that the clerkships’ goals and objectives are entered in New Innovations and all of our residents attest they have reviewed them.
- Member Discussion re: mistreatment; resident teaching; remediation; recognizing and addressing outliers in teaching; program director feedback; referral to RAST.
- Dr. Fantone stated that this topic can be brought forward to this Committee for further discussion and consideration of having Directors report to the Department Chairs those residents who are under-performing.

USMLE® Step 2 Clinical Skills (CS) (attachment) – For Information
- Dr. Novak presented the CS report for information – our students are prepared and performing well. Member discussion re failing students: interpersonal and communication skills; identification and remediation.

LCME standards: ED 34-37; Curriculum Committee Role and Responsibility (attachment) – For Information
- The LCME Standard for the Curriculum Committee role and responsibility presented for information, as requested by members at the October meeting.

Phase 1 Course Review Process & Plan for Annual Review of Phase 2 and 3 Required Clerkships (Attachments) – For Information
- The Phase 1 Course Review and Plan for Annual Review of Phase 2 and 3 Required Clerkships presented for information.

4th Year Proposal – Dr. Ryan – (Attachment) - For Approval
- Dr. Ryan presented a proposal for fourth year policies, required courses and credit options beginning AY 2015-16. He stated that it is intended to provide some cohesiveness in fourth year is set up.
- Dr. Ryan pointed out some highlights of the Proposal as listed in the “Relevant current policies”.
- Member Discussion.
- Dr. Harrell motioned to Approve the Proposal with the following two changes as discussed by the Committee: 1) 3rd bullet: the schedules of the bottom third* of the class will be reviewed by the Director (*changed from 20%); and 2) 4th bullet: Students...may formally petition the Academic Status Committee* for permission to take additional electives (*changed from the ADSA); Motion was seconded; and Approved Unanimously.

Meeting adjourned at 8:59 am.

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Next Meeting: December 9, 2014, 7:30-9:00 am, Room C2-41A, videoconference to Jacksonville Deal Boardroom