Curriculum and Instruction Committee
Meeting Minutes
Thursday June 18th 2015

Attendees
Carolyn Klatt, MLIS Tina Thompson, PhD, Chair
Butch Wolff, MD Dominique Broccoli, PhD
Steve Williams, MD Ed Grimsley, MD
Marshall Angle, PhD David Baxter, MD
Roberta Weintraut, MD Blanca Lopez, MD
Bob Visalli, PhD Kristjan Thompson, PhD
Susan Cline, PhD Alice House, MD
Roy Russ, PhD Michael Smith, PhD
David Parish, MD Edward Klatt, MD
Grady Carter, MD Jeff Ignatoff, MD

Absent
Dina Linfoot, MD Joshua Masdon MSI
Jacob Beltz, MSII Mahesh Patel, MD
Curran Dalal, MS Robert Donner, MD
Phil Malan, PhD, MD John Buckholtz, MD

Call to order

Dr. Tina Thompson, Chair of the CIC Committee, called the meeting to order at 4:30 PM.

Approval of Minutes

The minutes from the May 21st, 2015 meeting were presented for approval of the committee. The minutes were approved by acclamation.

New Business

1. Clerkship directors had until Friday June 12th to make changes to patient encounters. There were no changes.
2. Family medicine is proposing some changes.
   a. There is concern about the OSCE, the cases are not matching their curriculum and scoring is not determined by clerkship. They would like to review the cases to make sure they are matching the learning objectives. They are concerned that sense the OSCE does not currently match their learning objectives and that the grading rubric is too weighted toward the SP assessment it should not be summative. A motion (Dr. Broccoli) was made to make the FM OSCE formative instead of summative. The motion was seconded (Dr. Parish) and passed. A second motion (Dr. Smith) was made to have the CIC form a task force to reevaluate the OSCE in Pediatrics, Family Medicine and Internal Medicine and make recommendations to insure that the clerkship determines cases and grading rubric AND if the OSCE is being used in a summative manner that validly and reliability can be
demonstrated. The motions were seconded and passed. Dr. Williams, as Director of CDAC was tasked with communicating the concerns expressed with the staff in CDAC.

b. They would like to discontinue use of the current in house midterm exam. The replacement exam will be linked to the question bank available from Essentials of Family Medicine text. Students will have access to most of the questions and will be able to learn and master the concepts.

c. They would like to redistribute the grading rubric. They would like to add 5 percentage points to clinical performance. Dr. Weintraut will present the adjusted rubric to the CIC for approval.

Dr. Thompson asked that the 4th Year committee be tasked with re-examining the selective requirements of the 4th year. It is becoming more and more difficult to schedule all of our students into these selectives. In addition, there has been some question over the purpose of requiring students to take 2/3 of these somewhat disparate selectives. The committee should review the goals of the 4th year curriculum and make recommendations to affirm or modify the goals and curricular requirements. A report is expected by October 30, 2015.

**Old Business**

1. The IM clerkship would like to raise the shelf score to 62, it is currently 59 which is below the national standard. Dr. Baxter made the motion for the change, Dr. Ignatoff seconded the motion and it was passed. Dr. Baxter made a second motion to give permission to the clerkship directors to share student struggles with another clerkship director after talking to academic affairs and the program director. Dr. Cline seconded the motion and it was passed. Dr. Baxter also talked about the pass with honors issue. The surgery clerkship chose a number of 88. When discussed with other clerkships, the consensus was that one number for all clerkships would not work because of the differences in the rubric and how the clerkships are assessed. Dr. Baxter will continue to work with the clerkships and present information and a proposal to the CIC.

2. The curriculum task force committees have met and the block schedule is set. A call went out to the disciplines to start working on topic areas. The next step is to get functional block committees together to add the content details. There is going to be a retreat in August or September and most of that meeting will talk about the new curriculum. The retreat will be in Macon.

3. The assessment task force has three sub groups working on specifics. The first group is exam design and item writing, second group is working on oral exams combined with clinical exams and the third group is working on portfolios.

**Campus Specific Curricular Issues**

1. Savannah (Tina Thompson) – none
2. Macon (Steve Williams) – none
3. Columbus (Alice House) – none
Subcommittee Reports

1. BMP (Ed Klatt) – Phase coordinators committee met and reviewed three phases. Phases are going well and outcomes are equivalent across the phases. Areas were identified for improvement.
2. CS (Bianca Lopez) – no
3. CM (David Parish) – Recruiting for a Director of the CM program on the Savannah campus.
4. Year 3 (David Baxter) – no
5. Year 4 (Steve Williams) – no

Thursday, July 2nd meeting is cancelled.

Adjournment

There being no further business to discuss, the meeting was adjourned at 5:45 PM.

Minutes recorded by Katie Davis