Curriculum and Instruction Committee
Meeting Minutes
Thursday, February 5th, 2015

Attendees

Carolyn Klatt, MLIS
Kristjan Thompson, PhD
Marshall Angle, PhD
Bob Visalli, PhD
Susan Cline, PhD
Roy Russ, PhD
Edward Klatt, MD
David Parish, MD
Michael Smith, PhD

Tina Thompson, PhD, Chair
Dominique Broccoli, PhD
Alec Ridley MSII
Jeff Ignatoff, MD
Phil Malan, PhD, MD
Blanca Lopez, MD
Curran Dalal, MS
Grady Carter, MD
Ed Grimsley, MD

Absent

Dina Linfoot, MD
Steve Williams, MD
Roberta Weintraut, MD
David Baxter, MD
Butch Wolff, MD
Robert Donner, MD

Jacob Beltz, MSII
Alice House, MD
John Bucholtz, MD
Fiona Bell, MSI
Mahesh Patel, MD

Call to order

Dr. Tina Thompson, Chair of the CIC Committee, called the meeting to order at 4:32 PM.

Approval of Minutes

The minutes from the January 15th 2015 meeting were presented for approval of the committee. The minutes were approved by acclamation.

New Business

1. Dr. Thompson introduced the first item of new business - the Columbus Campus Class Size. The Columbus administration has asked the CIC to consider to increase the number of students from 14 to 16 for 2015-2016 school year.
   a. Dr. Parrish asked if there are going to be transfer students in Columbus, he stated that it is not a good idea – they do not have the resources available to them. This has not been restricted in the past but Dr. House had previously indicated that the bulk of the students would not be transfer students.
b. Dr. Cline wanted to know what the rationale for the request. When Savannah expands to 65 students we will need additional clinical sites so we need to slowly increase numbers in Columbus so we are prepared.

Dr. Grimsley made a motioned to increase the number of students in Columbus by 2 with the restriction that this increase will not be made by increasing the number of transfer students allowed on the campus. The motion was seconded and passed 8 for/6 against. Student Affairs would like to formally incorporate 3rd year financial aid sessions into the Year 3 calendar. Student Affairs has been able to provide voluntary financial aid sessions without approval of the CIC. The formal request is to have up to 2-one hour during year 3. These sessions would be scheduled immediately following the longitudinal course to minimize clerkship educational activities. Discussion included questions about the need to make the sessions mandatory, whether it was best to identify them as curricular time and/or shortening the longitudinal course to accommodate these sessions. Financial aid sessions are critical to reduce student indebtedness and making them mandatory increases the perceived value for the students. The CIC is charged with monitoring scheduled and non-scheduled time, by identify these as curricular, we are validating the importance of these sessions. Since the longitudinal course schedule is based on the goals/learning objectives previously approved for the course, this did not seem appropriate.

Dr. Ignatoff made a motion to approve the request for the addition of 2 hours, nonconsecutive, for financial planning sessions. These sessions will be scheduled to coincide with the longitudinal course. Dr. Broccoli seconded the motion.

Dr. Cline suggested that now that the course is part of the curriculum, Student Affairs should submit a course description with learning objectives and outcomes measures. This was accepted as a friendly amendment. The motion was approved unanimously.

2. Dr. Cline presented the summary of the curricular/assessment activities at a recent Macon, Division meeting. She shared faculty thoughts on the proposed curriculum plan. She states that there is a level of anxiety about what is going on with the curriculum changes. The concerns are not to be thought of as negative but as something to think about. Dr. Cline emailed the summary to the committee.

The concerns are relatively minor and revolve around the normal uncertainty associated with a curricular change of this magnitude. It was determined that the faculty should be provided with the principles document to review so that they have a better understanding of the goal of the revision. In addition, the curriculum and assessment task forces will provide reports of their current progress at the next CIC meeting so that decisions can be made with respect to implementation timelines. Dr. Thompson will also prepare a response to the individual concerns shared by Macon basic science faculty.

Old Business

The Clinical skills and CM comparisons could not be presented.

Campus Specific Curricular Issues

1. Savannah (Tina Thompson) – Building construction is creating minor interruptions. LCME meeting will take place of next CIC meeting.

2. Macon (Steve Williams) – None.
3. Columbus (Alice House) – Not at the meeting.

Subcommittee Reports

1. BMP (Ed Klatt) – None.
2. CS (Bianca Lopez) – None.
3. CM (David Parish) – Will try to coordinate with LCME visit and will meet after 1st year students. The system is being tweaked.
4. Year 3 (David Baxter) – Not present.
5. Year 4 (Steve Williams) – Orientation is on February 26th from 5-7 PM.

Adjournment

There being no further business to discuss, the meeting was adjourned at 5:35 PM.

Minutes recorded by:
Katie Davis