Curriculum and Instruction Committee  
Meeting Minutes  
Thursday, December 18, 2014

Attendees:
Carolyn Klatt, MLIS  
Kristjan Thompson, Ph. D  
Marshall Angle, PhD  
Bob Visalli, Ph.D.  
Susan Cline, PhD  
Roberta Weintraut, MD  
Alice House, MD  
John Bucholtz, MD  
David Parish, MD  
Tina Thompson, PhD, Chair  
Dominique Broccoli, PhD  
Jacob Beltz, MSII  
Jeff Ignatoff, MD  
Steve Williams, MD  
Roy Russ, Ph.D  
Edward Klatt, MD  
Blanca Lopez, MD

Absent:  
Dina Linfoot, MD  
Butch Wolff, MD  
Mahesh Patel, MD  
Curran Dalal, MS  
Phil Malan, PhD, MD  
Ed Grimsley, MD  
David Baxter, MD  
Alec Ridley MSII  
Fiona Bell, MSI  
Michael Smith, PhD  
Robert Donner, MD  
Grady Carter, MD

Visitor: Steve Carpenter, MD

Call to order

Dr. Tina Thompson, Chair of the CIC Committee, called the meeting to order at 4:31 PM.

Approval of Minutes

The minutes from the December 4th, 2014 meeting were presented for approval of the committee. *The minutes were approved by acclamation.*

New Business

1. Dr. Williams and Dr. Carpenter presented the proposed changes to the Capstone Course. The 13 EPA’s where listed and reflect what students should be competent in when they start residency. Some of the points brought up were;  
   a. Felt that the EPAs should be in the Capstone course and would like approval to develop curriculum to address EPA’s in the Capstone.  
   b. Can be easily done with no changes to the goals of the course and will fit with the objectives.  
   c. Some things in the course need to be eliminated – funeral homes, cemeteries, art and residents as teachers.
d. EPAs were presented at the 2013 AAMC meeting and it was suggested that medical schools review and consider addressing as applicable. They are not designed to be single observations but multiple observations for each EPA over the curriculum.

e. Dr. Angle was not sure how gaps could be addressed in Capstone Course. Dr. T Thompson stated that the Capstone Course is an opportunity for the students to come back together as a group and to enhance what they know. Students like the workshops – the gaps are filled by participating in learning that they may not have had during their medical school experience.

f. Some workshops could be about handoffs, team building, consults and etiquette. Dr. Broccoli feels that the death and dying segment is a good one and should remain in the course.

g. Dr. T Thompson reminded the committee that the CIC approved the goals and objectives of the Capstone Course 2 years ago and that Dr. Williams and Dr. Carpenter are asking if they can have approval to modify the curriculum (not goals/objectives) to incorporate EPAs. This was taken as the motion (Steve Williams), seconded (Ed Grimsley (?)). The motion passed unanimously.

2. Dr. Williams presented information about the Global Health Learning Initiative (?). In 2012 the AAMC pre-vetted potential educational opportunities 4th year electives around the world. Participating with this Initiative would allow MUSM to broaden the number of international electives available for our students and would eliminate the ability of students to create their own international SGE. This would also eliminate the need to review the educational merit of each SGE which can be very difficult. The 4th year committee brought forward a motion to pursue developing a relationship with the Global Health Learning program. This motion required no second. The motion was open for discussion. Dr. K Thompson asked if this was for students to travel or for students to come to us. Dr. Williams said MUSM could be a home (allowing our students to travel) or host (allowing other students to come to MUSM) Dr. T Thompson said it our partner hospitals would have to be consulted if MUSM wished to serve as a host. Students going to the locations would have to speak the language. Motion was approved unanimously.

3. Dr. T Thompson reviewed the participation of residents in the residents as teachers program. She stated that the MUSM program was completed at all 3 campuses in July and that we had 100% completion. One resident who arrived on campus late completed the review of materials on Blackboard.
**Campus Specific Curricular Issues**

1. Savannah- Tina Thompson--- Construction is not having a negative impact on learning environment. Contractors will stop construction during testing times.
2. Macon-Steve Williams---None
3. Columbus- --Meeting with Dr. Wolff to discuss the impact of the financial challenges to St. Francis. University wants to start training in sexual harassment and shooter awareness.

**Subcommittee Reports**

1. BMP— Ed Klatt – no update
2. CS— Bianca Lopez – no update
3. CM— David Parish – tax bill will go out tomorrow
4. Year 3—David Baxter – no update
5. Year 4—Steve Williams – 4th year student orientation will be on February 26th from 5-7.

**Adjournment**

There being no further business to discuss, the meeting was adjourned at 5:30 PM.

Minutes recorded by:
Katie Davis