Curriculum and Instruction Committee
Meeting Minutes
Thursday February 18th, 2016

Attendees
Carolyn Klatt, MLIS
Steve Williams, MD
David Baxter, MD
Susan Cline, PhD
Edward Klatt, MD
David Parish, MD
Ed Grimsley, MD
Kirby Chisholm, MSIII
Blanca Lopez, MD

Tina Thompson, PhD, Chair
Marshall Angle, PhD
Roberta Weintraut, MD
Jeff Ignatoff, MD
Alice House, MD
Michael Smith, PhD
Bob Visalli, PhD
Zachary McGalliard, MSI

Absent
John Buckholtz, MD
Mahesh Patel, MD
Jacob Beltz, MSIII
Dominique Broccoli, PhD
Curran Dalal, MSIV
Grady Carter, MD
Jean Sumner, MD

Carol Pryby, MD
Joshua Masdon MSI
Kristjan Thompson, PhD
Butch Wolff, MD
Roy Russ, PhD
Robert Donner, MD

Guest
William F Bina MD, MPH, FAAFP

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 March 4th meeting were presented for approval of the committee. Zachary McGalliard was present at the March 4th meeting. The minutes were approved by acclamation.

New Business

1. Dr. House presented a proposal to increase the class in Columbus. They would like to increase the class size from 15 to 18 for the 3rd year class starting in the fall and 18 for the 4th year class the following year. The clerkships feel comfortable with the change. There was some concern about whether there are enough IM faculty (Columbus Regional and the local community) to deliver the curriculum and oversee the student experience. Dr. House indicated that there are now enough faculty to do so. There was also discussion about the suitability of FM residents to oversee students on the IM rotation. As long as the FM residents are supervised by IM
attendings, this should not be an issue. The students will be scheduled equally – 9 on block A & 9 on Block B. The motion was seconded. For – 14 Abstention – 1. (Is this true, I thought it was unanimous?)

2. Dr. Williams proposed a change to the CM year 4 visit dates (see attachment). CM is currently in a block rotation and falls during interview times. The committee would like to see CM rotations be open and to be placed anywhere on the schedule. There have also been problems with students picking their projects before the rotation starts. Dr. Thompson had a question about #5. It should read that all grades should be turned in within 6 weeks after completion of the rotation and no later than one week before graduation for the last rotation. The motion was seconded, 15 For.

**Curriculum Revision**

1. At the request of Dr. Parish, Dr. Thompson presented the assessment of faculty needs for the new curriculum. The numbers are an estimate of time & effort based on current time and what will be expected for the new curriculum in the future, prep time is not represented in either the old or the new curriculum. Conclusion, the new curriculum can be delivered with the existing faculty however there will have to be a redistribution of faculty time & effort. The new format to deliver the curriculum will provide an opportunity for more clinical faculty involvement. Dr. Cline indicated that there was no calculation of the faculty hours required for TBL sessions. Dr. Thompson said she would provide that information. Please see the attached updated information.

**Adjournment**

There being no further business to discuss, the meeting was adjourned at 6:10 PM.

Minutes recorded by Katie Davis