Curriculum and Instruction Committee

MEETING MINUTES

DATE: Thursday, March 2, 2017
TIME: 4:30 P.M.
LOCATION: COL-DLR MAC-ECR SAV-ECR

Attendees
Tina Thompson, PhD, Chair
Marshall Angle, PhD
Michael Arrington, PhD
Jacob Beltz, MSIII
John Buckholtz, MD
Frank Carlton, MD
Bobby Donner, MD
Ed Grimsley, MD
Alice House, MD
David Baxter, MD
Susan Cline, PhD
Butch Wolff, MD
Steve Williams, MD, Vice Chair
Jeff Ignatoff, MD
Carolyn Klatt, MLIS
Edward Klatt, MD
Joshua Masdon, MSII
Zachary McGalliard, MSI
Larry Nichols, MD
Anna Spelts, MSIII
Kristjan Thompson, PhD
Kelly Tipton MSI
Bob Visalli, PhD
Roberta Weintraut, MD

Absent
Kirby Chisholm, MSIII
Blanca Lopez, MD
Mahesh Patel, MD

Guests
Marie Dent Ph.D
Keisha Callins M.D.

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

Approval of Minutes:
Dr. Thompson asked for approval of the 1/19 and 2/2 minutes. Hearing no corrections or objections both sets of minutes were approved.

New Business:

Policy of clerkship grade posting - Ed Grimsley

Dr. Thompson tasked Dr. Grimsley and Dr. Baxter to develop a policy on clerkship grade submission. Dr. Grimsley presented the policy that was developed by Dr. Baxter, Dr. Williams and himself.

Outcomes:
- Policy was developed to comply with LCME standard 9.8 A far and timely assessment of student achievement.
• Reporting of final grades no later than six weeks from the Monday that shelf scores are released.

• **Two weeks** - Academic Records will notify clerkship coordinators and academic deans that grades are needed.

• **Four weeks** - Clerkship director and coordinator will be reminded that grades are due. Year 3 program director and Academic Affairs Deans of any clerkship that fails to post grades by the end of week four.

• **Five weeks** - the Department Chair and the Dean of the medical school are notified in addition to all listed under four week notification. The Department Chair will contact Clerkship Director to insure grades are posted no later than end of the week. The LCME departmental committee representative will be notified.

**Challenges:**
- Getting back assessment and evaluation from residents or faculty in a timely manner.

**Quorum – YES  13 voting members**

*A motion was called for by Dr. Thompson in regards to grading policy.*

- **Motion made**
- **Motion seconded**

- **Discussion – NONE**

- **Motion was put to a vote.**

- **13 YEA  0 NAY  0 Abstentions**

*Unanimous PASS*

**Residents as Teachers Macon Update** – Steve Williams

**Outcomes**

- **Columbus** – Complete
- **Macon** – All but two students in IM are now complete.
  - Will be working residents as teacher training back into internal orientation for the 2017-2018 school year.
  - Also working with Coliseum moving forward.
- **Savannah** – Complete

**New Business:**

**Population Health Visits** - Dr. Marie Dent

Population Health Visits will begin May 22, 2017 and will run through June 9, 2017.

**Project subcommittee** – looking at projects and make recommendations to block committee as to what the projects will look like.
- **Guiding principles**
  - Longitudinal connections –
• Reinforce community connection and benefit
• Project will add primary data collection
• More feedback from Com Med preceptor
• Projects will emphasize perceived value to student, preceptors and community.

• Focus areas
  • By region
  • Area served by same preceptors

• Project Structure
  • Year 1 – Identify project
    ▪ Tentative goals
    ▪ Tentative deliverables
    ▪ Population Health Competencies
  • Year 2 – Plan project
    ▪ Develop and Pilot project
    ▪ Lit. search/pilot / 4th year project proposal
    ▪ MUSM Population Health Competencies addressed
  • Year 4 – Implement project
    ▪ Implement/evaluate/report
    ▪ Conduct/write up/evaluate project
    ▪ Data collection

• Population Health Visit Medical Practice skills
  • Take a thorough history on a new patient.
  • Take a focused history on an established patient.
  • Take vital signs including BP.
  • Perform an HEENT exam
  • Perform a lung exam
  • Perform a cardiovascular exam
  • Perform an abdominal exam
  • Perform a neurological exam.

• Non-Clinical Activities
  • Student develops knowledge and skill required to provide leadership and direction in a community-responsive manner.
  • Accompany preceptor to such activities as:
    ▪ continuing education, hospital meetings, civic club meetings, board of health meetings;
    ▪ providing care at other locations such as prison or nursing home;
    ▪ Participation in the social, political, sports, and/or religious aspects of the community and the preceptor's life outside the office.

Campus Specific Curricular Issues:

Columbus – None

Macon – Dr. Williams and Dr. Grimsley has a positive productive meeting with HCA. HCA has agreed to accept the background check and drug screen that Navicent are currently using.

Savannah - None
Subcommittee Reports:

**BMP/PBL** – Block committee reviewed year two blocks to date. There was an average of 80 with scores falling in the acceptable range on the histogram. Still two blocks left to go this year. Overall pleased with the outcome.

**Clinical Skills** – Dr. Hogan has developed a learning activity for the students called the Dermatome Dance. Students will work in their assigned groups, using their creativity to demonstrate their understanding of dermatomal patterns of the human body. The session will be ‘judged’ with prizes awarded.

**Community Med** – No Report

**Year 3** – CDSC meeting next week.

**Year 4** – Vacation time will now be known as Discretionary time and will be split evenly between 4 weeks in the Fall and 4 weeks in the Spring semesters.

Meeting adjured