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

New Business

1. Welcome New Members
   Dr. Tina Thompson welcomed the new members of the Committee. Each person introduced him/herself to the group. Dr. Thompson stated the Charging Meeting date has not been set yet, but she will inform the Committee when the date is decided.

2. Recommended Clerkship Changes
   Dr. David Baxter presented a Review of the Recommendations Changes for Individual Clerkships for Academic Year 2016-17. (A copy of his document is attached to these minutes.) In addition, Dr. Baxter presented a chart of the passing scores for the shelf exams. (A copy of his presentation is
attached.) He noted that there is a typographical error on the chart; the Internal Medicine passing score should be 62. The scores are scaled and not based on percentage correct.

Discussion followed including the new on-line accessibility of textbooks, and how student chart notes are documented within the different hospital systems. Funding for the Family Medicine textbooks will come from the ACT funds. It was noted that Family Medicine in Macon is going to start a trial of standardized patient experience without a preceptor present, with preceptors in the afternoons, secondarily.

It was noted none of the clerkships have requested to change patient encounter numbers. Manuals have not yet been received, and any requested changes will need to be approved by the CIC. All Clerkship Directors and Coordinators were thanked for their hard work and input; Carolyn Klatt was thanked for all her contributions. Dr. Baxter will do a Year End comparison for Clerkships between campuses, once grades are finalized.

A motion was made by Dr. Baxter, as Chair of the CDSC Subcommittee, to accept the recommended changes made by the Clerkships. This required no second.

A vote by show of hands resulted in Yes 19, Opposed 0, and Abstentions 0. The changes were accepted as presented.

3. Year Three Orientation
   Each campus was asked to give a brief overview of their Third Year Orientation week, which begins July 18, 2016.
   Dr. Ed Grimsley presented the schedule for the Macon campus, LaQuanta Hamilton presented the schedule for Columbus, and Dr. Tina Thompson presented the Savannah schedule.

   Dr. Thompson noted that Step I exam scores will not be posted until very close to the start of Orientation, so we will not know whether we will have to pull students from the rotations.

Curriculum Revision
1. Question Writing Workshops
   Dr. Thompson presented information about the upcoming Question Writing Workshops to be held July 19 and 21. There will be two sessions on each campus and they will be repeated later in the month as well as in August. Committee members have been notified by email. Both MDs and PhDs are invited to participate.

2. Foundation Block Update
   Dr. Ed Klatt was not able to attend the meeting so no presentation was made.

3. Assessment Committee Update
Dr. Mike Smith presented an update on the proposed portfolio/mentoring program, which is an expanded advising process. (His presentation is attached to these minutes.) He noted that this was primarily the work of Dr. Roberta Weintraut and Dr. Marshall Angle. (note: Carolyn Klatt was a primary author as well, TLT) Sessions with students will include discussion of projects, evaluations, and life management issues. The platform for this system has not yet been identified.

Discussion followed concerning how many students each faculty will have, to which Dr. Smith responded there would be four students to one faculty. It was noted that this proposal was created to provide additional structure to current advising system, and to seek faculty volunteers first. Dr. Thompson noted it is not up to the CIC to determine the platform for using this system, and that it is important to change the name from “portfolio mentor” to the term “advisor” to not confuse the students.

Kristjan Thompson made a motion to table this issue until all CIC members have the opportunity to review the proposal. David Baxter seconded the motion.

A vote by the showing of hands: Yes 18, Opposed 1, Abstentions 0. The motion was tabled.

Dr. Smith thanked the Committee for the opportunity to serve as Chair of the Assessment Committee for the last year. Dr. Smith said he would forward a corrected version of the document to the CIC for review at the next meeting.

Campus Specific Curricular Issues

Savannah – Dr. Thompson reported that the CIC ensures that the Residents as Teachers Program is complete and those names will be given to the Dean so the certificates can be made.

Macon – There are five Residents who will receive the Residents as Teachers presentation. There is a Mercer specific training required for new Interns.

Columbus – LaQuanta Hamilton noted the construction completed on their site.

Sub-committee Reports

1. BMP: Dr. Ed Klatt was not present; no report was given.
2. Clinical Skills: Dr. Blanca Lopez had no report.
3. Community Medicine: Dr. David Parish reported Michael Arrington was recently hired as the Director for Educational Programs for Community Medicine.
4. Year Three: Dr. David Baxter had no report.
5. Year Four: Dr. Steve Williams reported he was made aware of another community medicine rotation to be used in rural counties is now offered campus-wide.

   He noted we are having difficulties with our Piedmont rotations. We have not have any satisfactory results with our contacts to see if we can continue the Cardiology and Transplant electives. Dr. Williams will contact the CEO.

   Dr. Thompson reported that since Mercer is now offering the Sub-speciality Selectives, the number of students taking Emergency Medicine in Savannah has dropped significantly.
LaQuanta Hamilton from Columbus noted that more students than she expected are taking the Sub-speciality Selectives.

There being no other business to report, Dr. Thompson adjourned the meeting.

Prepared by Cara Robinson