Curriculum and Instruction Committee
Meeting Minutes
Thursday, August 18, 2016

Attendees
Carolyn Klatt, MLIS
Steve Williams, MD
David Baxter, MD
Edward Klatt, MD
Bob Visalli, PhD
Kristjan Thompson, PhD
Alice House, MD

Tina Thompson, PhD, Chair
Marshall Angle, PhD
Roberta Weintraut, MD
Jeff Ignatoff, MD
Ed Grimsley, MD
David Parrish, MD

Absent
Zachary McGalliard, MSI
Kirby Chisholm, MSIII
Grady Carter, MD
Jacob Beltz, MSIII
Larry Nichols, MD
Blanca Lopez, MD

Joshua Masdon, MSII
Roy Russ, PhD
John Buckholtz, MD
Susan Cline, PhD
Frank Carlton, MD
Michael Smith, PhD

Guest
Dean Jean Sumner, MD

Call to Order
Dr. Tina Thompson, Chair of the CIC Committee, called the meeting to order at 4:42pm. Due to technical issues connecting to Macon.

Dr. Sumner join the meeting via phone
Dr. Thompson then summarized the Dr. Sumner’s remarks due to the inaudibility to the other campuses.

- She wanted to thank the CIC for the work they have done over the last few years and emphasize how important it is for us to continue to work on developing the new curriculum. She requested that we have a rotating leadership across the campuses and that this be done using a chair/vice-chair structure. This year, Dr. Thompson would remain as chair but a vice chair should be elected and groomed for the next academic year. As we move forward, there will be a past-chair; chair and vice-chair. In addition she would like us to go to the Bylaws committee and request that the academic affairs deans be made full voting members of the committee. She believes strongly that the members of the CIC should be knowledgeable about
curriculum and is willing to support educational opportunities for committee members to better prepare them for their roles as committee members.

- **Charge:** Continue with normal duties and responsibilities (oversight of the curriculum; review of components; monitoring of comparability, etc.) With respect to the new curriculum and curriculum development:
  - Keep in mind that at its foundation we need to emphasize the Bio Medical Sciences associated with the MD degree.
  - Emphasize Clinical skills.
  - Remember our mission to provide primary care physicians for rural and underserved Georgia.

Dr. Thompson asked for nominations for vice chair. Dr. Steve Williams was nominated and seconded.

There being no other nominations, Dr. Williams was approved by acclimation.

A call to approve the minutes of 7/21/16 was made. There was one change previously submitted (Dr. House was present at the meeting) that will be made in the final minutes. No other changes were noted and the minutes were approved by acclimation.

**New Business**

1. Potential 3rd & 4th year Clinical rotations/sites

Dr. Williams presented information on discussions with Coliseum medical center. Several weeks ago an announcement was made by Coliseum medical center and HCA hospitals that there would be an alignment between Mercer and HCA hospital in Macon. To support their newly developing residency programs in Internal medicine and psychiatry with year 3 and 4 students. MUSM had been discussing this possibility with HCA for several weeks but nothing had been finalized pending submission of intent to the CIC. They are in the process of looking for a year third year coordinator who would be hired by HCA but will answer to the Office of Academic Affairs at Mercer. These clerkships will be Identical to those already on the Macon campus. Hopefully this will add new rotation experiences and will relieve some of the currently crowded rotations that we have in Macon.

The topic was opened for discussion from the floor.

Dr. Thompson asked how many students would rotate on each clerkship. There would be 4-6 for in Internal Medicine and 2-4 for Psychiatry per rotation. The anticipated start date would be AY 17-18. The CIC was generally in favor of pursuing this issue. The advantages include new clinical opportunities and the potential to work with psychiatry residents as well as improving the clinical experience at Navicent by reducing the number of students/rotation. There was a discussion of how best to oversee these rotations with some question of whether the Columbus model would be appropriate. It was decided that a better model would be to have a single clerkship director for each rotation (current directors) and
an on-site clerkship coordinator for the day-to-day handling of rotations. Dr. Williams mentioned that there are very preliminary discussions with hospitals in Valdosta, Upson County, Atlanta and Dublin for 4th year rotations and maybe at some point, 3rd year rotations.

2. Foundations update.

Dr. Klatt gave a brief overview of the first week of the Foundations Block. The week started with orientation meetings with students and faculty. The small group and team based learning sessions were met with much enthusiasm from the students. The blackboard site was built out, which has more structure as a means of guiding students. The committee is working with question writers for item submission, review, revision and selection. Some highlights:

Block Co-Chairs are working together to oversee organization of the Block and to trouble-shoot. This has resulted in more frequent communication between chairs and from chairs to students and faculty. Faculty facilitator meetings are on Wednesdays. These are structured to provide more real guidance on upcoming case discussion and not merely ‘taking the pulse’ of tutorial process.

Campus Specific Curricular Issues

1. Savannah – no updates other than class size increase.
2. Macon - working on identifying library space for conversion to TBL space.
3. Columbus - successfully launched OSCEs.

Subcommittee Reports

1. BMP- Phase review continues monthly. Recommended changes will be considered by appropriate Block committees.
2. CS-No report
3. CM- working to get syllabi ready first year
4. Year 3-Nothing additional to report.
5. Year 4- Nothing additional to report.