Curriculum and Instruction Committee  
Meeting Minutes  
Thursday, April 17, 2014  

Attendees:  

Carolyn Klatt, MLIS  
Edward Klatt, MD  
Michael Smith, PhD  
Robert Donner, MD  
Susan Cline, PhD  
David Baxter, MD  
Butch Wolff, MD  
Tina Thompson, PhD, Chair  
Grady Carter, MD  
McKinley Thomas, EdD  
Roberta Weintraut, MD  
Steve Williams, MD  
Alec Ridley, MSIII  
Guest: Dean Malan, Penny Bunn  

Absent:  

Phillip Lunsford, MSIV  
Dominique Broccoli, PhD  
W. Patrick Roche, MD  
Roy Russ, PhD  
Wayne Glasgow, PhD  
Chelsea Bayer, MSII  
Dina Linfoot, MD  
David Mathis, MD  
Jeff Ignatoff, MD  
John Buckholtz, MD  
Jacob Beltz, MSI  
Blanca Lopez, MD  

Call to order  

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

Approval of Minutes  

The minutes from the March 20, 2014 meeting were presented for approval of the committee.  

*The minutes were approved by acclamation.*
New Business

1. The first order of new business for Dr. Thomas to present a proposal for a change with the CM Year 4 visit. He informed the committee that currently in the 4th year, students can take their CM visit whenever they want. He would like to change this and only allow them to take it during a specific 4 week block. He presented a power point to show his justifications for this change. The floor was then opened for discussion. The CIC asked Dr. Thomas to meet with Dr. Williams, Student Affairs and some current students to get feedback on these changes and to come up with more than just one 4 week block in which to offer the course. After this meeting, he will come back to the CIC and present his new proposal.

2. The second order of new business was for Dr. Thompson to address the issue of Inter-professional Education and how to move forward to meet the LCME 19-A standard. The LCME says that we must offer inter-professional opportunities for our students and the committee needs to be thinking about ways to implement this for the next academic year. Dr. Thompson asked members to volunteer for a task force that would meet to decide what it is that our students need to know. A small committee including: Drs. Baxter, Carter, Thompson, Williams and Wolff was formed to develop appropriate goals, learning objectives and potential educational methodologies. They will bring their recommendations to the CIC in June.

3. The last order of new business was to discuss Diagnostic Imaging in the curriculum. Dr. Thompson reminded the members of the CIC that the LCME cited Mercer for not having a sufficient diagnostic imaging in the curriculum. We anticipate including an imaging thread over the curriculum and the Year 1-2 curriculum renewal task force is recommending its inclusion. However, the Year 3 curriculum has to be addressed for the 2014-2015 academic year. Dr. Thompson will create a small task force that will define the diagnostic imaging needs of Year 3 that will include creating uniform learning objectives, curricular methodology and assessment methods that are comparable and deliverable across campuses. The committee will bring their recommendations to the CIC in June.

Old Business

1. The only item of old business was to review gap analysis. Dr. Thompson informed the committee that One45 is having a problem with the search function. Once that is fixed, they will run a search for us but they will need topics. Susan Cline expressed concern over how the search functions in terms of locating topics related to those searched, since clinical and basic sciences may use different phrases to describe similar topics. This may limit the ability to conduct a comprehensive, vertical analysis. With regards to topics across the disciplines in Year 1 and 2, she recommends that each of the disciplines create a map of study guide topics as they are addressed across the BMP phases that can be shared with other disciplines as a summary in an excel spreadsheet. This would facilitate communication between the discipline faculty on both campuses as curriculum revision proceeds. The disciplines heads could then meet to review these summary sheets to determine the appropriate coverage and consensus language for shared topics. This effort would make both the curricular review/renewal process and future gap analysis in
One more productive and would benefit all faculty and the PCC by providing a complete BMP curriculum map as a reference for decision making. Dr. Thompson said she would charge the discipline heads with this task.

**Campus Specific Curricular Issues-Were not presented**

1. Savannah-
2. Macon-
3. Columbus-

**Subcommittee Reports-Were not presented**

1. BMP—
2. CS—
3. CM—
4. Year 3—
5. Year 4—

**Adjournment**

There being no further business to discuss, the meeting was adjourned at 6:00PM

Minutes recorded by:
Leigh Anne Kirkland