Curriculum and Instruction Committee
Meeting Minutes
Thursday, May 15, 2014

Attendees:

Carolyn Klatt, MLIS
W. Patrick Roche, MD
Michael Smith, PhD
Robert Donner, MD
Susan Cline, PhD
Jeff Ignatoff, MD
Butch Wolff, MD
Jacob Beltz, MSI
Wayne Glasgow, PhD

Tina Thompson, PhD, Chair
Grady Carter, MD
McKinley Thomas, EdD
Roberta Weintraut, MD
Steve Williams, MD
Alec Ridley, MSIII
Roy Russ, PhD
Guest: Dean Malan

Absent:

John Buckholtz, MD
Dina Linfoot, MD
David Mathis, MD
Dominique Broccoli, PhD

Edward Klatt, MD
Chelsea Bayer, MSII
Blanca Lopez, MD
David Baxter, 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 April 17, 2014 meeting were presented for approval of the committee.

The minutes were approved by acclamation.
New Business

1. The first order of new business was for McKinley Thomas to present the revised Community Medicine remediation policy to the committee. He presented a copy of the policy for everyone to see and discussed the changes. The new plan should help ensure consistent, equitable remediation across all students and deadline extensions will no longer be granted except as approved by the Director or Assistant Director. The floor was opened for discussion. There was some confusion regarding the remediation if the department does not receive a preceptor evaluation. Dr. Thomas will clarify the written policy so that it is clear. Based on this clarification, a motion was made by Dr. Ignatoff and seconded by Dr. Williams to call the vote. The policy was approved unanimously.

2. The second order of business was for Dr. Donner to present the Year 1/Year 2 Task Force proposal. He presented the 24 principles that the task force came up with and reviewed each one. The floor was then opened for discussion. Dr. Thompson informed the committee that the purpose of today’s presentation was to ask questions of Dr. Donner on the proposal and background of the process. The members would each receive an electronic version of the materials to read and provide input electronically or at the next CIC meeting. During the next CIC meeting, we will discuss each principle and vote to approve each independently so that the task force can begin working on the curriculum.

Old Business

1. The only item of old business was for Dr. Thomas to bring back his revised proposal regarding students visit dates in the 4th year. After the last CIC meeting, Dr. Thomas met with Dr. Williams and Dr. Shelley to discuss set dates for the students 4th year CM visit. Dr. Thomas recommended that we stop allowing students to pick their own dates and make them go during four specific blocks that would cover October, November, December and January. These blocks will be consistent with the block dates already set for the 4th year. Considerable discussion focused on whether this policy would significantly achieve the stated goal (reduce administrative oversight) while not negatively impacting student scheduling. Concern was expressed over whether CM would be responsible for accommodating students with a change in schedule should a conflict arise. A clarifying line was added to the proposal to address this concern. Since this is coming as a motion from the CM subcommittee, it does not require a second. This will begin with the Class of 2016. A vote was taken and the proposal was approved unanimously.

Campus Specific Curricular Issues

1. Savannah- We are getting ready to interview for the 3rd year FM ACT students
2. Macon-N/A
3. Columbus- David Mathis is working to identify clerkship directors

Subcommittee Reports

1. BMP—
2. CS—
3. CM—
4. Year 3—There was a face to face meeting yesterday in Macon. Some of the things discussed were Mercer on Mission, standardized patient assessment and a uniform evaluation for all clerkships for all campuses.
5. Year 4—Will meet next week

Adjournment

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

Minutes recorded by:
Leigh Anne Kirkland