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

Attendees:

Carolyn Klatt, MLIS
Edward Klatt, MD
Michael Smith, PhD
Steve Williams, MD
Kristjan Thompson, Ph.D.
Tina Thompson, PhD, Chair
Grady Carter, MD
Roberta Weintraut, MD
Bob Visalli, Ph.D.
Roy Russ, Ph.D.
Guest: Dean Bina

Absent:

Dominique Broccoli, PhD
Butch Wolff, MD
John Buckholtz, MD
Blanca Lopez, MD
Chelsea Bayer, MSII
Susan Cline, PhD
Alice House, MD
Dina Linfoot, MD
Jeff Ignatoff, MD
Alec Ridley, MSIII
Jacob Beltz, MSI
W. Patrick Roche, MD
McKinley Thomas, EdD
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 June 19, 2014 meeting were presented for approval of the committee.

*The minutes were approved by acclamation.*
New Business

1. The meeting began with the annual charge by Dean Bina. He presented the following items to the committee that need to be handled over the coming academic year:
   a. Continue the three year cycle of curricular programmatic reviews
   b. Align the current curricular learning objectives and assessment methodologies to the revised competencies and complete a gap analysis
   c. Review, approve and implement the professionalism curriculum
   d. With respect to the YR 1 and YR 2 curriculum, implement the review plan to:
      1. Complete the comprehensive review
      2. Implementation planning and revision during AY 2014-2015

2. The second order of new business was to elect a chair for the CIC. Dr. Williams nominated Dr. Tina Thompson. There was a second by Dr. Ed Klatt. There were no other nominations. A vote was taken and approved unanimously.

3. The next order of business was to review the proposal on benchmarks used to assess clerkship comparability across campuses. This proposal is coming as a motion from a task force which was headed up by Dr. Roche. Dr. Thompson presented the data to the committee. The task force came up with the following assessments to track and compare across all 3 campuses:
   a. Shelf scores by average and by discipline
   b. Internal exam averages for any discipline that gives them
   c. OSCE scores averaged by campus for the disciplines that still use the OSCE
   d. Clinical evaluation scores
   e. Overall clerkship scores by average and by discipline
   f. Student evaluation of the clerkship (evaluation is given out at the end of each clerkship by academic records)

Dr. Thompson informed the committee that it is very important to have student input when dealing with comparability, therefore the student evaluation of the clerkship is necessary. She also added that the data would be reviewed annually by the 3rd year program director and clerkship directors and presented to the CIC. Any clerkship that ends up with +/- 1 deviation will require more review by a CIC task force that would be put together by Dr. Baxter. A vote was taken to approve this proposal and was approved unanimously.

4. The last order of new business was to review the Family Medicine shelf failures. Overall for the Class of 2014 there were 10 failures. So far for the Class of 2015 we have had 27 failures and there are still a few students that have tests left to take. The bulk of the shelf failures fell within the Family Medicine clerkship. There were a total of 9. Four (3 in FM; 1 in IM) of the students who failed the test were on the Mercer on Mission trip and missed a great deal of the clerkship. Dr. Roche has expressed concern with this issue. Dr. Baxter has been tasked with putting a committee together to look into the increased failure rate on this particular shelf test.
Old Business:

1. The only item of old business was for Dr. Thompson to remind everyone of the CIC retreat in Macon on August 8th. We will have curricular reports and also talk about how we did last year and discuss any changes for the new year.

Campus Specific Curricular Issues

1. Savannah- We have added two additional days to orientation. The psychiatry clerkship needs one morning to have the students take a safety course and then we added a day to take care of some other requirements for 3rd year within the hospital.
2. Macon- Dr. Carter and Dr. Roche are working to see if students in Macon can get access to patient charts. Dr. Carter also informed the committee that several Internal Medicine faculty have left which affected two reading electives. Students who go on independent study will now have structure and course work during this time. He also mentioned that Step 1 & 2 may be changing in the next 2-3 years.
3. Columbus- Dr. House started as the Dean of the campus on July 1st. She and Laquanta are looking for new office space.

Subcommittee Reports

1. BMP—The committee met and reviewed two more phases: Neurology and Endocrin. Both of these have shown improvement from last year. The committee is now caught up on reviews and will continue with regular reviews moving forward. Dr. Klatt informed the committee that remediation is just about over and that most of the students passed. There were very few failures.

2. CS—

3. CM—

4. Year 3—

5. Year 4— Dr. Williams mentioned that faculty had left in Macon however they were able to take care of the 4th year electives that were affected. He has also met with faculty in Columbus regarding a Geriatrics/Palliative care and also an orthopedic elective for that campus. He also informed the committee that the CPEX is graded and complete except for one case.

Adjournment

There being no further business to discuss, the meeting was adjourned at 5:10PM

Minutes recorded by:
Leigh Anne Kirkland