Curriculum and Instruction Committee
Meeting Minutes
Thursday, August 1, 2013

Attendees:

Carolyn Klatt, MLIS
Edward Klatt, MD
McKinley Thomas, EdD
David Baxter, MD
Alec Ridley, MSII
Roy Russ, PhD
Robert Donner, MD
Roberta Weintraut, MD
Guests: Drs. Bina, Dent and Malan

Tina Thompson, PhD, Chair
Grady Carter, MD
Wayne Glasgow, PhD
Steve Williams, MD
Susan Kline, PhD
David Mathis, MD
Jeff Ignatoff, MD
Chelsea Bayer, MSI

Absent:

Dina Linfoot, MD
Dominique Broccoli, PhD
Erin Meehan, MSIV
W. Patrick Roche, MD

Blanca Lopez, MD
Phillip Lunsford, MSIII
Michael Smith, PhD

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 11, 2013 meeting were presented for approval of the committee.

The minutes were approved by acclamation.
New Business

1. The first order of business was for Dean Bina to charge the committee for the 2013-2014 Academic Year. He presented five items to the committee: 1) Continue the three year cycle of curricular programmatic reviews, 2) Align the current learning objectives and assessment methodologies to the revised competencies and complete a gap analysis, 3) Review, approve and implement the professionalism curriculum, 4) Develop and implement a diagnostic imaging curriculum into Years 3 & 4, 5) With respect to the YR 1 and YR 2 curriculum, implement the review plan developed in 2012-2013, such that
   a. Begin the comprehensive review this academic year (2013-2014)
   b. Implementation planning and revision during AY 2014-2015
   c. Full implementation NLT August 2015-2016

After Dean Bina finished with the charge, the floor was opened for nominations for Chair of the CIC. Dr. Ignatoff nominated Dr. Thompson. With no other nominations, Dr. Thompson was unanimously re-appointed as the Chair of the CIC for the 2013-2014 academic year.

2. The second order of business was for Dr. Dent to give a summary of the Longitudinal Course for the 2012-2013 academic year. The overall response from the course was positive, however there are a few areas that the Longitudinal committee are going to review and possibly change for the coming year. One of the concerns is that the students commented they did not understand the relevance of the topics that were chosen. Dr. Dent told the CIC that this would be something that would be discussed at the upcoming meeting of the Longitudinal sub-committee. The students commented that 3 hours was too long for the sessions. The general consensus was that 2 hours was plenty to cover the necessary material. Last year, the Columbus students had to travel to Macon for one of the classes. In order to prevent that from happening again, Dr. Dent and Dr. Grady Carter may go to Columbus to teach that class this year. Another issue that will need to be discussed was the preparedness of the students. It seemed that most of the students did not read any of the IHI curriculum that was sent out prior to each session. Some members of the CIC suggested that a pre-test be given in order to ensure that the students come prepared.
   a. **Action:** Dr. Dent will forward recommendations from the Longitudinal Sub-Committee for approval prior to the start of the 2013-2014 course.

3. The third order of business was to discuss Campus Specific Curricular Issues:
   a. Savannah-Dr. Thompson informed the committee that the FM clerkship has been able to get 4 doctors from a local clinic to take 2 students for 4 weeks of the FM clerkship for their ambulatory experience. This will help greatly with the decline in faculty that is affecting the FM clerkship at this time. She also informed the CIC that the Savannah Campus will now begin taping the radiology lectures that we give during the year and these will then be posted on blackboard so that the other campuses have access to them. This will help alleviate the issue of not having a sufficient radiology curriculum on the Macon and Columbus campus.
   b. Macon-Dr. Carter informed the CIC that as of August 1, there is a new Psychiatry Clerkship Director by the name of Richard Camino.
c. Columbus—Dr. Mathis informed the CIC that Columbus does have a very engaged radiology department and that currently there are 5 radiologists who are in the process of obtaining faculty appointments with Mercer. He also said that Dr. Thompson was going to the Columbus campus to help train the faculty on One45. He mentioned that at the Columbus campus, the OBGYN clerkship has more midwives than regular OB doctors and therefore, the students were seeing more c-sections than regular deliveries, however this issue seems to have been taken care of. Lastly he mentioned that there were a few professionalism issues with the new 3rd year students showing up late or being absent during orientation. Dr. Mathis spoke with each student personally and he feels that there will not be any more problems from them.

**Old Business**

1. Dr. Thompson reminded the members of the CIC that the curricular review is to be done on a 3 year cycle. She presented a copy of the curricular review spreadsheet that indicated which components needed to be reviewed within the coming year and asked for volunteers to fill the spots. The following is a list of the components and who will handle the review of each:
   a. Surgery will be reviewed by Ed Klatt and presented to the CIC in April
   b. The OSCE’s are being reviewed by Steve Williams and will be presented at the second meeting in October
   c. The CPEX will be reviewed by Jeff Ignatoff and presented in December
   d. Geriatrics will be reviewed by Kiki Broccoli
   e. ICU will be reviewed by Tina Thompson and presented in February
   f. Ethics will be reviewed by David Baxter and presented in June
   g. Phase A will be reviewed by Roberta Weintraut and presented in March
   h. The Renal phase will be reviewed by Roy Russ and presented in November
   i. The Endocrine phase will be reviewed by Steve Williams and presented in June

**Sub-Committee Reports**

1. BMP—Dr. Klatt informed the committee that they have not met since the last CIC meeting
2. CS—Blanca Lopez was not in attendance
3. CM—McKinley Thomas—He informed the CIC that he finally formed a committee and they are working on linking the competencies to the objectives
4. Year 3—Dr. Baxter informed the committee that they have not met since the last CIC meeting
5. Year 4—Steve Williams informed the CIC that at his last meeting they discussed the issues with Piedmont Hospital that have been ongoing and hopefully these have been ironed out for the most part. He let everyone know that the Macon student coordinator has resigned and that hopefully we would have a new coordinator soon. He also told the CIC members that the 4th year committee was meeting on August 20th and we were going to discuss One45 and how we handle paperwork in the 4th year to make sure that all three campuses are doing things the same way.
Adjournment

There being no further business to discuss, the meeting was adjourned at 5:25PM

Minutes recorded by:
Leigh Anne Kirkland