Curriculum and Instruction Committee
Meeting Minutes
Thursday, January 20, 2011

Attendees:

David Burtner, MD
Grady Carter, MD
Marie Dent, PhD
Robert Donner, MD
Wade Fletcher, MD
Wayne Glasgow, PhD
Joseph Harmon, MSI

Marcia Hutchinson, MD
Carolyn Klatt, MLIS
Edward Klatt, MD
Patrick Roche, MD
Allison Scheetz, MD
Tina Thompson, PhD, Chair

Absent:

Ashley Horner, PhD
Klugh Kennedy, PharmD
Blanca Lopez, MD
Erin Meehan, MSII
Umangi Patel, MSIII

Michael Smith, PhD
Jerry Tift, PhD
McKinley Thomas, EdD
Abhi Saxena, MSIV

Call to order

Dr. Tina Thompson, Chair of the CIC Committee, called the meeting to order at 4:38 PM.

Approval of Minutes

The minutes of the January 6, 2010 meeting were presented for the approval of the committee.

The minutes were approved by acclamation.

Old Business

Curricular Review Calendar

Dr. Thompson presented an updated curricular review calendar for the information of the Committee. She indicated that the reviews are a little off schedule. The disciplines highlighted in green have had their reviews completed. Review of the following disciplines will be presented to the CIC within the next few months: Histology, Pharmacology and Pathology. The Biochemistry review and Clinical Skills/COP review have been given an extension of time to complete. The documentation has been sent for the OB/GYN review and the Pediatric documents will be sent out the first week of April. Dr. Thompson
asked for a volunteer CIC member to chair the pediatric review. Cardiology forms will be sent out in March and the Neurology Phase will be reviewed in June. There are currently 12 reviews in process or scheduled to be completed this year. The original goal was to have the entire curriculum reviewed within a three year cycle. The reviews are a little behind but eventually will get back on track.

Dr. Thompson stated that completed review reports are stored in a manner in which they can be distributed to reviewers.

**Year 3/Year 4 Curriculum – Discussion of Selectives**

At the January 6, 2011 CIC meeting, Dr. Carter suggested informing the Clerkship Directors that the CIC was encouraging them to include subspecialty experiences (selectives) within their clerkships and to increase the ambulatory experiences for students. They would be asked to provide the CIC with a plan to include/create selectives for their clerkship. Initially there would not be a mandate but the CIC would reserve the right to go back to the individual clerkships with specific recommendations for selectives if none were being identified. Dr. Carter was asked to draft a proposal to be sent to the Clerkship Directors regarding selectives.

Dr. Carter presented a cover letter and questionnaire for discussion. Dr. Thompson stated the cover letter explaining the rationale of why the CIC is considering selectives in clerkships was very good. Discussion of the number of weeks a student would be permitted to experience the selectives ensued. Additional discussion and suggestions were made to the questionnaire and the description of the third year clerkship selectives as follows:

**Clerkship Director Questionnaire:**
- It was suggested to add “For what length of time?” to question #1 - Do your third year clerkship students currently rotate outside your department?
- It was suggested to add “Do you foresee any other obstacles in developing community sites? To question #2 – Have you attempted to recruit community preceptors and failed. If so what reasons did they give for declining?

**Third Year Clerkship Selectives:**
- It was suggested to add the date of “April 1, 2011” to item #2 of the action plan – The clerkship directors will present a written outline of their plans for 2011-2012 by a date TBD.

The recommendations were accepted and a motion was made

*Motion – A motion was made to approve the presented documents with the recommended revisions so Dr. Carter can forward them to the clerkship directors. The motion was seconded with no votes opposing the motion.*

**New Business**

**Incorporating curriculum on medical documentation – Dr. Hutchison**
Due to time constraints, this topic will be visited at a later meeting.

Use of simulation in the curriculum – Dr. Hutchinson

Dr. Hutchinson announced the opening of The Center for Innovative Learning at the Medical Center of Central Georgia and invited everyone to attend an open house. This new center embraces the vision and mission of the hospital which are:

Vision - In a controlled simulated environment, clinical education is integrated with cutting edge technology focused on quality patient centered care for improved safety and outcomes. This environment that incorporates mannequin simulation, team training, handoff communication and in situ care is conductive

- To introduce new products used in direct patient care;
- To educate and evaluate new and current providers and
- To initiate and practice individual and team-based treatment protocols.

Mission - To provide healthcare professionals, from novice to expert, the knowledge, skills and ability to improve the quality of healthcare through innovative approaches to education.

A power point presentation (attached) presented by Dr. Hutchinson noted the types of task trainers and simulators in this new center. This presentation also described the history of obtaining the funding for the center. Dr. Hutchinson noted several curricular examples of training available. She noted there are rental fees for non-employee use of the center. Mercer did not provide funding for the center so there would be a fee to medical students using the simulators. Dr. Hutchinson said there may be a time in the near future that even residents will need to be proficient on performing tasks on the simulators before they are permitted to do the same procedure on an actual patient.

SGE – Allison Harris

Allison Scheetz, MD presented an SGE for Allison Harris entitled “Mammography” February/28 – March 11, 2011. Dr. Scheetz noted that the SGE has been approved by the 4th Year Subcommittee.

The CIC unanimously affirmed the approval of the SGE by the 4th Year Subcommittee.

Adjournment

There being no further business to discuss, a motion was made and seconded to adjourn the meeting at 5:53 PM.

Minutes recorded by: 
Debbie Brickner