Curriculum and Instruction Committee
Meeting Minutes
Thursday, October 3, 2013

Attendees:

Carolyn Klatt, MLIS
Edward Klatt, MD
McKinley Thomas, EdD
Susan Cline, PhD
Blanca Lopez, MD
Jeff Ignatoff, MD
Michael Smith, PhD
Jacob Beltz, MSI

Tina Thompson, PhD, Chair
David Mathis, MD
Roy Russ, PhD
Steve Williams, MD
Dominique Broccoli, PhD
Robert Weintraut, MD
Phillip Lunsford, MSIV
Guest: Dr. Garner, Dr. Tom Hope
Dr. Sam Murray, Dean Malan

Absent:

Dina Linfoot, MD
Alec Ridley, MSIII
Chelsea Bayer, MSII
David Baxter, MD
W. Patrick Roche, MD

Wayne Glasgow, PhD
Butch Wolff, MD
John Buckholtz, MD
Grady Carter, MD
Robert Donner, 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 September 5, 2013 meeting were presented for approval of the committee.

*The minutes were approved by acclamation.*

**Old Business**

1. The first order of old business was for Dr. Mathis to give an update on the status of the Internal Medicine Clerkship in Columbus. He let everyone know that Dr. Samuel is fully aware of what he needs to be doing with the clerkship. He went to the last CDSC meeting, he has met with LaQuanta and has met with Dr. Burgher-Jones. Dr. Burgher-Jones has gone over with him the requirements of a clerkship director. One student also sent an email that said how wonderful Dr. Samuel was doing with his teaching of the students. One other issue that the clerkship was having was the number of students on a team. This issue has been addressed and the number of students has been limited to two Mercer students on a team. All of the students in Columbus have completed a rotation and taken a shelf test and everything seems to be going smoothly. Dr. Mathis is also working on getting faculty appointments taken care of in Columbus. He is going to be meeting with LaQuanta bi-weekly to make sure that everything is going ok and he is going to have a monthly video conference with the directors as well.

2. The second order of old business was for Dr. Hope and Dr. Ed Klatt to present their action plan for the Neurology phase. They presented their recommendations for changes to the study guide to the members of the CIC. The recommended changes were approved but Dr. Thompson recommended that these changes be sent to the discipline faculty for comments. Those comments will be shared with Drs. Hope and Klatt and a final version will be brought back to the CIC for implementation in 2013-2014. Phase resources and question items will be aligned with the final study guide.

3. The last order of old business was for Dr. Thompson to provide an update on the competencies/learning objectives linkage project. She still needs Clinical Skills and Surgery to send her the linkage of their competencies to learning objectives. Once she has these, she can enter the information from all the programs into One45 so that the CIC can begin the gap analysis.

**New Business**

1. Dr. Garner, Chair of the Admission’s committee presented the Admission’s committees recommendation to make a change in the minimum MCAT score for admission to the medical school. He wanted to get input as to how the CIC thought this would impact either student performance in the curriculum or the curriculum itself. This information was being presented to the CIC to help facilitate communication between committees per the recent LCME visit. Currently the minimum MCAT score to get into Mercer is 24. The admissions committee has voted to raise that number to an average of 26. There were over 1000 applications this year with the current cut-off score, and by raising that requirement by two points, it would lower the number of applications to around 400. This needed to be done because there are simply not
enough faculty to give 1000 students interviews. The average MCAT score for early admissions so far has been a 27. The floor was opened for discussion. Dr. Thompson did mention that she would like the members to look at this in terms of students who have difficulty during the 1st two years and then have trouble with Step 1. These students then have a late start to year 3 which negatively impacts their ability to match. She felt that raising the MCAT score was a positive change. Overall the CIC did not object to raising the minimum MCAT score but they did want to insure that the admissions committee considered the ramifications of how they calculate that score and the impact it might have on fulfilling the mission of the school. Dr. Garner will take the CIC comments back to the admissions committee.

**Subcommittee Reports**

1. BMP—N/A
2. CS—N/A
3. CM—N/A
4. Year 3—At the last CDSC meeting, they discussed the new LCME standard that insures faculty are paying attention to the safety of the patient and the student while they are teaching. They also discussed the fact that there are now going to be radiology lectures in Macon.
5. Year 4—Steve Williams informed the members that he met with a student in Savannah on the 26th to help her fix her schedule. He mentioned that there are still “faculty” in Columbus that need to get faculty appointments and this is being worked on. Cathy Groce has provided him with a list of course codes that need to be changed per SACS. This change will be noted in the 2013-2014 catalog. He also mentioned that were several military students who had away rotations affected by the government shutdown. All of the students were placed in other rotations without any issues to their schedule.

**Adjournment**

There being no further business to discuss, the meeting was adjourned at 5:45PM

Minutes recorded by: 
Leigh Anne Kirkland