Curriculum and Instruction Committee
Meeting Minutes
Thursday, January 16, 2014

Attendees:

Carolyn Klatt, MLIS
Edward Klatt, MD
Michael Smith, PhD
Jacob Beltz, MSI
Susan Cline, PhD
Wayne Glasgow, PhD
Blanca Lopez, MD
Robert Donner, MD

Tina Thompson, PhD, Chair
Grady Carter, MD
McKinley Thomas, EdD
Roy Russ, PhD
Steve Williams, MD
Chelsea Bayer, MSII
Roberta Weintraut, MD
Guest: Dean Malan

Absent:

Phillip Lunsford, MSIV
Dominique Broccoli, PhD
Butch Wolff, MD
W. Patrick Roche, MD
John Buckholtz, MD

Dina Linfoot, MD
David Mathis, MD
David Baxter, MD
Alec Ridley, MSIII
Jeff Ignatoff, 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 December 19, 2013 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 Dr. Thomas to review the new Community Medicine goals that were approved by the CM faculty at their meeting on 1/15/14. Dr. Thomas presented the goals for Community Medicine I and II as well as the Year I, II and IV visit goals. After discussion the vote was called: 13 for, 0 against.

The second order of new business was for Dr. Steve Williams to present the review of the OSCE’s. He presented a power-point to the committee which showed a summary of the findings including student feedback. Overall, the OSCE appears to be a viable mechanism for both teaching and assessing. Despite grumblings from students, most of them feel that this is a valid part of their education. There were a few concerns about the OSCE program, primarily that the purpose of the OSCE is not clear among the faculty and that there are inconsistencies understanding the purpose/goal within disciplines across campuses. There is also an issue of a lack of faculty participation on some of the clerkships. For example, Dr. Connelly, Internal Medicine for Savannah, is the only faculty member assisting with the OSCE’s. That calls into question whether the assessment can be the same within the discipline across campuses. After the presentation, the floor was opened for discussion. There is still some misunderstanding within the clerkship faculty that if the OSCE is made ‘summative’ it would be a better assessment. Last year the CIC approved the motion to allow FM and Peds to assign a minimal point value to the OSCEs under the condition that they would develop and deliver an assessment which was valid and reliable. Those data will be assessed at the end of the academic year. Until there is evidence of standardization of purpose, grading and delivery of feedback, it would be inappropriate to entertain similar requests from other clerkships at this time. A motion was made to go to the clerkship directors to find out what exactly they feel the goals of the OSCE are and then make sure that their assessments are reliable and valid. All three campuses need to have a clear and concise purpose for the OSCE and all three need to assess the OSCE in the same way. David Baxter will be charged with leading those discussions with the clerkship directors.

Old Business

1. The only order of old business was for Dr. Thompson to give an update on the Year 1/Year 2 Curricular Review. She let everyone know that the task force has met under the leadership of Dr. Donner. They are getting ready to develop principles. There are 3 sub-committees of the task force. Ed Klatt will head up the curricular design committee, Mike Smith will head up the student assessment committee and Richard Elliott will head up the professional development of students committee. Dr. Thompson will be sending out an email to the faculty and students asking for volunteers to serve on these committees. All CIC members need to volunteer for a committee. Implementation is set for the 2015-2016 academic year.
**Campus Specific Curricular Issues**

1. Savannah- Dr. Thompson did not any issues  
2. Macon-Dr. Carter did not have any issues  
3. Columbus-Peds and INM grades have now been posted

**Subcommittee Reports**

1. BMP—N/A  
2. CS—N/A  
3. CM—N/A

4. Year 3—N/A

5. Year 4—The number of faculty in Columbus has been reduced to only 2 needing appointments. There is an issue with the Geriatrics and Palliative Care rotation in Macon. The preceptor may not continue taking students next rotation.

**Adjournment**

There being no further business to discuss, the meeting was adjourned at 6:00PM

Minutes recorded by:  
Leigh Anne Kirkland