Curriculum and Instruction Committee
Meeting Minutes
Thursday, December 2, 2010

Attendees:

David Burtner, MD            Edward Klatt, MD
Grady Carter, MD             Blanca Lopez, MD
Marie Dent, PhD             Erin Meehan, MSII
Robert Donner, MD            Umangi Patel, MSIII
Wade Fletcher, MD            Allison Scheetz, MD
Wayne Glasgow, PhD           Michael Smith, PhD
Joseph Harmon, MSI           Tina Thompson, PhD, Chair
Ashley Horner, PhD           Jerry Tift, PhD
Carolyn Klatt, MLIS

Absent:

Klug Kennedy, PharmD          Abhi Saxena, MSIV
Patrick Roche, MD             McKinley Thomas, EdD

Call to Order

Dr. Tina Thompson, Chair of the CIC Committee, called the meeting to order 4:32 PM.

Approval of Minutes

The minutes of the November 18, 2010 meeting were presented for the approval of the committee.

A motion to approve the minutes as presented was made, seconded and approved.

Old Business

Review Schedule

Dr. Thompson presented an updated CIC review schedule. She noted that reviews highlighted in green have been completed. The Histology report has been sent to the review committee, Dr. Glasgow will report their findings at the January 20, 2011 CIC meeting. The Pathology and Pharmacology reviews are due by mid December and then will be forwarded to their respective review committees. COPP/Clinical Skills has been given additional time to complete their report.
Resource Task Force Report

Dr. Klatt chaired a task force responsible for review of the Resource Sessions section of the BMP Manual. Dr. Klatt was asked at the August 5, 2010 meeting to provide specific recommendations for improving resource and resource session effectiveness, and student satisfaction taking into account the findings of the Resource Session Task Force. In the interim, he made two calls for comments to the faculty. Dr. Klatt noted that numerous comments were received. A copy of the full report is attached. The report reflects the fact that Mercer has two campuses and does have electronic resources.

The document distributed to the CIC is proposed modifications (in red). Section I was read as this was the most difficult to come up with. The statement in the report is a compromise between all parties involved. It reads, “If students request that a resource be provided, then faculty are obliged to honor that request in some form (live and/or electronic resource). Faculty experience can guide students in developing learning issues and content for resources appropriate to each phase. Live resource sessions should allow an opportunity for student questions to be answered.”

Dr. Thompson stated that resourcing is conducted by discipline faculty. Each phase has a faculty member who is assigned for resourcing in that particular phase. For the most part, these are power point type lectures but are limitless in what style they could be. On rare occasions, a discipline has refused to give a resource session when asked by the students. The recommendation from the task force state faculty are obligated to honor the request but does not mandate a particular method. After lengthy discussion a motion was made to adapt the paragraph as prepared: “If students request that a resource be provided, then faculty are obliged to honor that request in some form (live and/or electronic resource). Faculty experience can guide students in developing learning issues and content for resources appropriate to each phase. Live resource sessions should allow an opportunity for student questions to be answered.”

A second discussion ensued and a slight wording change was proposed. If students request that a resource be provided, then faculty are obliged expected to honor that request in some form (live and/or electronic resource). Faculty experience can guide students in developing learning issues and content for resources appropriate to each phase. Live resource sessions should allow an opportunity for student questions to be answered.

A motion was made, seconded and approved to change the wording from obliged to expected. (15 for, 0 opposed, 0 abstentions).

New Business

ER Review
Dr. Burtner presented the Emergency Medicine course review (detailed report attached). The recommendations of the review are:

- Overall, keep up the good work,
- Faculty of both sites would appreciate some development resources,
- Consider making course required rather than selective,
- Facilitate joint development of course objectives and evaluations for consistency;
- Link objectives to specific competencies,
- Formal course evaluation should be implemented for both sites,
- Track course numbers and kinds experiences,
- Savannah to consider ambulance ride.

Dr. Burtner thanked the students who worked with him on this review. It was felt that at this time, the CIC should take baby steps, ask directors what the impact would be on them and their departments to make the course mandatory. Also recommend the need for a formal written student evaluation. Dr. Burtner also recommended that the Directors from the two campuses work together.

Dr. Thompson thanked Dr. Burtner for his report.

Dr. Thompson updated the CIC on an e-mail which Dr. Leeper-Woodford sent to the students on 11-24-2010 concerning the CIC review of physiology. Dr. Thompson informed the CIC that a clarification e-mail was sent to the students by Drs. Thompson and Donner on 11-29-2010.

SGE - Samantha Cragg

Dr. Scheetz presented an SGE submitted by Samantha Cragg (Class of 2011) titled “Pediatric Radiology” which was previously approved by the members of the 4th Year Subcommittee. The CIC reviewed the SGE and agreed with the 4th Year Subcommittee’s approval.

*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