Curriculum and Instruction Committee  
Meeting Minutes  
Thursday, August 2, 2012

Attendees:

Robert Donner, MD  
Carolyn Klatt, MLIS  
Edward Klatt, MD  
Dominique Broccoli, PhD  
Wayne Glasgow, PhD  
Michael Smith, PhD  
Roy Russ, MD  
Grady Carter, MD  
Tina Thompson, PhD, Chair  
Phillip Lunsford, MSII  
Blanca Lopez, MD  
Ashley Horner, PhD  
David Baxter, MD  
Guest: Dr. Bina

Absent:

Wade Fletcher, MD  
Marie Dent, PHD  
Erin Meehan, MSIV  
McKinley Thomas, EdD  
Roberta Weintraut, MD  
Jeff Ignatoff, MD  
Steve Williams, MD  
W. Patrick Roche, MD  
Alec Ridley, MSII

Call to order

Dr. Tina Thompson, Chair of the CIC Committee, called the meeting to order at 4:30 PM.

Approval of Minutes

The minutes from the July 19th 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 members of the CIC for the coming year. He charged the members with six items for the coming year: 1) continue the 3 year cycle of curricular review 2) link the current learning objectives to the revised competencies 3) implement the longitudinal/capstone courses 4) review, approve and implement professionalism curriculum 5) review and revise remediation policies and procedures for BMP and clinical skills 6) develop a 2 year plan to review the Year 1 and Year 2 curriculum. He wanted the members to plan how to handle the review process now and to have full implementation of changes by 2015-2016. Dr. Thompson told the members that task forces would most likely be set up with at least 1 CIC member in each task force so that they could report back the progress to the CIC

2. Dean Bina also asked for nominations for the CIC Chair. Dr. Glasgow nominated Dr. Thompson and she was re-elected unanimously.

3. The last order of business was the Curricular Review Schedule. These are the areas that are due to be reviewed and the member of the CIC who was assigned to each.
   a) PEDS to be reviewed by Dr. Ed Klatt
   b) Psych to be reviewed by Dr. Wayne Glasgow
   c) OSCE’s to be reviewed by Dr. Steve Williams
   d) Geriatrics to be reviewed by Dr. Dominique Broccoli
   e) ICU to be reviewed by Dr. Tina Thompson
   f) Renal to be reviewed by Dr. Roy Russ
   g) Anatomy to be reviewed by Dr. Carolyn Klatt
   h) Geriatrics to be reviewed by Dr. Mike Smith

Adjournment

There being no further business to discuss, the meeting was adjourned at 5:20PM

Minutes recorded by:
Leigh Anne Kirkland