Curriculum and Instruction Committee
Meeting Minutes
Thursday, December 20, 2012

Attendees:

Carolyn Klatt, MLIS
Edward Klatt, MD
Robert Donner, MD
Wayne Glasgow, PhD
Michael Smith, PhD
Roy Russ, PhD
David Baxter, MD

Tina Thompson, PhD, Chair
Grady Carter, MD
Jeff Ignatoff, MD
McKinley Thomas, EdD
W. Patrick Roche, MD
Blanca Lopez, MD
Guest: Dean Malan

Absent:

Wade Fletcher, MD
Steve Williams, MD
Phillip Lunsford, MSIII
Ashley Horner, PhD
Chelsea Bayer, MSI

Erin Meehan, MSIV
Dominique Broccoli, PhD
Roberta Weintraut, MD
Alec Ridley, MSII

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 6, 2012 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. Thomas to present to the CIC the CM change of promotion to Year III policy to reflect CM-2 visit. Dr. Thomas informed the committee that he added some language regarding Year II remediation. The floor was opened for discussion and the new additions to the policy were voted on and approved unanimously.
2. The second order of business was for Dr. Carter to present recommended changes to remediation policy of the BMP.

   a. Regarding remediation at the end of Year I, the following changes were recommended: After the completion of Year I, a student may choose to remediate any discipline in which his/her average is less than 65%. Remediation will be assessed by on an in-house MDE examination with a format consistent with current BMP guidelines and at a level of difficulty consistent with that of the initial test(s). The greater of the remediation exam score or discipline average will be recorded to a maximum of 65%.

   b. Regarding remediation at the end of Year II, the following was recommended: Remediation will be assessed in the following manner. If the student’s score in the discipline is less than 63% the student will take an NBME discipline specific shelf exam (disciplines that do not have an NBME discipline specific shelf test will develop an alternative to be approved by the academic affairs deans.) A student must score at or above the 25th percentile to pass. If the student’s final discipline score is less than 65% but not less than 63% the student may either take an NBME shelf test or an oral examination, at the discretion of discipline faculty.

   The Discipline faculty is responsible for notifying the student, Academic Records and the BMP Directors of the outcome of the assessment. The chair of the SAPC will be informed of any student who fails an initial remediation exam. Student’s who fail initial remediation are encouraged to take a remediation course at another institution (with passing of the course considered to be satisfactory completion of remediation) but may repeat the remediation process above. In either case, an updated contract should be created by the discipline which includes the type of remediation and the date of the remediation exam or course dates. It is the student’s responsibility to schedule an approved course to meet the requirements of the contract. Students who fail a second remediation will appear before the SAPC which will determine if the student should repeat the year or engage in further remediation.

The floor was opened for discussion and the changes were voted on and approved unanimously. The policy becomes effectively for the 2012-2013 academic year.

Adjournment

There being no further business to discuss, the meeting was adjourned at 4:55PM

Minutes recorded by:
Leigh Anne Kirkland