Curriculum and Instruction Committee  
Meeting Minutes  
Thursday, January 17, 2013

Attendees:

Carolyn Klatt, MLIS  
Edward Klatt, MD  
Dominique Broccoli, PhD  
Wayne Glasgow, PhD  
Roberta Weintraut, MD  
Jeff Ignatoff, MD  
Tina Thompson, PhD, Chair  
Grady Carter, MD  
McKinley Thomas, EdD  
Alec Ridley, MSII  
Ashley Horner, PhD  
Robert Donner, MD

Absent:

Wade Fletcher, MD  
Chelsea Bayer, MSI  
W. Patrick Roche, MD  
Michael Smith, PhD  
Roy Russ, PhD  
Erin Meehan, MSIV  
Blanca Lopez, MD  
David Baxter, MD  
Steve Williams, MD  
Phillip Lunsford, MSIII

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 20, 2012 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. Ed Klatt to present the review of the Pediatric Clerkship. A copy of the review was made available to the member of the committee. The clerkships are well organized and coordination between campuses is good. The clerkships share common competencies, learning objectives and assessment methodologies. Overall the students on both campuses are happy with the rotation and there are no major issues. The clerkship directors and student comments did identify a potential concern with the in-house examination. After the review and presentation of the subcommittee report, the floor was opened for discussion. One of the complaints from the students was that the questions on the mid-term exam tended to be more at a resident level than a medical student level. Currently the exam counts for 25% of the students overall grade. The issue of the amount of weight given to a mid-term exam which was potentially problematic was discussed. Dr. Thompson informed the committee that the two clerkship directors are working together on ways to improve the exam. The CIC recommends that the clerkship directors provide an update on decisions made to address concerns with the mid-term exam when they are finalized.

Old Business

1. The first order of old business was for Dr. Grady Carter to give an update and overview of the Capstone Course. A copy of the review was made available to the committee. After Dr. Carter reviewed all of the lessons in the course, the floor was opened for discussion. Dr. Klatt expressed some concern with the date of the course. Being at the end of the year, he was not sure how much participation and enthusiasm they would get from the students. Drs. Carter and Thompson both informed the committee members that the faculty are very excited about this course and they think it will be a great experience for the students. Dr. Ignatoff was unclear what educational objectives would be served by taking the students to a cemetery. It was recommended that this particular exercise be deleted unless specific learning objectives were identified. Dr. Ignatoff made a motion to accept the overall course description with the change indicated above and this was seconded by Dr. Weintraut. The motion was approved unanimously. A recommendation was made by the Capstone Course committee to set the course dates for the Class of 2014 for April 22-26, 2014. This was approved unanimously.

2. The last order of old business was the LCME update by Dr. Thompson. She informed the committee that the LCME will be here the week of February 24th and that they do not need to meet with all of the members of the CIC as a group. They only want to meet with the program directors.

Adjournment

There being no further business to discuss, the meeting was adjourned at 5:50PM.

Minutes recorded by:
Leigh Anne Kirkland