Curriculum and Instruction Committee
Meeting Minutes
Thursday, November 21, 2013

Attendees:

Carolyn Klatt, MLIS
Edward Klatt, MD
John Buckholtz, MD
Susan Cline, PhD
Alec Ridley, MSIII
Dina Linfoot, MD
Grady Carter, MD
Jeff Ignatoff, MD

Tina Thompson, PhD, Chair
David Mathis, MD
McKinley Thomas, EdD
Steve Williams, MD
Dominique Broccoli, PhD
Jacob Beltz, MSI
Roberta Weintraut, MD

Absent:

Wayne Glasgow, PhD
Phillip Lunsford, MSIV
Blanca Lopez, MD
Butch Wolff, MD
Robert Donner, MD

W. Patrick Roche, MD
Michael Smith, PhD
Roy Russ, PhD
David Baxter, MD
Chelsea Bayer, 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 November 7, 2013 meeting were presented for approval of the committee.

_The minutes were approved by acclamation._
New Business

1. The first order of new business for Dr. Thompson to go over Dr. Russ’s review of the Renal Phase. The word document was presented to the members and Dr. Thompson reviewed a few key points. The learning objectives are appropriate for the phase as are the cases and tutor development. Student performance has dropped slightly over the last 3 years and the failure rate was up slightly. The SOCA failure rate has stayed about the same over the last 3 years. Overall, the phase is well organized. The only significant concerns were with histology and to a lesser extent physiology. The review was opened for discussion.

Discussion centered on clarifying and responding to the histology concerns. These included the textbook, learning objectives, assessments and the quality of the recorded resource session. It was noted that aside from the quality of the recording, these have been on-going concerns. A verbal action plan was decided upon (motion made and seconded by Drs. Weintraut and Broccoli) and Dr. Thompson was tasked with writing the details of the plan and notifying the discipline representative for the phase. Motion was approved unanimously.

Note: The following is the action plan sent to the discipline representatives on 11/25/13

a. The only primary reference that may be used for the phase is: Ross MH, Pawlina W Histology. A Text and Atlas.
c. Please review and revise the study guide objectives as necessary to insure that they are answerable from the Ross and Pawlina primary text.
d. Please review and revise the histology questions to insure that they are linked to study guide objectives, answerable from the Ross and Pawlina text and assess concepts that are medically relevant. To facilitate this process, please provide a copy of your peer-reviewed questions to the PC (Jeff Ignatoff) no later than February 14, 2014. Please be sure to notify your peer reviewer that the text and/or objectives for your questions have been changed to facilitate their review. Dr. Ignatoff will work with you to insure that these expectations are met.
e. If you do not plan on providing a new resource session for the students, please review the old resource session for clarity, quality of recording and most importantly to insure that the material covered is consistent with material presented in the Ross and Pawlina text and addresses the learning objectives identified for the phase.

The Phase Coordinator was tasked with scheduling the physiology resource(s) earlier in the phase to address the timing concerns.

2. The second order of new business was for the CIC to consider a request from Christy Bridges to allow her to post the power point associated with her Host Defense resource session on blackboard. The CIC had previously limited the discipline to post two resources (question sets, power points, etc) per phase. She already has two items posted for the phase. A brief discussion centered on the educational merit of posting resource session power points on blackboard for not only the host defense phase but for all phases. A motion was made to allow histology to post resource power points that form the basis of a phase resource session prior to the actual presentation. These posts will
not be included in the previously approved 2 items/phase limit for the discipline. (Motion was made and seconded Drs. Ignatoff and Klatt and approved. 11 for and one abstention).

3. The third order of new business was for Dr. McKinley Thomas to provide an introduction of C-SORT, a methodology to better align the goals and objectives of the community medicine curriculum with the mission of MUSM. The change in methodology incorporates the foundational changes that have been made to the curriculum over the last several years and will provide the basis for additional recommended changes. Dr. Thomas will present a more complete proposal on the use of the C-SORT at a future meeting.

**Old Business**

1. The only order of old business was for Dr. Thompson to give a status update of the Neuro phase revisions. She informed the committee that the recommendations had been sent out to the phase discipline representatives. She has heard back from a few of them and they are making the recommended changes. The PC and Dr. Tom Hope are tasked with completing the recommendations as needed.

**Campus Specific Curricular Issues**

1. Savannah—Dr. Thompson did not have any issues
2. Macon—Dr. Carter did not have any issues
3. Columbus—Dr. Mathis let everyone know that they currently have some 4th year students who are signed up for electives that do not have any Mercer faculty members teaching them. Columbus is working to get faculty appointments for these preceptors so that the students can still take the electives. They have had their first failure on a shelf exam.

**Subcommittee Reports**

1. BMP—N/A
2. CS—N/A
3. CM—N/A
4. Year 3—N/A
5. Year 4—Steve Williams let everyone know that things are moving along getting faculty appointments in Columbus and Macon. He went to Dublin and there may be a possibility of using that site in the future for 4th year electives. He also let everyone know that in regards to 4th year students who want to do an international elective, Mercer has a foreign travel office and this office will take care of travel for international electives from this point on.

**Adjournment**

There being no further business to discuss, the meeting was adjourned at 6:05PM

Minutes recorded by:
Leigh Anne Kirkland