Curriculum and Instruction Committee
Meeting Minutes
Thursday, September 4, 2014

Attendees:

Carolyn Klatt, MLIS
Edward Klatt, MD
Michael Smith, PhD
Jacob Beltz, MSII
Susan Cline, PhD
David Baxter, MD
Blanca Lopez, MD
Robert Donner, MD
Ed Grimsley, MD

Tina Thompson, PhD, Chair
Grady Carter, MD
Roberta Weintraut, MD
Bob Visalli, Ph.D.
Dominique Broccoli, PhD
John Buckholtz, MD
Alice House, MD
Jeff Ignatoff, MD

Absent:

Kristjan Thompson, Ph. D
Butch Wolff, MD
Fiona Bell, MSI
Roy Russ, PhD
Chelsea Bayer, MSIII

Dina Linfoot, MD
Steve Williams, MD
Alec Ridley, MSIV
Davis Parish, MD

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 July 17, 2014 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. Thompson to review the attendance policy. This was coming as a request from the by-laws committee.

2. The second order of new business was for Dr. Thompson to go over the schedule of all of the components of the curriculum that need to be reviewed this academic year. She reminded everyone that one of the required responsibilities of the CIC is ongoing review of the curriculum and that with each new academic year, the CIC identifies what needs to be reviewed and which CIC member will be responsible for each. Dr. Thompson presented a list to all of the members of what needed to be reviewed and asked for volunteers for each. The floor was opened for discussion. The review schedule will be distributed when finalized.

3. The third order of new business was for Dr. Thompson to inform the CIC members that a member of the faculty in Columbus has been nominated to become a member of the CIC. Dr. House has selected Dr. Patel who is from St. Francis. He has been a big part of the Internal Medicine clerkship in Columbus. The floor was opened for discussion. There was a motion made by Dr. Broccoli with a second from Dr. Baxter to vote to approve this nomination to submit to the nomination committee and then to the executive council. The vote was unanimous in favor of the motion.

Old Business

1. The first item of old business was for Dr. Ignatoff to report on Renal-Histology changes. After the last phase review, recommendations were implemented and the phase coordinator was asked to report back to the CIC on the effectiveness of these changes. Dr. Ignatoff presented a power point to the committee including student performance, student feedback and recommendation.. Overall the phase is a little better than the previous two years. Based on these findings, his recommendation at this time is to eliminate the Histology power-point as a primary reference in the renal phase. A motion was made to vote by Dr. Baxter with a second by Dr. Broccoli. The vote was 10 for, 1 opposed and 2 abstentions. The BMP Program Director is instructed to notify the discipline of this change in time to prepare for the 2014-2015 renal phase.

2. The second order of old business was to discuss the discrepancy on the in-house exam scores in Pediatrics. Data was shared with the CIC (see attached). Columbus had lower scores than the other two campuses. After discussing the issue with the clerkship directors, it was determined that the clerkship in Columbus was not directing the students to the information that would be emphasized on the mid-term. This information is highlighted on the resources page of the blackboard site. The clerkship director in Columbus will advise the students appropriately. The blackboard site has been updated to insure that the Columbus site is consistent with the Macon and Savannah sites. The CIC will monitor performance on the first two rotations to determine whether these changes address the issue.
3. The last order of old business was to continue competency review. Dr. Thompson presented the members with competency III.5 (see attached). Much of the discussion revolved around the interpretation of “demonstrates self-directed learning and progressive professional development”. There was not a universal agreement on the CIC concerning the interpretation. However, the CIC did agree that it was difficult to justify some of the objectives associated with this competency in the surgery clerkship. Those listed in BMP, FM, Peds and CS appear to adequately address this competency. Dr. Thompson will forward concerns to the program directors.

**Campus Specific Curricular Issues**

1. Savannah-
2. Macon-
3. Columbus-

**Subcommittee Reports**

1. BMP—
2. CS—
3. CM—
4. Year 3—
5. Year 4—

**Adjournment**

There being no further business to discuss, the meeting was adjourned at 6:00PM

Minutes recorded by:
Leigh Anne Kirkland