Curriculum and Instruction Committee
Meeting Minutes
Thursday, June 5, 2014

Attendees:

Carolyn Klatt, MLIS
Edward Klatt, MD
Michael Smith, PhD
Robert Donner, MD
Susan Cline, PhD
David Mathis, MD
Jeff Ignatoff, MD
Jacob Beltz, MSI

Tina Thompson, PhD, Chair
John Buckholtz, MD
McKinley Thomas, EdD
Blanca Lopez, MD
Steve Williams, MD
Alec Ridley, MSIII
Guest: Dean Malan, Dr. Prakesh

Absent:

Dina Linfoot, MD
Dominique Broccoli, PhD
W. Patrick Roche, MD
Roy Russ, PhD
Chelsea Bayer, MSII

David Baxter, MD
Grady Carter, MD
Roberta Weintraut, MD
Wayne Glasgow, PhD
Butch Wolff, 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 May 15, 2014 meeting were presented for approval of the committee.

The minutes were approved by acclamation.
New Business

1. The only order of new business was for Dr. Mathis to report on the status of re-organization of the clerkship administrative structure on the Columbus campus to be more consistent with the other campuses. Individual discipline clerkship directors have been identified for the Columbus campus. There are a few issues associated with how their contracts will be formulated but that is not a curricular issue. This re-organization should make communication and curricular oversight easier across campuses. This change will go into effect for the 2014-2015 academic year.

Old Business

1. The first item of old business was to review and approve the Year 1/Year 2 Curricular Principles. Dr. Donner presented a power-point providing background information about the changing face of medicine. The curricular principles were designed to guide the development of a new Year1/Year 2 curriculum that would address the educational competencies. As the committee had time to review the principles since the last meeting, a motion was made to approve the principles in totality. The motion was made by Dr. Ignatoff and seconded by Dr. Williams. There was no further discussion. The motion to approve the principles was approved unanimously. Now the three sub-committees can begin the next step of the curricular review. Dr. Thompson also informed the CIC that we have received more volunteers for the sub-committees.

2. The second item of old business was for the committee to continue review of the competencies (I.9; IV. 4; II. 10; VI. 2) and their linkage to program/course learning objectives. The goal is to determine if the competencies are adequately addressed and appropriately assessed by the current curriculum. As a committee, the CIC needs to review the coverage of the competencies and to make recommendations to address deficiencies or unintended redundancies. Dr. Thompson will routinely send out 4-5 competencies for the committee to review and bring any concerns up in the following meeting.

Campus Specific Curricular Issues

1. Savannah- N/A
2. Macon-N/A
3. Columbus- Columbus is working on taking care of getting annual evaluations of faculty members that have contact with Mercer students. He also let the committee know that Alice House has been selected as the new Dean and she will start on July 1st.

Subcommittee Reports
1. **BMP**—They met and continue with phase review and this is on track. Dr. Klatt presented a slide that showed information on remediation for the past few years. While this continues to be an ongoing problem, the problem is a little better than the past few years. The question is what do we need to do in order to tackle the problem. This needs to continue to be reviewed.

2. **CS**—have not met yet

3. **CM**—they have met 2 times. Dr. Thomas informed the committee that a preceptor coordinator will be hired in Savannah. They also discussed the need to find CM preceptors in Columbus.

4. **Year 3**—N/A

5. **Year 4**—Dr. Williams informed the CIC that Mercer has reached an agreement with the Carl Vincent VA hospital in Dublin and as soon as faculty appointments are in place, we can start sending students for geriatrics electives.

**Adjournment**

There being no further business to discuss, the meeting was adjourned at 5:30PM

Minutes recorded by:
Leigh Anne Kirkland