Curriculum and Instruction Committee  
Meeting Minutes  
Thursday, September 6, 2012  

Attendees:

Robert Donner, MD          Grady Carter, MD  
Carolyn Klatt, MLIS         Tina Thompson, PhD, Chair  
Edward Klatt, MD            W. Patrick Roche, MD  
Dominique Broccoli, PhD     Blanca Lopez, MD  
Wayne Glasgow, PhD          Ashley Horner, PhD  
Michael Smith, PhD          David Baxter, MD  
Roy Russ, MD                McKinley Thomas, EdD  
Steve Williams, MD          Jeff Ignatoff, MD  
Roberta Weintraut, MD       Alec Ridley, MSII  

Absent:

Wade Fletcher, MD          Phillip Lunsford, MSIII  
Marie Dent, PHD             Erin Meehan, MSIV  

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 August 2\textsuperscript{nd} meeting were presented for approval of the committee.

\textit{The minutes were approved by acclamation.}
New Business

1. The first order of business was for McKinley Thomas to discuss changes to the Patient Encounters and visit hours for Community Medicine. The only change to the current procedure list was to add preventative health counseling in smoking, drug use/abuse and mental health. Dr. Thomas also noted the changes to the visit hours which were done in order to address requests from the students who wanted more clinical time during their CM visit. The percentage of time that the student spends on the visit will now be increased. (see attached power point). Both of these changes were approved unanimously.

2. The second order of business was for Dr. Thompson to summarize the Remediation Events in the BMP for the year 2012. (a power point was presented to the committee). There were a total of 56 remediation events for the Class of 2014. These events spanned many disciplines. Several students had multiple events. Most of the students passed on their first attempt, however, there were a few students who had to remediate twice. These remediation events affected 1/3 of the class and caused several students to start their 3rd year late.

Old Business

1. Dr. Thompson gave an LCME update. The LCME visit is Feb 24th-28th, 2013. We are currently in the process of writing a 1st draft of a self-study. There will be a series of town hall meetings with faculty around the end of Sept/Oct for any comments. These comments will be brought back to the LCME self-study task force and will be finalized and sent to the LCME. We have addressed citations that were received in 2005 and are making progress.

Adjournment

There being no further business to discuss, the meeting was adjourned at 5:10PM

Minutes recorded by:
Leigh Anne Kirkland