Curriculum and Instruction Committee  
Meeting Minutes  
Thursday, October 18, 2012

Attendees:

Carolyn Klatt, MLIS  
Edward Klatt, MD  
Dominique Broccoli, PhD  
Blanca Lopez, MD  
Michael Smith, PhD  
Roy Russ, PhD  
Steve Williams, MD  
Roberta Weintraut, MD  
Chelsea Bayer, MSI  

Tina Thompson, PhD, Chair  
Grady Carter, MD  
Robert Donner, MD  
W. Patrick Roche, MD  
David Baxter, MD  
McKinley Thomas, EdD  
Jeff Ignatoff, MD  
Alec Ridley, MSII  
Guest: Dean Malan

Absent:

Wade Fletcher, MD  
Ashley Horner, PhD  
Phillip Lunsford, MSIII  

Erin Meehan, MSIV  
Wayne Glasgow, PhD

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 October 4, 2012 meeting were presented for approval of the committee.

*The minutes were approved by acclamation.*
Old Business

1. The first order of business was to have Dr. Lopez give an overview of the COP and Clinical skills remediation policy. A power point was presented for both programs. There were not any major concerns with the COP current policy. The one major concern with the Clinical Skills remediation policy is that currently there are no clear rules concerning the number of remediation attempts that are allowed. Dr. Lopez is going to get together with the Clinical Skills faculty and bring a recommendation back to the CIC.

2. The second order of business was for Dr. Thomas to review with the CIC, the changes that he made to the Community Medicine policy in regards to advancement to the third year. A copy of this change was presented to the CIC. Basically it was noted that it is next to impossible for the faculty to grade all of the CM papers before the students begin their 3rd year. Therefore, his revision to the policy is to add the following: that 2nd year students must submit all requisite documentation regarding their Year Two Community Medicine Visit before they can proceed to the third year. If they do not receive a passing grade, they will be allowed to finish the current clerkship that they are on, and then they will be pulled until they have received a passing grade. He also noted that remediation in Community Medicine was not a major problem. The floor was open for discussion. Dr. Thomas will re-word the changes brought to the committee and bring it back for vote at the next meeting.

3. The last order of business was to continue the discussion regarding BMP policy changes of remediation. Prior to the meeting, the members of the CIC were presented with some suggestions from Dr. Grady Carter. Dr. Carter restated these suggestions and the floor was open for discussion. A motion was made by Dr. Baxter regarding a change to the current remediation policy. He suggested the following revision: Remediation would consist of an initial meeting with a faculty member to discuss problems that the student is having, and then the assessment would be the student passing Step 1. The members of the CIC agreed to give thought to all matters discussed regarding curriculum changes and to pick up the discussion at the next meeting.

Adjournment

There being no further business to discuss, the meeting was adjourned at 6:25PM

Minutes recorded by:
Leigh Anne Kirkland