Curriculum and Instruction Committee  
Meeting Minutes  
Thursday, November 21, 2014

Attendees:
Carolyn Klatt, MLIS  
Tina Thompson, PhD, Chair  
Phil Malan, PhD, MD  
Kristjan Thompson, Ph. D  
Michael Smith, PhD  
Jacob Beltz, MSII  
Bob Visalli, Ph.D.  
Ed Grimsley, MD  
Susan Cline, PhD  
Dominique Broccoli, PhD  
Robert Weintraut, MD  
Robert Donner, MD  
Grady Carter, MD  
Fiona Bell, MSI  
Curran Dalal  
Marshall Angle, PhD  
Robert Donner, MD  
Steve Williams, MD  
Jeff Ignatoff, MD  
Blanca Lopez, MD  
David Baxter, MD  
Edward Klatt, MD  
Davis Parish, MD

Absent:
Dina Linfoot, MD  
Alice House, MD  
Butch Wolff, MD  
John Bucholtz, MD  
Mahesh Patel, MD  
Blanca Lopez, 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 November 13th, 2014 meeting were presented for approval of the committee. Minutes where changed to reflect that Edward Klatt, David Parish and Alice House where in attendance. The minutes were approved by acclamation.

Old Business

1. Dr. Thompson asked that we introduce ourselves because they are so many new people.
2. Dr. Klatt revisited the Review of the Surgery Clerkship that was tabled at the 11-13-2014 meeting. We went through the 4 recommendations that Dr. Williams offered and then opened the floor for discussion. The following recommendations were considered:
   1. Review the linkage between competencies, learning objectives and assessments. Surgery ‘lumps’ learning objectives under multiple competencies and the linkage does not always make sense educationally. The clerkship directors should review/revise prior to the start of the next academic year. Changes will be reviewed and approved by the CIC prior to submission of the clerkship manual for 2014-2015. Lecture Series for Students in Macon and Savannah needs to be spelled out as attendance of a Resident based lecture series.
2. Clarify which textbooks are ‘required’ and which are ‘recommended’ for the clerkship. This clarification needs to be incorporated into all 3 clerkship manuals. Review and identify appropriate educational resources that the students may reasonably be expected to cover over an 8 week rotation.

3. Consider developing a lecture video repository that can capture the best resources from all three campuses and make those resources available to all via Blackboard.

Following discussion, it was decided to make recommendation #3 a general recommendation for Year 3. Dr. Baxter was tasked with bringing this recommendation to the CDSC-subcommittee. A motion was made by Dr. Williams and seconded by Dr. Klatt to accept the recommendations. The vote was unanimous in favor of the recommendations.

New Business

1. Dr. Klatt gave a curriculum review and revision update for surgery. He did a power point presentation and said the process is going well. Stated that it was similar to what was being done already. The goal of the new process is to provide opportunities for students that are more efficient to learning. After the presentation floor was open for discussion. The following issues were discussed:
   a. A question was raised about the blocks having some flexibility. Is the sequence efficient – what is in the first block must be concepts that are needed first. Dr. Klatt explained that all concepts are included in the first block and then reinforced as you move through the process.
   b. Dr. Klatt talked about the process being team based learning. The whole process would be looked at in a three tier system. First, what is the big picture – input from all behaviors. Second – to look at specific block - possibly have a committee to do this. This committee will work on each block and communicate across behaviors. Third – what is the order of what is offered.
   c. There was some concern that the project was being pushed for an August 2015 start date. If this is going to work, the best product needs to be out there. The members were assured that the curriculum would not implemented prior to CIC approval but the subcommittees are tasked with working diligently toward a 2015-2016 delivery date. It was suggested that with curricular change nothing is 100% ready and a new process in never 100% comfortable. Also there is an approval system that it needs to go through.
   d. Another concern was with how remediation would occur and how it will impact the professional growth and development time frame. Dr. Klatt explained that remediation would take place throughout the process and that would make for less remediation as a whole at the end. There will be multiple evaluations in each block to identify remediation needs earlier.
   e. Curran Dalal asked if the assessments would change and what kind of assessments would there be. Dr. Klatt explained that they would change. There would be a variety of assessments that would be knowledge and clinical based and would be done more frequently.
   f. Fiona Bell asked if the students would get the basics first to get them ready for community work. The answer was yes.
   g. Dr. Cline brought up the issue of team based learning. She reiterated that it is a different approach and requires expertise and classroom management skills. Dr. Malan stated that there will be training and support systems for the process. The training could be workshops, having experts come in and run a classroom, feedback from others who have done this type of TBL before, etc.
   h. Dr. Klatt stated that he and the subcommittee will continue to work on the process. He will provide regular updates to the CIC including information about week structure.
Campus Specific Curricular Issues

1. Savannah- Tina Thompson--- none
2. Macon-Steve Williams---none
3. Columbus-Alice House---Dr. Thompson reported that Dr. Zanga will resign as Pediatric Clerkship Director at the end of the year. There is some concern with the change midyear. Dr. House has identified a replacement.

Subcommittee Reports

1. BMP— Ed Klatt – on track with phone reviews
2. CS— Bianca Lopez – no update
3. CM— Davis Parish – will form new committee
4. Year 3—David Baxter – no update
5. Year 4—Steve Williams – no update

Adjournment

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

Minutes recorded by:
Katie Davis