Curriculum and Instruction Committee
Meeting Minutes
Thursday, July 11, 2013

Attendees:

Carolyn Klatt, MLIS                     Tina Thompson, PhD, Chair
Edward Klatt, MD                        Grady Carter, MD
McKinley Thomas, EdD                    Wayne Glasgow, PhD
David Baxter, MD                        Steve Williams, MD
Phillip Lunsford, MSIII                 Dominique Broccoli, PhD
Robert Donner, MD                       Jeff Ignatoff, MD
Michael Smith, PhD                      Blanca Lopez, MD
David Mathis, MD                        Guest: Tom Hope, MD

Absent:

Wade Fletcher, MD                      Roy Russ, PhD
Ashley Horner, PhD                     Roberta Weintraut, MD
Erin Meehan, MSIV                      Chelsea Bayer, MSI
W. Patrick Roche, MD                   Alec Ridley, MSII

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 June 20, 2013 meeting were presented for approval of the committee.

The minutes were approved by acclamation.
New Business

1. The first order of new business was the approval of the Columbus Campus Curriculum. Dr. Thompson made a motion to approve that the curriculum on the Columbus campus will be identical to the curriculum on the Macon and Savannah Campus. A vote was taken and approved unanimously.

2. The second order of new business was the BMP review of the 1st year Class of 2016 by Dr. Ed Klatt. Dr. Klatt presented a chart with the discipline averages and failures. Overall there were higher averages/lower failures than last year, however 28% of the class still failed at least 1 phase MDE and there were 8 failures/withdrawals. He did note that there are improvements that have been made but there is still a way to go with the curriculum. He also mentioned that the medical field is becoming highly competitive and we need to make sure that we are giving our students the best possible chance of being successful.

3. The third order of new business was to discuss Campus Specific Curricular Issues.
   a. Savannah: Dr. Thompson let the members of the CIC know that the Family Medicine department is currently having difficulties arranging rotation schedules due to the number of faculty that are leaving. The Chair of the department has asked if he can look into sending more students to off-site ambulatory sites (similar to the arrangement with Statesboro) This may be something that will have to be addressed by the CIC at a later date. It may be that some of the students take several weeks or possibly all 8 weeks of the FM clerkship at a site other than Memorial.
   b. Macon: Dr. Carter mentioned that on the Macon campus, 1 student had failed Step 1 and there were 5 students who would be delayed going into the third year. He did say that this was better than last year.
   c. Columbus: Dr. Mathis noted that on the Columbus campus, Syed Nquavi, the Internal Medicine clerkship director at Columbus Regional, has left and there is a temporary director in his place. His name is Samuel Rotimi and he will meet with the students on the first day of their clerkship. Also noted was that the PEDS midterm performance is lower in Columbus than on the other two campuses. This needs to be reviewed over the course of the next year.

Old Business

1. The first order of old business was for Dr. Tom Hope to give a review of the Neurology Phase. After his review, and decision the following recommendations are to be implemented for the 2013-2014 academic year:
   a. Decrease the emphasis and reading on special senses
   b. Reduce the overall volume of reading
c. Rewrite the study guide objectives to provide clear guidance to the students on which topics are of primary importance. (For example, it should be clear to the novice that not all of the pathways described in the cerebellum reading are of equal importance to the corticospinal tract)

d. Emphasis on clinical relevant gross and neuroanatomy

e. Create assessments which address fundamental principles (i.e. neurophysiology) but the majority of questions should address topics in a clinically meaningful manner.

f. Review the neuroscience, histology and biochemistry objectives with a goal to reduce the amount of non-clinically relevant material.

Dr. Klatt as Phase Coordinator and Dr. Hope as practicing neurologist are tasked with developing a detailed implementation plan to facilitate these modifications in the phase. They will present the plan to the CIC at its October 3, 2013 meeting. The CIC will review the plan, oversee any further modifications to the plan for the Phase, and develop an implementation strategy for incorporation of these changes into the Phase for the 2013-2014 academic year.

2. The next order of old business was to continue the discussion of Year 1 and Year 2 Curricular Review. Dr. Thompson presented the Kern 6 Step Model of medical school curricular development and also her proposed committee structure. The floor was opened for discussion. Dr. Thompson noted that this curricular review would ideally take a year to complete. She will email both documents that she presented to the members of the CIC and they can think about what was presented and provide insight and thoughts through email. These will be discussed at the next meeting.

**Subcommittee Reports**

1. **BMP**—Dr. Klatt informed the CIC that at the July 2nd BMP meeting, the neurology phase was discussed and also the recording system was discussed.

2. **CS**—Blanca Lopez asked for her report to be deferred until the next meeting

3. **CM**—McKinley Thomas also asked for his report to be deferred until the next meeting

4. **Year 3**—Dr. Baxter informed the CIC that as the July 10th Year 3 meeting they discussed the upcoming year, they reviewed the FM changes to numbers and kinds, they reviewed the One45 mapping and also the changes to the OSCE with surgery and OB opting out.

5. **Year 4**—Steve Williams was not present but it was noted that the next meeting for this committee will be in August.

**Adjournment**

There being no further business to discuss, the meeting was adjourned at 6:10PM
Minutes recorded by:
Leigh Anne Kirkland