

## **Agenda**

### **Curriculum Committee Meeting**

August 28, 2012

4:30-6:00 PM

G403 Medical Center

- 1) Approval of Minutes of Last Meeting - Appendix A (Vote)**
- 2) Discussion of Possible Role of Competencies to Guide and Assess Integration within the Curriculum (Bobby Miller)**
- 3) Discussion and Possible Vote on Formation of a Competency Committee – Appendix B (Brian Dzwonek)**
- 4) Discussion of Use of iBooks in the Curriculum (Richard Egleton)**
- 5) Other Business**
- 6) Adjournment**
- 8) Next regular meeting – 4:30-6:00 PM, September 13, 2012**

## Appendix A – Curriculum Committee Meeting Minutes – August 9, 2012

### CURRICULUM COMMITTEE MEETING MINUTES

08/09/2012

Present: Piyali Dasgupta, Brian Dzwonek (secretary), Richard Egleton, Paul Ferguson, Tigran Garabekyan, Charles Giangarra, Carl Gruetter (chair), Susan Jackman, Will McCumbee, Dilip Nair, Nancy Norton, Laura Richardson, Jonathan Siebert, Amy Smith, Sasha Zill

Absent: Wesam Bolkhair, Elizabeth Evans, Elaine Hardman, Becca Hayes, Jonathan Hess, Hisham Keblawi, Tracy LeGrow, Farid Mozaffari, Justin Tolbert

Guests: Sean Loudin, Nancy Webb, JoAnn Raines,

The meeting started at 4:39 pm.

Dr. Dzwonek chaired the meeting Dr. Gruetter joined the meeting via Face Time.

#### **1) The minutes of the July 12<sup>th</sup>, 2012 CC meeting were approved with the following revisions:**

- Jessie Shields has graduated and is no longer a member of the committee
- Becca Hayes is a member of the committee
- Travis Salisbury surname corrected

#### **2) Subcommittee Reports**

A) First Year subcommittee – (William McCumbee, Discussion)

- No Update meeting to be scheduled

B) Second Year subcommittee (Susan Jackman, Discussion)

- MSII Subcommittee (Susan Jackman)
- Dr. Jackman briefed the committee on a recommendation from OME to raise the Comprehensive Basic Science Self-Assessment exam passing score from 250 to 300. It was recommended that the Academic Standards Committee review the recommendation to raise the passing score and provide feedback by email. There was no consensus from the committee on the call for review and email vote, as the committee felt there was not enough information to make a decision. There was a recommendation to wait and allow the Academic Standards Committee to meet and discuss the proposal before acting.
- Dr. Jackman provided an overview of a discussion related to LCME ED-21 for an increase in diversity cases for small group sessions.
- Dr. McGuffin requested one element of diversity for each case study.
- Dr. McGuffin offered to provide assistance to the MSII faculty to add elements of diversity to their clinical cases

C) Third Year subcommittee (Sean Loudin, Discussion)

- Due to restrictions that are in place at Cabell Huntington Hospital there has been a modification to the tracheal intubation requirement for 3rd year students. The

modification in the language changes the requirement from "performed" to "performed or observed" pending further discussions with Hospital representatives on restrictions of students performing tracheal intubation.

- Amy Smith provided an update on a meeting involving Dr. McGuffin, Dr. Dzwonek, Dr. Berdict, Dr. Neil and herself. Dr. Neil is a newly hired Anesthesiology director who has offered to provide a new curricular model that will allow the students to receive intubation training. Ms. Smith reports that most of this training in this curriculum is geared toward adults. Ms. Smith suggested that the equipment used in the training modules would allow for pediatric training if the curriculum were to be developed.
- Dr. Dzwonek indicated that the current student log book requirement would recognize "performing or observing" intubation as meeting the minimum requirement as the curriculum was being finalized.
- Dr. Loudin indicated that students would still have the fourth year to perform the procedures if they do not complete the requirement as the log would include experiences in both MSIII and MSIV.
- Ms. Smith indicated that part of the intubation curriculum would be a "check off sheet" which would guide the students as they advanced through each competency in the training.
- Dr. Loudin reports that the Clerkship Directors are creating a list of 30-45 disease processes that are not included in the current student encounter log that tie in to the basic sciences. The goal of this exercise is to allow the first and second year faculty to have more disease processes to integrate into the curriculum.
- Dr. Gruetter requested that the topics that Dr. Loudin is preparing be posted to the faculty list serv so that they can be shared to the faculty as a whole.
- Dr. Gruetter felt this list would help with vertical integration as faculty could pick and choose the topics that fit with the material that they are covering.
- Due to a reduction in faculty involved in the Psychiatry rotation, there are discussions of alternative student placements to address the learning needs of students in the rotation. These alternative placements involve new agreements with the VA and possible rural rotations. Dr. Loudin will provide updates as they are available.

D) Fourth Year subcommittee (Charles Clements, Discussion)

- No Update

E) Vertical Integration Committee (Richard Egleton, Discussion)

- Committee has not met.
- Dr. Egleton described a discussion that occurred at the MSII Subcommittee meeting of a proposed model that is based on outcome measures that may be useful for vertical integration. Dr. Egleton feels the ideas that were shared might create a road map to assist with the process. Dr. Egleton suggested the Competency model might be a good tool to identify gaps in the curriculum as well. Dr. Egleton noted that the Competency model would not eliminate the steps that are taken at the block level but would provide a more useful overall view of the curriculum. Dr. Egleton suggested that until we (the faculty) work out what we should be teaching it is difficult to decide what should be

taught in each lecture. Dr. Egleton feels this model would provide a more efficient first view of the curriculum.

- Dr. Richardson suggested that the LCME Action Plan was calling for a different set of tasks related to forming blocks, defining Block Leader duties, and having the block leaders perform the task of identifying gaps in the curriculum.
- Dr. Jackman asked when the committee will get a copy of the Competencies
- Dr. Dzwonek suggested that if the Curriculum Committee is in favor of exploring the Competencies further than it might be beneficial to create a working group or subcommittee to explore the Competencies in greater detail and report back to the Curriculum Committee. Dr. Dzwonek briefly described how Indiana University uses Competencies in their curriculum. Dr. Dzwonek suggested the model would allow for a structured rearrangement of the curriculum and would provide not only a set of outcome measures but also could serve to facilitate the effort to achieve greater horizontal and vertical integration.
- Dr. Jackman asked if the Competencies are something that the Curriculum Committee would vote on to approve as a means of horizontal and vertical integration.
- Dr. Nair indicated that the Competencies are in place in the form of Institutional Objectives
- Dr. Dzwonek suggested that the Institutional Objectives are still too broad to clarify what the students should demonstrate at various stages.
- Dr. Grutter asked that the discussion related to Competencies provide general information and that additional subcommittee work may be necessary to allow greater discussion of a Competency-Based Curriculum.
- Dr. Grutter suggested that an example of a Competency-Based Curriculum might provide greater clarity to the Committee.

### **3) Discussion and Possible Approval of Proposal on MSI/MSII Block Leader Duties and Selection**

–Appendix B (Susan Jackman) (Approved with two abstaining )

- Dr. Jackman referenced the Block Leaders Duties and Selection (Appendix B) indicating that the document was the result of subcommittee work related to LCME citations.
- Dr. Jackman reported that the MSI/MSII Subcommittees held a joint meeting to review the document and voted unanimously to approve the document pending minor revisions to the original including clarifying language related to the FTE effort of the Block Leader.
- Dr. Jackman asked the committee to review the proposal and opened the discussion to questions.
- Dr. Zill asked Dr. Jackman to address the wording related to faculty elections of Block Leader versus the Curriculum Committee approving Block Leaders.
- Dr. Jackman clarified the rationale of a one year commitment was included to allow faculty to make a judgment of the expectations at the end of each academic year and decide if they wish to continue.
- Dr. Richardson indicated that the subcommittee would review the qualifications of the candidates related to the Block Leader Duties and Selection.
- Dr. Nair suggested that as a compromise, the subcommittee could vet the candidates and the faculty could vote on the final candidates.

- Dr. Zill indicated that Dean Shapiro has asked for faculty to be more involved in educational programs and that this position would allow for greater involvement.
- Dr. Richardson clarified that the authority to vet the faculty candidates comes from the Curriculum Committee and that the requirement of the Block Leader Duties and Selection requires that the Block Leader work well as part of a team.

#### **4) Discussion and Possible Approval of Required iPad use in Curriculum**

##### **–Appendix C (Brian Dzwonek) (Approved pending revisions)**

- Dr. Dzwonek presented a *Proposal for the iPad as a Course Requirement for the MD Degree*
- The request for the requirement is designed protect the students from the financial burden associated with receiving this device.
- Dr. Egleton expressed concerns about the iBook as a solution for consolidating the curriculum due to long download times and expressed that the Curriculum Committee were not previously in favor of the iBook solution.
- Dr. Egleton also suggested that due to the capacity of the iPad and the possibility that student notes would be lost during updates that the iBook may not be the best solution in its current design.
- Dr. Richardson suggested that the full faculty should be informed of the choices and have input into the available options and that the final recommendation for a software solution should come from the Curriculum Committee.
- Revisions to the proposal were suggested as a condition of approval:
  - Change “MUSOM” to “JCESOM” as Approving Officer
  - Remove the following words from the second sentence of (B) Purpose of Policy “more integrated and streamlined”
  - Change date in (D) Follow-Up from “08/01/2013” to “05/01/2013”

#### **5) LCME Update (Brian Dzwonek)**

- Dr. Dzwonek provided an update on the changes to the JCESOM LCME website including a brief overview of the August 2, 2012 Faculty Meeting and indicated that there would be additions made to the website corresponding to future LCME Steering Committee meetings.

#### **6) Consider need for additional meeting on August 30, 2012**

- Dr. Grutter and Dr. Dzwonek requested an additional meeting to discuss Competencies prior to the next regularly scheduled Curriculum Committee Meeting.

#### **7) Other Business**

- Dr. Dzwonek provided an overview of a Competency-Based Curriculum model from Indiana University School of Medicine as an example of a framework that could be used to facilitate curriculum mapping and frame outcomes for MSI-MSIV students.
- Dr. Miller provided insight into how the Competencies are used in Graduate Medical Education (GME)
  - Dr. Jackman requested the following from the Office of Medical Education related to the iPad in the curriculum:
    - Other hardware and software options for curriculum consolidation for the subcommittees to consider
    - A demonstration of the proof of concept model of curriculum consolidation on iBook/iAuthor

**10) Adjournment**

- The meeting concluded at 6:12 pm

**11) Next meeting** – 4:30-6:00 PM, August 28, 2012

Brian Dzwonek  
Secretary

Draft

## **Appendix B – Proposal for Formation of Competency Committee**

### **A Proposal to Establish a Competency-Based Curriculum Committee**

August 28, 2012

Brian Dzwonek, Ed.D.

Associate Dean of Medical Education

JCESOM

**Overview:** The following is a proposal to establish a Competency-Based Curriculum Committee in response to the LCME citations for ED-5-A and ED-33 and the related LCME Action Plan as outlined below.

#### **LCME Citations and Action Plan Items**

**ED-33 Finding:** Both years one and two of the curriculum have been reorganized into systems-based blocks, where the subjects are coordinated temporally but have varying degrees of horizontal content integration. As yet, there has been little attention to achieving vertical integration of content across the curriculum, except in specific subject areas.

**Action Plan Item:** Complete a thorough evaluation of the curriculum of all required course/system

**ED-5-A Finding:** The first two years of the curriculum are highly dependent on lecture and offer few opportunities for medical students to develop the skills necessary for lifelong learning.

**Action Plan Item:** Create core learning objectives with outcome measures for each year and for each system to better illustrate the degree of curricular integration

**Scope of Work:** The Committee's primary task is to evaluate existing models of Competency-Based Curricula and develop a model for JCESOM with possible recommendation to the Curriculum Committee for adoption.

#### **Membership**

- MSI (2 Faculty)
- MSII (2 Faculty)
- MSIII (2 Faculty)
- MSIV (2 Faculty)
- Residency Director (1)
- Resident (1)
- Former Student (1)
- Office of Medical Education (1)

**Report:** The Committee will draft a report, a suggested model, and possible recommendation to the JCESOM Curriculum Committee to establish a Competency-Based Curriculum the JCESOM.