

Curriculum Committee Meeting

September 20, 2018			
	Class of 2019: Kyle Smith	X	Class of 2019 OSR: Akash Sharma
X	Class of 2020: Joey Simmons		Class of 2021 OSR: Samuel Kaplan
X	Class of 2021: Rebecca Wingfield		Class of 2021 OSR: Kayla Rodriguez
	Class of 2022:		Class of 2022 OSR:
	Piyali Dasgupta, Ph.D.		Bobby Miller, M.D.
X	Beverly Delidow, Ph.D.	X	Robbie Nance, BSAM (Recording Secretary)
X	Larry Grover, Ph.D.	X	Nitin Puri, M.D./Ph.D. (Executive Secretary)
X	Maria Serrat, Ph.D.		Marie Frazier, M.D.
X	Hongwei Yu, Ph.D.		Paul Ferguson, M.D.
X	Bonnie Beaver, M.D.		Michelle Ruppert, M.A.
X	James Day, M.D/Ph.D.	X	Amy Smith, M.Ed.
X	Doreen Griswold, M.D.		Mike McCarthy, M.A.
X	Sean Loudin, M.D.	X	Holly Dunmore, M.S.
	Kelly Melvin, M.D.		Todd Green, Ph.D. (MS1 Sub-Com)
			Nancy Norton, M.D. (MS2 Sub-Com)
X	Emily Wright, Class of 2019		
	Gregory Hill, Class of 2020	X	Sasha Zill, Ph.D.
X	Quorum Met		

Old Business

- Dr. Loudin chaired.
- Review and Approve minutes from past meeting.
 - a. September 6th.
 - i. Dr. Zill inquired if Dr. Canterbury would be invited back. He recommended having whoever reviews the timeline to come to the meeting if possible.
 - ii. Motion to approve.
 1. Motion carried.
- 18 Month Curriculum Timeline/Update
 - a. No discussion or action taken.

Sub-Committee Reports

- **MS1 (Todd Green)**
 - No report.
- **MS2 (Nancy Norton)**
 - No report.

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➤ Clinical (Kelly Melvin)

- No report.

Course Report(s)

- No course reports were presented.

New Business

➤ Fall Retreat

- a. In place of our regularly scheduled meeting for November 15th, we will have a fall retreat. As we did with the spring retreat, we will secure an offsite location. One of the goals of the fall retreat will be to review Clinical Course Reports.

➤ PowerPoint Backgrounds

- a. Feedback from students has noted a need to have lecturers use lighter color backgrounds when using PowerPoint to make it easier to read when printing to take notes. Dr. Loudin urged the committee to make an official recommendation. A lengthy discussion took place, highlights are below.
 - i. Dr. Serrat ask if there would be times when a reasonable accommodation could be made i.e. when radiology slides are used.
 - ii. Dr. Delidow suggested that lecturers could create a copy of their PowerPoint and change the background to white or a different lighter color for one file.
 - iii. Rebecca Wingfield ask if the committee would also recommend that PowerPoint be saved in a PDF format to make it easier to open in Notability (an app student's use for note taking).
 - iv. Joey Simmons ask if the material could be made available in a timelier manner like the night before. He referenced a student he tutors. The student prefers printing all material v. using technology and thus has stopped attending lectures because the material is not made available in a timely manner to allow for printing in advance of the lecture.
 - v. Dr. Zill ask if Block Leaders could require submission in advance.

➤ Curriculum Evaluation Committee

- a. An evaluation sub-committee has been formed to take a more in-depth look at each clerkship in a more holistic way than reviewing the course report. Kelly Melvin and Larry Grover are co-chairing the committee. A wide variety of materials is being pulled and requested to aid in the evaluation. Documents include but may not be limited to; course assessments; course grades, course reports; course evaluations; syllabi; NBME scores; Step2 CK scores; etc.
 - i. Amy Smith noted availability of annual questionnaires from matriculation through graduation as well as, data the Office of Student Affairs is currently collecting from Program Directors.
 - ii. Dr. Delidow ask if there was anything specific the committee was looking for.
 - 1. Dr. Puri noted that the idea is to ensure that our course objectives, clerkship objectives, assessments, and learning events are flowing from our core competencies. Evaluation will be to look at all the institutional competencies and determining whether the course demonstrates the institutions core competencies; what competencies are covered; and how they are covered.

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- a. Dr. Zill recommended taking advisement from content experts.
- b. Dr. Loudin ask the OSR members before the November 15th meeting to bring back data or a presentation on how other institutions look at clinical placements with a shortened curriculum.



Discussion

- No further discussion took place.

Next Meeting: October 4, 2018

Next Course Report: TBD