

## NOTES FROM THE CURRICULUM MANAGEMENT AND POLICY STEERING COMMITTEE MEETING

March 27, 2008 at 7:00 a.m. in 4038 Bondurant

**Members Present/Absent:**  Roberts, Chair  Byerley,  Chaney,  Cross,  Dent,  Farrell,  Hoole,  Ingersoll,  Rao,  Shaheen,  Yankaskas;  Lewis,  Sutton;  Knierim,  Fox,  Stewart  Stone

### EXECUTIVE SUMMARY:

- Podcasting and Legal Issues
- Formalized Course Review
- One45 Update
- Assessment of Course Evaluations

1. **March 13, 2008** minutes were handed out, a request for edits was made and the minutes were approved.
2. **Podcasting and Legal Issues.** The discussion began with the statement that technology was penetrating into medical school teaching on every level. Podcasting and audio links to powerpoints are just a few of the ways being used to improve student access to lectures and the information contained in them. Dr. Dent and the student leadership contacted Fletcher Fairey in the University Counsel's office for help with legal issues associated with copy right laws, use of intellectual property and HIPAA constrictions when the lectures include a patient component. The main question Mr. Fairey asked was whether this was a school-wide undertaking or related to only a few classes. It was suggested that Mr. Fairey come to a workgroup, FACET or the CC1 and CC2 committees in order to explain the problems and solutions to establishing recording of lectures. The students would like to see podcasting and access to powerpoints with audio links by Fall 2008. A question was raised regarding the availability of a budget line item to cover expenditures associated with recording and disseminating the information electronically. The discussion then turned to how to protect intellectual property and copyrights from unauthorized access. It was stated that other schools that use podcasting have gone to closed access to medical school lectures, limiting accessibility to medical students and teaching faculty. The issue of restricting access to student forums (which currently allow public access) was raised as well and it was decided that these forums would also require restrictions to their access.
3. **Formalized Review of Course update.** Dr. Roberts asked the committee to review the course review forms presented at our last meeting, inform her and Dr. Stewart whether they wished to pursue access to this new form, and advise her as to whether or not we should use the new forms or re-initiate the reviews in our previous format. Whichever form we use, we need to be able to collect data and assess it better.
4. **Assessment of Course Evaluations.** Student evaluations of faculty have illustrated the need to incorporate questions about the learning environment because students learn in multiple ways. It was discussed that Student Affairs statisticians should look at validity of data and that we should get our institutional evaluations to the point where we are satisfied they are addressing all needed components.
5. **One45 Update.** An update on One45 was presented by Dale Krams. She stated they are actively working on year 3 students to input 3<sup>rd</sup> year clerkship schedules and rotations information including program evaluations, faculty information, etc., but the collected information will not be immediately released to students. The 4<sup>th</sup> year students are inputting their preferences, but as the One45 lottery is being revised, Leanne will do the actual 4<sup>th</sup> year scheduling for those students. Jim Neill, Jake Achey, John Wagner and Dale have all received training on One45 and program coordinators are currently being trained. They are working to input faculty information from the various programs, but have been slowed by security issues related to HR Data (in particular SOMIDs) which are required from all teaching faculty in order to allow them log-in access to the system.
6. **The next meeting of the CMPC is scheduled for Thursday, April 10, 2008.**