

NOTES FROM THE CURRICULUM MANAGEMENT AND POLICY STEERING COMMITTEE MEETING

October 17, 2002 at 7:00 a.m. in 133 MacNider

Members Present/Absent: McCartney, Chair; Drs. Aleman, Chaney, Dent, Gwyther, Hoole, Ingersoll, Rao, Shaheen, Tresolini, Yankaskas; Lewis; **Regrets:** Drs. Chaney, Gwyther, Hoole, and Yankaskas

1. **Review Notes from September October 3, 2002 meeting.** Please send corrections/revisions to Dr. McCartney.
2. **LCME Update: In CD1,** brought two specific data forms to ask CDs to begin provide data. Traci Piazza is the new project coordinator. She has two master's degrees – one in education and the other in counseling. She is familiar with the medical school having come from International Affairs. She will receive answers and send reminders for and will prepare material for the CD co-chairs.
3. **LCME Managing the traffic flow - Process: OR LCME Timeline and data collection/summary process** We are presenting three to five LCME database forms at each CD meeting so that by March we will have all the data except for Required Course Forms from the courses that conclude later in the spring. At the CD1 meeting, a discussion clarified the meaning of questions, e.g. whether information about labs and simulated lab results pertained to wet labs only or included lab findings, etc. Traci Piazza, LCME Coordinator will collect data, attend meetings, field questions, send electronic copies of the forms and reminders, collate data for each form for subsequent CD discussions, and contact CDs who miss these meetings. We will be meeting with Drs. Marzluff, Oringer, Jenkins and others to discuss their sections. The students are actively planning their approach to their section. Please provide feedback if this system is not working.
4. **Organ System structure of Second Year Curriculum:** (McCartney and Tresolini) The Dean will support this effort by encouraging department chairs to advance this reform. The CD2's voted to support organ-based curriculum, and their buy-in is essential, but many fear a lack of support of chairs. Dr. Shaheen will send a survey to ask the CD2s what is the percent time they have for teaching their course.
 - a. **Support.** This project can be supported by Dr. McCartney's secretary (taking minutes at Organ Systems meeting, FACET, etc., set up meetings, schedule rooms, etc.), OED (providing expertise in faculty development and integrating tests) Educational Technology Group, and staff. It seems advisable to start with GI, which is a prototype, CV, which has taken an interest in trying an innovative teaching technique, Respiratory and Hem/Onc because these are also taught in the fall and Dr. Dent has ideas and Dr. Carson is receptive and has participated in integration efforts (Smoking Cessation).
 - b. **Course Grades** discussion visited the pros and cons of continuing to award departmental grades and changing to integrated grades, i.e. should a test be given at end of the block to assess knowledge of a particular organ system or should grades be given for each component. Students model their behavior on our expectations; they will study departmentally if we continue to administer separately and do not develop integrated tests
 - c. **Ways to phase in this curriculum change** were discussed. Departments are arranged so they can begin to be connecting with other courses. The next steps could be incremental or drastic steps. The best strategy may depend on the chair and the CD.
 - d. **Example:** Introduce the second year with a "Principles of..." block that describes how various disciplines approach defining problems, data and problem solving. Decisions will have to be made regarding who needs to be included in this block, as well as who is to be included in the various blocks and who is to float throughout the year.

Block One	Block Two	Three	Four...	...Capstone
Principles of ...	Organ System A	Organ System B	Organ System C	
Pharm				
Path				
Epi, etc.				

ICM, HSS, Genetics, etc. to be integrated throughout the year

- e. **A chair (czar) and a committee of three or four is recommended for developing these courses. The chair should receive a guaranteed .10-.25 FTE, which also becomes a means to reward excellent teachers. Ideally, the Integration Committee will be phased out.**

Action Item	Who Will Do	Due Date
Set meeting regarding elective courses and discuss electives/LCME at CD 3/4 meeting	Drs. Hobgood, Yankaskas, Gwyther, McCartney, Dent, Hoole, Tresolini	TBA Fall CD 3/4 meeting
LCME Update	Drs. McCartney/Ingersoll	October 31, 2002
CD2s will be surveyed to determine how testing should occur, and percent of time teaching.	Dr. Shaheen	Next CD2 meeting