

NOTES FROM THE CURRICULUM MANAGEMENT AND POLICY STEERING COMMITTEE MEETING

May 11, 2006 at 7:00 a.m. in 133 MacNider

Members Present/Absent: Dr. McCartney, Chair; Drs. Byerley, Chaney, Cross, Dent, Hobgood Hoole, Ingersoll, Rao, Shaheen, Yankaskas, Lewis, Osmond Sutton Simhan Palmer

1. **Coffee.** Dr. McCartney announced that **coffee** will be provided for all CMPC meetings henceforth.
2. **Alumni Distinguished Teaching Professorships.** The DAC approved recommendations for extending 2 alumni distinguished teaching professorships – to Drs. Byerley and Shaheen. This 4-year appointment is offered in recognition of their excellent teaching.
3. **Minutes** from the April 27, 2006 CMPC were approved and accepted. Dr. McCartney noted that the 2 action items from that meeting reaffirm that curriculum co-chairs are the “line bosses” of the curriculum and that most decisions should be redirected to them.

It was confirmed that the CMPC is in support of administrative issues being handled at the lowest administrative level possible, which in many cases mean the curriculum co-chairs for each year.

4. **Travel budget.** Dr. Goy’s request for funds to support travel to the IAMSE conference initiated the consideration of tuition increase funds being made available to curriculum co-chairs to support travel for faculty members that would benefit SOM curriculum enhancement. It was agreed that such funds should be disbursed by the CMPC to CO-Chairs as they identify faculty to take advantage of specific opportunities. The CMPC is in the best position to identify areas of curriculum that would most benefit from those opportunities and is best able to balance such opportunities with other funding needs. The perception of fairness among faculty is important to maintain. Dr. McCartney will begin forwarding conference and meeting opportunities to co-chairs; the issues will be tabled for further consideration.
5. **Community Service Day.** Discussion of the placement of Community Service Day (traditionally held in conjunction with the Zollicoffer Lecture) led to a request that a centralized process be developed for scheduling “special days” to ensure their smooth integration with curriculum priorities. A master list of all such days will be brought for review next CMPC. Dr. Dent requested input on speaker selection for both student research day and the Zollicoffer Lecture.
6. **Pharmacology integration.** Dr. Shaheen noted how smoothly the integration of pharmacology content in Years 1 and 2 was handled; it demonstrated that agility and capability of the present governance structure to effect curricular change.
7. **Student course evaluations.** . A final draft of the revised student course evaluation form was circulated for final approval.

It was moved, seconded, and unanimously approved that the revised Course Evaluation Form, which includes course-specific questions and administrative questions to gather quality data across several years, be used for all MS 1 and MS 2 courses beginning in July 06.

8. **AHRQ Proposal.** Dr. Hobgood requested CMPC support for a small, quick turnaround grant. 8 grants have been made available at \$300K for simulator-based research. The grant will support enhanced partnership with Duke and the UNC School of Nursing. The proposed study of low vs. high fidelity simulation will compare those students longitudinally as they move through curriculum; their performance on OSCEs will constitute additional measures that will become legible through B-Line. The study will build on a 3 hour team-based training module. Further connections with HAICC and the greater development of clinical reasoning strands through the 4-year curriculum are also indicated. Options to integrate this work with Block 11 and ICM were also discussed.

A motion to support the OED in submission of this grant application and subsequent enhancement of our relationship with the School of Nursing was seconded and approved unanimously.

9. **Longitudinal Clinical Advisor Committee.** Dr. Hobgood addressed the development of an idea of Drs. Yankaskas and Byerley to build a cohort of faculty to serve as advisors for students moving through the curriculum to provide targeted direction in their studies. Those faculty would be able to review student performance through B-Line data on OSCEs etc to get context for further clinical skills development needs. These faculty would collaborate with clerkship directors need to support content linked to clinical objectives finding its way into the clerkships; they would also participate in development of needed simulations and other curricular element. They would be provided additional faculty development, be expected to know the curriculum well, and be well grounded in competencies. Tuition moneys would be used to support the training up of faculty to build these cross-year clinical curriculum strands. Advisement responsibilities would stretch from the 2nd half of the 2nd year to the beginning of interviews at the start of the 4th year. Dr. Hobgood will prepare a written proposal to continue this discussion at next CMPC.
10. Article IV deferred to next meeting.