NOTES FROM THE CURRICULUM MANAGEMENT AND POLICY STEERING COMMITTEE MEETING

November 11, 2004 at 7:00 a.m. in 238 MacNider

Members Present/Absent: Dr. McCartney, Chair; Drs. Aleman, Chaney, Dent, Gwyther, Hobgood, Hoole, Ingersoll, Rao, Shaheen, Yankaskas; Jefferson, Lewis; Quintina Benson; Branson Page

1. Notes from the October 28 meeting were distributed for comment and corrections.
2. Preparation for LCME Consultation Visit November 17 & 18, 2004. Dr. McCartney has met with members of the consultation team (Drs. Barbara Barzansky and Robert Eaglen). She was told that the chair for our limited site visit in 2006 will be Dr. Ann Jobe, Dean at Mercer, formerly from ECU. The goal of the consultation visit is to clarify what the LCME expects and how to improve in areas where we were cited for partial or substantial non-compliance.
   1. Can CMPC effect changes? Is our curriculum governance structure effective, coordinated and well managed? CMPC has been able to effect change; however, these changes have been widely supported by faculty. Will CMPC and various aspects of the governance structure be able to effectively deliver negative feedback when necessary or implement approved changes when there may be resistance (e.g. obtaining from each clerkship a list of core mastery requirements; integrating Pharmacology into the second year blocks).
   2. Identify the numbers and types of patients that students must see on clerkships. This might be a list of basic skills a general physician must know or observe – students must not complete the clerkship or selective without doing, observing, recognizing these most basic skills, conditions and diagnoses (list of global mastery objectives). Ob/Gyn has created a model for listing and monitoring these objectives, and Pediatrics and Family Medicine clerkship directors have taken initial steps to develop models for their clerkships.
   3. Call Rooms. Most clerkships do not require medical students to be on call. Male students will be able to shower using the operating room facilities. There is also some discussion about medical students becoming part of night float teams with the residents.
   4. Mid-clerkship feedback. Dr. Hobgood will be instrumental in ensuring that each clerkship and selective develops a way to provided formative feedback within the design of the course.
   5. Cultural Sensitivity. Drs. Aleman and/or Pinheiro will be present at the CD 3/4 lunch meeting with the consultants.
   6. Student Mistreatment Policy – Drs. Hobgood and McCartney will join Dr. Dent and the consultants to discuss our policy, the results of the survey of students, and related issues.
   7. Assessment in the second year courses. Drs. Shaheen and Rao will present a spreadsheet indicating the multiple and varied assessments used in the second year courses, both mid course and final exam. Dr. McCartney proposed providing packets for Drs. Eaglen and Barzansky consisting of the revised organizational chart, vision statement, the schedule for the visit, the accreditation standards and descriptions, list of projects and activities indicating progress made to date to address problem areas. Drs. Shaheen and Rao will provide a spreadsheet listing midterm assessments currently implemented in each second year course. Dr. Dent will have hard copies of the student mistreatment policy and relevant links, as well as the IRB approved student mistreatment questionnaire and results. Dr. Chaney will provide a copy of the proposal for renovating the first year curriculum, and Dr. Shaheen suggested including the second year Manifesto.

3. Management of the Curriculum. Dr. McCartney asked CMPC members to introduce Dr. Cherri Hobgood to their constituents in her new roles of being responsible for managing the curriculum and directing OED. Dr. McCartney will now be able to focus on other aspects of managing the Offices of Medical Education such as fiscal, space and personnel issues and whether to increase the size of SOM enrollment and whether GME will become part of the Offices of Medical Education.

4. Next CMPC meeting will be November 18, 2004 in 133 MacNider. Other Upcoming Meetings:
   - CAB, Tuesday, November 16, 7:30-9:00 in 238 MacNider
   - CD2, Tuesday, November 16, 4:00-5:30 in 133 MacNider
   - LCME Consultation visit, November 18, all day.