NOTES FROM THE CURRICULUM MANAGEMENT AND POLICY STEERING COMMITTEE MEETING
August 11, 2005 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, Quintina Benson, Jeff Keyes, Kathy Sutton

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1. **Notes from the July 28, 2005** meeting were distributed for comment and corrections. It was clarified that the chair of the LCME limited site visit would be Ann Jobe, (Dean at Mercer College of Medicine).

2. Members were encouraged to complete **AAMC Annual Meeting registration** as soon as possible by letting Kathy Sutton know their intentions. She will handle funding, registration, and travel arrangements (carpooling is encouraged).

3. **Admissions data for Class of 2009** was distributed by Dr. Hoole. The diverse age, background, and preparation of the class were noted.

4. **Orientation:** Ms. Lewis and Dr. Dent reported this year’s emphasis on having matriculating students complete immunizations and other administrative requirements before registration. Dr. McCartney linked this expectation to the larger issue of expectations of professionalism among our students. The streamlined logistics of orientation this year were commended.

5. It was noted that **on-call rooms** have been moved to 4 East (the old OB/GYN, near Respiratory Care). There is room for 8 students, which is adequate since most clerkships do not require overnight stays.

6. **Upcoming Lectureships** were highlighted; it was recommended that these lectureships be publicized to students and Course Directors and that applications to specific courses be explored.

7. **NBME scores:** early reports indicate that many students have scored unusually high, subsequent to their participation in the first two years’ implementation of the new 2nd year curriculum. Average score for part 1 is now 226 for rising 3rd year students (national average 216); part 2 is also coming in high.

8. The **1st year grading policy** was discussed. It was agreed that the first year should be pass / fail, and that Chris Osmond would draft a version of the policy for circulation and approval.

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<thead>
<tr>
<th>Action Item</th>
<th>Who Will Do</th>
<th>Due Date</th>
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</thead>
<tbody>
<tr>
<td>Submit draft of 1st year grading policy</td>
<td>Chris Osmond</td>
<td>August 12</td>
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<tr>
<td>Complete AAMC Annual Meeting registration</td>
<td>All</td>
<td>ASAP</td>
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<tr>
<td>Submit Annual Curriculum Committee Reports to Dr. McCartney</td>
<td>Committee Co-Chairs</td>
<td>August 15</td>
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