In Attendance: Stephen Chaney, Alan Cross, Jake Achey, Marco Aleman, Bruce Alexander, Patty Braswell-Isler, Claudia Condrey, Joe Costello, Georgette Dent, James Evans, Michael Goy, Deborah Ingersoll, Eve Juliano, Cortilya Jones, Ed Kernick, James Lindsey, Ellen Roberts, Gwen Sancar, Karen Stone, Sandra Void

Introduction of Ms. Laura Handler (new medical librarian): Ms. Handler is responsible for teaching e-learning to first-year medical students. E-learning uses a student-focused approach to developing competency in information-seeking skills. It has been offered as a replacement for conventional large group lectures, providing an online tutorial and assessing student skills.

Introduction of new student representatives, Sophia Delpe and Obafunto Abimbola. The student representatives are a vital part of the curriculum committee, both representing the students and providing the faculty valuable insight.

Lecture Capture Demonstration: Electronic submission of approval forms was demonstrated. Faculty are encouraged to submit electronically.

Presentation and Discussion of Teaching Innovations (Highlighted for Each Block): Dr. Chaney reviewed each one-page course summary prepared for the Nov. 17th retreat and highlighted innovative teaching approaches from each course. A “First Year Report for Retreat” was created from this and was disseminated to course directors for discussion. After some discussion, changes were suggested. Dr. Chaney offered to make the necessary changes and then send the new version to the course directors for their edits. The document will be posted on the website once all edits have been made.