

**MINUTES of the CURRICULUM COMMITTEE MEETING**  
**March 5, 2007**

TOPIC	DISCUSSION	ACTION
Minutes	February 5, 2007	The minutes were approved as read.
Announcements	<p>Faculty Development Workshops:            Assessment Methods on March 13<sup>th</sup> 5:15 – 6:45PM - Dean's Small Conf Rm-L4            Negotiation Skills on March 27<sup>th</sup> 5:15 – 6:45PM - Dean's Small Conf Rm-L4            Michael Bleich from University of Kansas SOM is presenting a workshop 'Leadership &amp; Collaboration' March 5<sup>TH</sup> 5 -7:30pm in the CSC, Level 2-Rm 280            Note: next week is Daylight Savings Time            At the Retreat on February 10<sup>th</sup>, participants were divided into 4 groups for discussion. A copy of their summary will be sent to Dr. Mylona.</p>	
SubCommittee Report	<ol style="list-style-type: none"> <li>1. Directors of 1<sup>st</sup> &amp; 2<sup>nd</sup> Year Courses                      Thomas O'Riordan, MD            Minutes sent by e-mail. Committee working on competencies w/ Dr. Mylona.</li> <li>2. Directors of Clinical Courses                              Peter Halperin, MD            Minutes sent by e-mail. Committee working on revision of clerkship evaluation form (new template) Taking a survey on how clerkships evaluate final grade</li> <li>3. Objectives &amp; Assessment                                      Sidonie Morrison, PhD            Minutes sent by e-mail. Committee started working on re-evaluating, revising the Mission Statement and will report back.</li> <li>4. Systems Committee    Frederick Miller, MD            Minutes distributed and discussed at meeting. Some important issues mentioned were a discrepancy between competencies or quality of the course director in one Systems course. Small groups are not always feasible. At the Systems Committee Mtg a Motion was passed that Students will be able to view their answers in examination format with the correct answer indicated. This will be available to them for 48 hrs. This major change should be available for the next exam day on March 23<sup>rd</sup>. Material cannot be copied and any disputes regarding scoring must be submitted to the Student Rep, who in turn will submit to the Course Director within two days for adjudication. As for individual Systems course's this will be addressed.</li> </ol>	<p>Approved as read</p> <p>Approved as read</p> <p>Approved as read</p> <p>Approved as read</p> <p>Issue of exam results will be addressed at next 1<sup>st</sup> &amp; 2<sup>nd</sup> Yr CD's Mtg.</p>
Course Evaluations	<p>Course Name &amp; Director    Evaluators Names            Sub I Family Med – Dr. A Jaffe                                      Drs. E. Steinberg &amp; N. Schechter            This is a 4<sup>th</sup> Year Clerkship that only 1 or 2 students take at a given time consisting of mostly inpatient, some outpatient, clinical experience. They responded to the comments / suggestions stated on the last review 3 years ago. Student evaluation was excellent. Dr. Jaffe added that a new requirement for this course - an OSCE. Dr. Jaffe proposes having a required monthly sub-internship OSCE in which all Sub-I's can participate. This course is one of four Sub I's required. Dr. Williams thanked evaluators for their report.</p>	Report accepted.

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Faculty Development	ED 2 - Howard Sussman Dr. Sussman who is on the Steering Committee presented a PPT on Complying with ED-2. The LCME requires that the Medical Schools quantify the number of patients that clinicians see. New change: 6. Change to Standard on the criteria for the types of patients and clinical conditions encountered by students. Discussion followed. Three websites were mentioned that may be of interest, Design a Case with over 50 cases <a href="http://www.designacase.org/">http://www.designacase.org/</a> , CLIPP: Computer-assisted Learning in Pediatrics Program <a href="http://www.clippcases.org/">http://www.clippcases.org/</a> and APCO <a href="http://www.apcointl.org/">http://www.apcointl.org/</a>	
Old Business	1.	
New Business	1. Reappointment of Arnold Jaffe, PhD for 3 years (SUB I: Family Medicine) 2. SUB I's - Dr. Schiavone questioned if the requirement we have for SUB Is: Family Medicine course will also pertain to other SUB I's. It was stated that any department that wants to have their course listed as a SUB I should complete a new course proposal.	Unanimously Approved It was decided to revisit SUB'I's
Next Meeting	April 2, 2007	

Attendance: (\*ABSENT) \*Richard Bronson, \*Roger Cameron, \*Moises Eisenberg, Howard Fleit, Peter Halperin, Mary Kritzer, Frederick Miller, Tom O'Riordan, Paul Richman, Warren Rosenfeld, \*Sandy Simon, \*Joseph Sorrento, Howard Sussman, Peter Viccellio, Tamara Weiss, Peter Williams, \*Hugo Altamirano, \*Allan Miller, \*Piyapa Priditpan, \*Jennifer Ripton, Allen Kucine, Marilyn London, Sidonie Morrison, Elza Mylona, Frederick Schiavone, Roy Steigbigel, David Tompkins

Other: Heidi Campani, Jean D'Andraia, Arnold Jaffe,

Guests: