

**CURRICULUM COMMITTEE MEETING MINUTES:
August 25, 2014**

Members Present:

Dr. J. Graham	Dr. A. Diekman	Dr. J. Boyette
Dr. S Tariq	Dr. C. Smith	Dr. S. Boone
Dr. D. Gaddy	Dr. J. Spollen	
Dr. J. Gardner	Dr. D. Davies	
Dr. B Liggin	Dr. J. Hart	

Students:

Hamza Arshad, M2	Madison Spriggs, M4
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Guests:

Staff:

A. Booth	M. Hogue
C. Gass	

Time Called to Order: 4:04pm

Time Adjourned: 5:15pm

	DISCUSSION/RECOMMENDATION	ACTION
Approval of Minutes	Minutes for July 2014, approved unanimously by the committee	Informational
Report of the Chair	<p>LCME Standard ED33:</p> <ul style="list-style-type: none"> • Dr. Graham advised that the LCME had discussed standard ED33 at their monthly conference call. They had emphasized that this was the most important standard. They showed a graphic which Dr. Graham passed out which really well summarizes the importance of ED33, a jigsaw puzzle. A school can have wonderful standalone pieces, but if they don't fit together well, then the puzzle just doesn't work. <p>LCME update:</p> <ul style="list-style-type: none"> • Dr. Graham advised that documents have been sent to the reviewers • The reviewers will meet with NW Campus separately • The actual site visit is November 16th-19th. 	Informational

AGENDA/NAME	DISCUSSION/RECOMMENDATION	ACTION
Curriculum database search on cultural competence	<ul style="list-style-type: none"> • Dr. Graham reminded the committee the next area of focus they agreed to review was the LCME hot topic list. He reviewed ED 10 list in O2 database. The committee reviewed the search results received from the topics/keywords: cultural competence, culture, ethnicity, spirituality, racial, interpreter, translator, disparities. They discussed events they did not see listed as well as planned/unplanned redundancies. Dr. Graham advised the committee the importance of keywords in mapping O2 events. 	Informational
Subcommittee Reports		
Basic Science Committee	<ul style="list-style-type: none"> • The committee did not meet 08/2014 because of an exam. • The committee did report needing to look at schedule to see if there could be a week between remediation and new school year. 	Informational
Clinical Education	<ul style="list-style-type: none"> • Dr. Tariq advised they reviewed the Peds and Neurology Clerkships. • O2 will be used for all grades in M3 year. • 5 students failed Step 2 CS, the committee is working to consider means to better prepare students for CS, including a more robust CPX practice exam • Residency teaching videos are completed and all PGY1 residents will be required to watch videos, there will be central monitoring of compliance • Dr. Tariq advised she held a residency crash course which involved interviews, information on CVs, and more. There were 92 students present and 22 faculty. She reported having good feedback from the students. 	Informational
Q/I Committee	<ul style="list-style-type: none"> • The Q/I reported meeting and discussing the POM1 evaluation. The committee began discussing and reviewing M2C but it is not completed. 	Informational

CYC	<ul style="list-style-type: none"> • The committee reported reviewing the 3rd year to find space for electives. They discussed possibly making primary care an elective. 	Informational
NW Campus	<ul style="list-style-type: none"> • Dr. Smith reported everything is going well at the NW campus. • So far there are about 18 M2s interested in NW Campus. • The M1 list for 2016 will open next week. • The annual report is complete and will be presented to the committee very soon. 	Informational

Attachments: Agenda, Attendance, Search for Cultural Competency

Next Meeting: September 22, 2014