

**UPSOM Curriculum Committee
Minutes of the 476th Meeting
March 20, 2023**

Jason Rosenstock, MD, Chair
Bill Yates, PhD, Vice-Chair

Business of the Curriculum Committee on March 20, 2023

Motion	Vote Tally	Approved?
Approval of Minutes from the March 6 meeting	15 Yes, 0 No	YES
Approval of Assessment Subcommittee Mandate	15 Yes, 0 No	YES
Approval of six policy revisions: Academic Integrity, Completion of Course Evaluations, Absence/Attendance policies, as discussed	13 Yes, 0 No	YES

Voting Members Present: A. Brown, MD; A. McCormick, MD, FAAP; A. Doshi, MD; B. Yates, PhD; B. O'Donnell, MD; J. Waxman, MD, PhD; J. Rosenstock, MD; L. Stumpp, MS2; M. Schmidt, PhD; O. Torres, MD, MS; P. Drain, PhD; R. Schuchert, MD; R. Maier, MD, MA; S. Herrle, MD, MS; S. Truschel, PhD; T. Bui, MD

Ex-Officio Members Present: A. Gonzaga, MD, MS; B. Piraino, MD; C. Pettigrew, EdD; C. Lance-Jones, PhD; E. Ufomata, MD, MS; L. Borghesi, PhD; R. Buranosky, MD, MPH

Invited Colleagues and Guests: A. Clark, MD; A. Shoukry, MD; A. Young, MLIS; A. Kohli, MD; B. McIvor, MD, FASA; E. Reis, MD; G. Perez, MD; G. Cooper, MD, PhD; G. Null, MA; H. Cheng, MD, MPH, MS; J. Chang, MD; J. Suyama, MD, FACEP; J. Maier, PhD, MD; K. Scott, MA; K. Maietta, MPPM; K. Critelli, MD; L. Shutter, MD, FNCS, FCCM; M. Elnicki, MD; M. Sergeant, MPH; O. Dosunmu-Ogunbi, MS4; P. Workman, MD; R. Van Deusen, MD, MS; R. Peterson, MD; S. Khan, PhD; S. Templer, DO, FACP, FIDSA; V. Tas, MD, FAAP; W. Mars, PhD; W. Walker, PhD

All members and guests remotely participated.

Dr. Rosenstock opened the meeting at 4:00pm.

A motion to approve the minutes of the 475th meeting of the Curriculum Committee was brought before the Curriculum Committee. The minutes were APPROVED.

Standing Subcommittees

CCES: CCES continue to meet weekly. Discussions included ROMS projects, school policies, integrated studies course, and faculty selection.

CCQI: In preparation for the next meeting, CCQI will review the School Survey data from all four years of medical students. Step 1 and Step 2CK results will also be reviewed at the next meeting.

Social Medicine/DEI Report: Feb Challenge ended with 57 faculty completed the post-survey. Lessons learned from this year will be implemented into next year's offering. The website will remain so anyone can continue to interact with the content.

Curriculum Reform Task Force: Final presentation from Curriculum Reform Task Force will be at the Curriculum Committee on April 3. The full Committee will vote on the Task Force recommendations on

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April 17. Phase 4 will begin after the vote. Dr. Rosenstock asked for leads and members to join four more working groups: Elective Credit System, Diagnostics, Professional Enrichment and Preclerkship Weeks. The Clinical Assessment working group will be run through the Clerkship Director meetings. Integrated Life Sciences working group will be postponed until Fall 2023. If you have an interest, email rosenstockjb@upmc.edu.

Content Change

None.

Curriculum Committee Membership

Dr. Rosenstock led discussion on the make-up and structure of the Curriculum Committee. Two members have volunteered to leave the Curriculum Committee at the end of the academic year: Aaron Brown and Laurie Knepper. Dr. Rosenstock thanked them for all of their work over the past years. Two members will also be moved to Ex Officio status due to their position as administrators: Lisa Borghesi and Eloho Ufomata. This will allow for new members by election later this year.

Match Day

Dr. Gonzaga reported results of the 2023 Match. Ninety-five percent of students matched prior to the Supplemental Offer and Acceptance Program (SOAP), and 99% after SOAP. This was a wonderful showing for the Class of 2023.

Assessment Subcommittee Mandate

Dr. Rosenstock led a discussion on the mandate, and included make-up of subcommittee, use of consultants, additional activities including faculty development, remediation, and collaboration with CCQI and program evaluation. Weekly meetings may be necessary. A major initial focus will be on Foundations segment.

A motion to approve the Assessment Subcommittee mandate was brought before the Curriculum Committee. The mandate was APPROVED.

Policy Revisions

Dr. Rosenstock presented three policy revisions from Curriculum Reform's Policy Working Group.

Academic Integrity policy was created from scratch, and was driven by University of Pittsburgh policy. School of Medicine policy will include part where sources (including using AI) must be cited or it will be considered plagiarism. The policy included faculty as well.

Completion of Course Evaluations policy by students was reviewed. Sampling approach to be added to the procedure. Discussion included overall evaluation of courses and the importance of evaluations as both course and professionalism outcome.

Absence and Attendance policy was reviewed, with an emphasis on changes, definitions, and notification. Discussion included COVID absences and flex day use in clerkships.

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A motion to approve three policy revisions (Academic Integrity, Completion of Course Evaluations, and Absence and Attendance) was brought before the Curriculum Committee. The policy revisions were APPROVED.

The next Curriculum Committee meeting is April 3 at 4pm. Dr. Rosenstock closed the meeting at 4:56pm.

Respectfully submitted, Greg Null, recording secretary. Approved by Jason Rosenstock, MD.