

**UPSOM Curriculum Committee
Minutes of the 482nd Meeting
July 17, 2023**

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

Business of the Curriculum Committee on July 17, 2023

Motion	Vote Tally	Approved?
Approval of Minutes from the June 6 meeting	10 Yes, 0 No	YES
Approval of 3RC Course Approval Task Force	12 Yes, 0 No	YES
Approval of Academic Remediation Policy	11 Yes, 0 No	YES
Approval of Test Punctuality Policy	TABLED	--
Approval of Transportation to Sites Policy	10 Yes, 0 No	YES
Approval of Change of Site Assignment Policy	TABLED	--
Approval of Foundations in Medicine Block Report	10 Yes, 0 No	YES
Emailed Vote: Approval of 3RC Course Approval Task Force Leadership: Drs. Heather Hohmann and Scott Herrle	17 Yes, 0 No	YES

Voting Members Present: A. Sasaki, MS4; A. McCormick, MD, FAAP; B. O'Donnell, MD; C. Yanta, MD; H. Hohmann, MD; J. Rosenstock, MD; L. Carlson, MS2; M. Schmidt, PhD; P. Drain, PhD; R. Schuchert, MD; R. Maier, MD, MA; S. Herrle, MD, MS; S. Truschel, PhD; T. Bui, MD; V. Agarwal, MD

Ex-Officio Members Present: A. Thompson, MD, MHCPM; B. Piraino, MD; E. Ufomata, MD, MS; L. Borghesi, PhD; R. Buranosky, MD, MPH

Invited Colleagues and Guests: A. Clark, MD; A. Young, MLIS; A. Kohli, MD; B. Abramovitz, DO, FASN; C. Lance-Jones, PhD; E. Reis, MD; G. Null, MA; H. Cheng, MD, MPH, MS; J. Alexander; J. Maier, PhD, MD; K. Scott, MA; K. Maietta, MPPM; M. Ramkumar, MD; P. Workman, MD; R. Van Deusen, MD, MS; R. Powers, PhD; R. Peterson, MD; S. Khan, PhD; S. Pandya, MS2; S. Templar, DO, FACP, FIDSA; U. Ndoh, MBA

All members and guests remotely participated.

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

A motion to approve the minutes of the 481st meeting of the Curriculum Committee was brought before the Curriculum Committee. The minutes were APPROVED.

Standing Subcommittees

CCES: A new CCES faculty-at large member is needed. CCES meets each week on Wednesday from 9-10:30am. An overview of the position were identified. Interested faculty are encouraged to contact Dr. Rosenstock.

CCQI: CCQI is preparing to begin its academic year in August. Grade turnaround monitoring procedures and new program evaluation systems were introduced and will be discussed at the CCQI meeting on Monday, August 7.

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Social Medicine/DEI Report: Dr. Bui reported a need for a Racism in Medicine lead in the new curriculum; this content area has been renamed Antiracism and Health Equity Solutions (AHES). Neighborhood visit is planned for August 2 for the MS1 students.

Content Change Requests

Dr. Rosenstock reviewed a proposal for a 3RC Course Approval Task Force. Options for curricular oversight were identified. The task force mandate was reviewed and would include faculty, staff, and students. This task force would approve new curriculum content for the Curriculum Committee. Task Force would regularly report back to full Curriculum Committee. A faculty leader will be needed; that person must be a Curriculum Committee member.

A motion to approve the 3RC Course Approval Task Force was brought before the Curriculum Committee. The Task Force was APPROVED. We will work to identify members and leads prior to the next meeting.

Policy on Transportation to Clinical Sites

Dr. Borghesi reviewed the policy and identified the expansion of policy to all medical students, with a request to edit the title that reflects the variety of sites beyond just clinical sites. Discussion included interface between transportation and alternative assignment policies and medical student input and responsibility.

A motion to approve the policy on transportation to clinical sites was brought before the Curriculum Committee. The policy was APPROVED.

Policy on Requesting an Alternate Clinical Site

Dr. Borghesi reviewed the changes to existing policy, with an emphasis on notification and timeframes for request. A section for pre-clerkship students was also added. Possible solutions prior to reassignment, such as Joan Harvey emergency fund and carpooling, were emphasized.

A motion to approve the policy on requesting an alternate clinical site was brought before the Curriculum Committee. The policy was APPROVED.

Policy on Punctuality of Assessments

Dr. Borghesi reviewed this new policy where standards are set for Friday assessments as a matter of professionalism. Students will be considered late any time after the scheduled start time. The policy detailed standards for in-house proctored assessments and Objective Structured Clinical Exams. For in-house exams, the students will be allowed to begin the exam, but it will end at the same time as

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everyone else. For OSCEs, a late student will begin in the next rotation, but will miss credit where activities are missed. Failures will result in entering the remediation cycle.

A discussion with the Standardized Patient Program will occur prior to a vote. The policy proposal is TABLED.

Policy on Academic Remediation (Foundation segment)

Dr. Borghesi reviewed changes made to the original policy proposal. Changes made included the addition of Patient-Centered Care block and Other Courses (including Community Alliance Program, etc.). Students must pass all three summative assessments in Keystone Fundamentals, with a deadline for remediation completion by the end of January. Spring Organ Systems courses must be remediated by the end of July. Fall Organ Systems courses remediation must be successful prior to Preclerkship course. 'Other Courses' will share the same deadlines as Keystone Fundamentals and Organ Systems.

Grading threshold standards and Committee on Student Promotions procedures were reviewed.

Discussion included clarity in language on unsatisfactory exams and promotions, a comparison on this policy and the policy used for the Legacy curriculum, and procedure for post-remediation documentation.

The policy proposal is TABLED pending a review of the process.

Foundations of Medicine Block Report

Dr. Lance-Jones reviewed the final year of the Foundations of Medicine Block. The presentation began with a review of the individual seven courses, teaching formats, and assessments. A review of medical student evaluations over a five year span were presented. Improvements made included a concerted effort to make expectations and Step 1 relevancy clearer, increase in clinical relevance and social justice within the courses, creation of fixed passing thresholds and policy that students must pass each course and not just the block. Grade distribution and threshold outcomes were reviewed.

Dr. Schmidt discussed planned innovations within the Foundations segment of Three Rivers Curriculum. Within the new curriculum, lectures are eliminated and will include case-based with integrated sciences and active learning in small and large groups.

Rising MS2 Luke Carlson gave a student response that included required attendance and gratitude.

A motion to approve the FOM Block Report was brought before the Curriculum Committee. The Block Report was APPROVED.

3RC Course Approval Task Force Leadership

The 3RC Course Approval Task Force will oversee approval of all Three Rivers Curriculum courses. On July 26, 2023, Curriculum Committee members were emailed two nominated co-leads for this Task Force: Scott Herrle, MD, MS and Heather Hohmann, MD with a request to vote by email. The

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emailed motion to approve these faculty leads was tabulated on August 1, 2023. Both co-leads were APPROVED on that date.

The next Curriculum Committee meeting is August 7 at 4pm. Dr. Rosenstock closed the meeting at 5:30pm.

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