

**UPSOM Curriculum Committee
Minutes of the 483rd Meeting
August 7, 2023**

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

Business of the Curriculum Committee on August 7, 2023

Motion	Vote Tally	Approved?
Approval of Minutes from the July 17 meeting	10 Yes, 0 No	YES
Approval of Rani Schuchert, MD as CCES Faculty-at-large	11 Yes, 0 No	YES
Approval of Policy on Punctuality for Assessments	14 Yes, 0 No	YES

Voting Members Present: A. McCormick, MD, FAAP; B. Yates, PhD; ; B. O'Donnell, MD; C. Yanta, MD; H. Hohmann, MD; J. Waxman, MD, PhD; J. Rosenstock, MD; M. DeFrances, MD, PhD; M. Schmidt, PhD; P. Drain, PhD; R. Schuchert, MD; T. Bui, MD; V. Agarwal, MD

Ex-Officio Members Present: A. Gonzaga, MD, MS; B. Piraino, MD; C. Pettigrew, EeD; L. Borghesi, PhD; R. Buranosky, MD, MPH

Invited Colleagues and Guests: A. Brown, MD; A. Clark, MD; A. Clark, MD; A. Serra, MD, MPH; A. Young, MLIS; G. Perez, MD; G. Cooper, PhD; G. Null, MA; H. Cheng, MD, MPH, MS; J. Alexander; J. Szymusiak, MD, MS; K. Senko, Ed. D., APTD; K. Maietta, MPPM; L. Amaranatha, MD; M. McDowell, MD; M. Sergeant, MPH; N. Agarwal, MD; R. Alkawadri, MD; R. Arnold, MD; R. Powers, PhD; R. Peterson, MD; 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 482nd meeting of the Curriculum Committee was brought before the Curriculum Committee. The minutes were APPROVED.

Standing Subcommittees

CCES: CCES reviewed and edited school policies, mapped re-entry for MSTP students coming off of leave of absence during COVID, and finalized the nomination of CCES Faculty-at-Large. CCES also reviewed student representative terms in the new curriculum, considering changes to accommodate the new calendar.

A motion to approve Rani Schuchert, MD as Faculty-at-Large member of CCES was brought to the Curriculum Committee. Dr. Schuchert was APPROVED.

CCQI: CCQI will complete the Whole Curriculum Review on October 2. This is an LCME requirement and will cover five areas: Preclerkship/Foundations, Clerkships, Bridges to Residency, Student Experience, and Curricular Organization. CCQI will lead the compilation of data that will be distributed to the Curriculum Committee in mid-September. The October 2 meeting will be an opportunity to discuss our outcomes and make solid plans for improvement.

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Social Medicine/DEI Report: Dr. McCormick gave an update on Community Alliance Program (CAP) retreat held in the past week, where 23 community partners toured the school, met medical students, and worked on activities focusing on value of the medical school and community partnerships. Neighborhood visits were also successful during Orientation for the first year students.

Research on Medical Students (ROMS) Subcommittee: Dr. Yates gave an overview of the ROMS approval process, role of IRB between University of Pittsburgh and UPMC, and tips to aim for expedited approvals. Faculty are reminded that any study with a Medical Student target must be submitted to the ROMS subcommittee. Send byates@pitt.edu a brief summary of study, demographics to be collected, recruitment strategy, and survey. Researchers should expect comments in 1-2 weeks. ROMS does not approve or circulate studies from other institutions unless there is a local faculty member involved.

Content Change Requests

None.

Policy Approval: Punctuality for Assessments

Dr. Borghesi reviewed a revised Punctuality for Assessments draft. This policy will cover proctored, in-house exams, standardized summative exams (such as the NBME content exams), and standardized patient assessments. Revisions included a 15-minute grace period for NBME content exams, where a student will be allowed to begin the exam if they begin the exam within 15 minutes of the full start. In the OSCE space, students will be required to reschedule single-station assessments if late. For multi-station exams, a student more than 10 minutes late will skip the first station and will lose the points for that station.

Discussion included academic consequences for tardy clerkship examinees. A link to the policies on professionalism and absences, respectively, were presented.

A motion to approve the Policy on Punctuality for Assessments of the Curriculum Committee was brought before the Curriculum Committee. The policy was APPROVED.

3RC Implementation Update

Dr. Rosenstock gave an update on the implementation of the Three Rivers Curriculum. Faculty educators were on-boarded and continue to learn the nuances of the new curriculum. Space continues to be an issue, due to the renovation of the central area of Alan Magee Scaife Hall. Generally second-year students will mostly use the fifth floor small group rooms, while the first-year students will mostly use the West Wing, but changes may be needed. Elentra, the learning management system, is up, running, and available to faculty, staff, and students.

Mapping the curriculum continues and a keyword list has been approved, helping with monitoring and tracking of the curriculum. Assessment review and building processes are underway in preparation for the first formative assessment on August 18. Flex Weeks are being built and the process is coming into view. The first Flex Week begins September 5.

Clerkships and Bridges work also continues as preparations are made for the inaugural class, post-Preclerkship Week. Student advisors in Phase 4 have been involved in reviewing courses, policies,

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and acting as a sounding board from the student perspective. Patients are needed for longitudinal alliance program.

Work continues as the class moves through the curriculum. Please reach out with any questions or concerns.

The next Curriculum Committee meeting is August 21 at 4pm. Dr. Rosenstock closed the meeting at 5:10pm.

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