

**UPSOM Curriculum Committee
Minutes of the 521st Meeting
June 16, 2025**

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

Business of the Curriculum Committee on June 16, 2025

Motion	Vote Tally	Approved?
Approval of Meeting Minutes from 6/02	6 Yes, 0 No	YES
Approval of Content Change Requests for Hematology	10 Yes, 0 No	YES
Approval of Policy on Site Assignment and Transportation	12 Yes, 0 No	YES
Approval of Curriculum Committee Procedures	13 Yes, 0 No	YES
Approval of Subcommittee Charter Revisions	12 Yes, 0 No	YES
Approval of Public Voting within the Curriculum Committee (e-vote)	10 Yes, 7 No	YES

Voting Members Present: A. Liu, MS2; A. McCormick, MD, FAAP; B. Yates, PhD; C. Yanta, MD; E. Egbert, MS2; H. Sukumvanich, MD; J. Rosenstock, MD; M. DeFrances, MD, PhD; M. Schmidt, PhD; O. Torres, MD, MS; P. Drain, PhD; R. Schuchert, MD; R. Maier, MD, MA; S. Truschel, PhD; V. Agarwal, MD

Ex-Officio Non-Voting Members: A. Hyderi, MD, MPH; B. Piraino, MD; C. Pettigrew, EdD; L. Borghesi, PhD; R. Buranosky, MD, MPH; R. Steinman, MD, PhD

Invited Colleagues and Guests: A. Serra, MD, MPH; A. Young, MLIS; A. Casagrande, MD; C. Pacella, MD; C. Newman; E. Reis, MD; G. Perez, MD; G. Null, MA; J. Maier, PhD, MD; J. Szymusiak, MD, MS; J. Suyama, MD; K. Senko, EdD; K. Maietta, MPPM; M. Sergeant, MPH, MSL; P. Volpe, MD; R. Peterson, MD; S. Iyer, MD; S. Templer, DO, FACP, FIDSA; T. Bui, MD

Members participated virtually and in-person.

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

Curriculum Committee members voted to APPROVE meeting minutes from 6/02.

Curriculum Committee Update

The committee revisited the prior vote on anonymous versus public voting. Out of 17 votes, 10 favored keeping public voting, and 7 preferred switching to anonymous, indicating a close split. The decision was made to maintain public voting in respect of the majority. Student representatives emphasized the importance of transparency to ensure faculty are aware of student perspectives.

Whole Curriculum Review Update

Dr. Rosenstock gave a brief update on the curriculum work plan:

1. **Step 1 Root Cause Analysis** – Scheduled for July 7, led by Drs. Borghesi, Templer, and Gonzaga, focusing on performance factors and improvement efforts.
2. **Required Clinical Experiences** – Under review by course directors and Dr. Buranosky, aligned with clerkship learning objectives; expected by December.
3. **Site Comparability** – Noted as a task for Dr. Buranosky's subcommittee.
4. **Curriculum Mapping** – Ongoing work by Michelle and Katie.

Content Change Request:
Hematology

Dr. Lisa Borghesi proposed moving two clinically oriented hematology topics—clinical assessment of anemias and bleeding/coagulation disorders—from the Keystone Fundamentals course (MS1) to the Oncology course (MS2). The change is supported by all relevant course and block directors.

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Rationale:

- Students have requested more hematology content in Oncology to align with common third-party resources (e.g., UWorld, First Aid).
- These clinical topics are better suited for students with more experience.

What stays in Keystone:

- Core hematology concepts like heme synthesis, hemoglobin, oxygen transport, coagulation cascade, and blood counts remain.
- The initial anemia and coagulation content will still be introduced, with deeper clinical applications deferred to Oncology.

Dr. Schmidt confirmed the retained topics will be addressed through specific Keystone cases (e.g., Cases 4 and 9), and the rebalancing has been planned to fit within existing course structures.

Curriculum Committee members voted to APPROVE the Hematology content change request.

**Policy on Site Assignment and
Transportation**

Dr. Rosenstock presented a new combined policy, consolidating two existing ones on site assignment and transportation, aiming to streamline processes and meet regulatory standards. Key goals included ensuring transparency in site selection, equitable access, and timely communication.

Highlights of the policy update:

- Students will receive site info at least one month prior to a clerkship and must rank preferences within a week.
- Assignments will be made without factoring in car ownership, to avoid inequities; if multiple students prefer the same site, assignment is random.
- Students will receive final site placements at least two weeks in advance to plan logistics (travel, parking, childcare, etc.).
- Students may request an alternate site, but changes are only guaranteed in limited situations (e.g., known conflict with a faculty member).
- Transportation remains the student's responsibility, including costs and arrangements.
- The policy emphasizes fairness, discouraging soliciting info about car access during ranking but allows students to volunteer that information.

Concerns raised:

- Not all sites are accessible by public transit.
- Some faculty worry the policy may unintentionally disadvantage students who were promised no car would be needed.
- Questions arose about the timing of implementation, especially for current third-years, and whether this messaging contradicts prior recruitment materials.
- Financial burdens and recent federal loan cap announcements were flagged as equity issues.
- Final consensus leaned toward implementing the policy starting in February 2026, piloting aspects sooner to troubleshoot issues.

Curriculum Committee members voted to APPROVE the Policy on Site Assignment and Transportation.

Curriculum Committee Procedures

Curriculum Committee members reviewed a new procedures document developed in response to recent charter changes.

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Highlights:

- Meetings are hybrid, twice monthly, and open to the Pitt Med community.
- Agenda is set by the Chair, but any member can raise new business or speak.
- Minutes are public, with some sensitive documents restricted to members.
- Voting rules include the option to table a vote once (to the next meeting or electronically); electronic voting allows a 3-day discussion and 24-hour vote window.
- Members are expected to attend, participate, and join subcommittees.
- An advisory board helps set the agenda and address committee operations.

Curriculum Committee members voted to APPROVE the Curriculum Committee procedures.

Subcommittee Charter Revisions

The committee reviewed updates to subcommittee charters following changes to the overall committee charter. Revisions aim to improve consistency and alignment across the three phase subcommittees and the assessment subcommittee.

Key points:

- Subcommittee membership follows 3-year terms.
- Chairs are elected, as outlined in the main charter.
- All subcommittees must meet at least monthly and take minutes.
- Efforts are being made to ensure better coordination, especially by having phase subcommittee members also serve on the assessment subcommittee.

Curriculum Committee members voted to APPROVE the Subcommittee Charter Revisions.

Bridges Phase Oversight

The committee discussed a leadership change for the Bridges Phase Subcommittee to improve focus and workload distribution. Dr. Raquel Buranosky previously chaired both the Clerkship and Bridges subcommittees. Dr. Eloho Ufomata will now lead the Bridges Subcommittee, while Dr. Buranosky maintains overall clinical oversight and remains involved. Dr. Ufomata will continue her other roles, including equity and justice work. The change aligns with the already-approved charter, so no new vote is needed. Leadership emphasized that this restructure would improve coordination, role clarity, and operational effectiveness across the clinical education arc.

The next meeting is on Monday, July 7th at 4PM. Dr. Rosenstock closed the meeting at 5:00PM.

Respectfully submitted by Michelle Sergent, recording secretary.