

**UPSOM CURRICULUM COMMITTEE
MEETING MINUTES
JUNE 17, 2019**

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

Members present: Vikas Argawal, MD, Thuy Bui, MD, Marie DeFrances, MD, PhD, Donald DeFranco, PhD, Ankur Doshi, MD, Areeg El-Gharbawy, MD, Giselle Hamad, MD, Joan Harvey, MD, Scott Herrle, MD, MS, Cynthia Lance-Jones, PhD, Robin Maier, MD, Melissa McNeil, MD, Michelle Nanni, MS1, Brigid O'Donnell, MD, Jonathan Perkins, MS1, Chenits Pettigrew, PhD, Martin Schmidt, PhD, Edward Sim, MS1, Eloho Ufomata, MD, Jake Waxman, MD, PhD, Claire Yanta, MD, Michelle Zhang, MS1

Invited Colleagues: John Maier, MD, PhD, Lisa Borghesi, PhD, Reed Van Deusen, MD, Evelyn Reis, MD, Mike Elnicki, MD, Kathy Scott, MA, Ayanna Garland, MS2, Evelyn Reis, MD, Katie Maietta, Rose Turner, MLIS

Next meeting: Monday, July 15, 2019; 4:00--5:30

Jason Rosenstock, MD, UPSOM Curriculum Committee Chair convened the meeting at 4:00 PM. This was the 403rd meeting of the Standing Curriculum Committee since its first meeting on November 26, 1991.

NEW BUSINESS – PROCESS: REMOTE ACCESS OPTION

Dr. Rosenstock solicited the group for their input in offering remote access to the Curriculum Committee meetings. This option would allow access to live meetings for faculty located outside the Oakland area or faculty unable to otherwise physically attend a meeting. The interest was positive. Dr. Rosenstock will pilot the feature at a later date.

NEW BUSINESS – SUBCOMMITTEES (REPORTS AND MANDATES)

The following documents were distributed, reviewed and proposed for a vote.

Curriculum Committee Subcommittees: Membership Assignment Procedures

The Curriculum Committee members voted unanimously to approve the Membership Assignment Procedures.

Curriculum Committee Executive Subcommittee – Mandate

The Curriculum Committee members voted unanimously to approve the CCES Mandate. It was agreed that oral updates of the CCES meetings would be provided during Curriculum Committee meetings. Written minutes of the other subcommittee meetings and Curriculum Committee meetings would be made available via the OMED website or a SharePoint site. CC members only would have access to the subcommittee meeting minutes and public access to the Curriculum Committee meeting minutes.

Course Evaluation Subcommittee – Mandate

The Curriculum Committee members voted unanimously to approve the Course Evaluation Subcommittee Mandate with the following changes. Item #2 under the “Activities” section should be changed from “meet as a group twice yearly” to “meet as a group as needed”. There should be an annual reporting of the subcommittee. The Course Evaluation Subcommittee should be renamed MS1 and MS2 Course Evaluation Subcommittee.

Clerkship Directors Subcommittee – Mandate

The Curriculum Committee members voted unanimously to approve the Course Directors Subcommittee Mandate with the following changes. Include outcome measures (PAIR, etc.) reporting through Evelyn

Reis, MD, on a regular basis. Dr. DeFrances volunteered to fill the role of a Curriculum Committee member who does not hold an administrative role in clerkship education.

Resource Subcommittee – Mandate

It was decided by the Curriculum Committee group that this mandate needs further review and should be tabled at this time.

CCQI Report

With the departure of Dr. John Mahoney, who served as Chair of the CCQI Committee, Dr. Rosenstock has proposed that Dr. Allison Serra be appointed as the new faculty Chair of the CCQI. Dr. Serra is currently a member of the committee and has agreed to take on the leadership role. Dr. Serra is an Assistant Professor of OBGYN, Maternal-Fetal Medicine. The Curriculum Committee voted unanimously to appoint Dr. Serra as Chair of the CCQI Committee.

NEW BUSINESS – MS1 CLASS REPORT

The MS1 Curriculum Committee student representatives, Michelle Nanni, Jonathan Perkins, Eddy Sim and Michelle Zhang presented an MS1 End-of-Year Report. A review of the past year showed that students were satisfied with their decision to attend PittMed. Highlights included their appreciation for course changes and responsiveness to feedback. First year students prefer standardization across the curriculum with a request for a reduction in the number of guest lecturers, a systematic way for medications to be covered in all courses in the curriculum, and mapping future concepts to the current lecture. USMLE Step 1 coverage through resource review, class organization and NBME exam supplementation continues to be an ongoing issue among the students. Student propose integration of 3rd party Step 1 focused resources by course directors into the curriculum and more board-style exams/NBME practice. The report also showed students would like to see more coverage/integration of pertinent social issues in the curriculum.

The meeting adjourned at 5:45 p.m. **All reports presented were received for filing.**

Respectfully submitted by,
Betsy Nero, Recording Secretary

Approved by:

Jason Rosenstock, MD, Chair Curriculum Committee