



# Curriculum Oversight Subcommittee Minutes

Thursday, November 23<sup>rd</sup> 2021

1:00 p.m.

Webex

Attendees: Alison Haynes, Brian Kerr, David Stokes.

| Topic  | Details  | Action Items and person responsible  |
|--|--|--|
| Introduction and Welcome   |  |  |
| Agenda review<br>- Review for Conflict of Interest<br>- Confirmation of Agenda | No conflicts<br>No additions to the agenda   |  |
| Review and approval of prior minutes and action items                          | Minutes approved   |  |
| Matters Arising from the Minutes   | <ol style="list-style-type: none"> <li>1. David will follow up on Phase 2 Anatomy objectives as the next Phase 2 build begins in October</li> <li>2. Brian to follow up with Dr. Adey regarding any policies (or changes to policy) or accreditation standards regarding scheduling hours</li> <li>3. Brian will initiate process of CDCs and UCLs meeting early 2022</li> </ol> | <ol style="list-style-type: none"> <li>1. This is complete.</li> <li>2. Brian to follow up with Dr. Hearn in early 2022</li> <li>3. Brian will initiate in early 2022</li> </ol> |
| 1. Phase 1 Curriculum  | Reviewed the latest QI feedback from the Phase 1 class. Discussed following up with  | COS Follow up with Steve Shorlin to potentially  |

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|                       | <p>Steve Shorlin (Fac Dev) to look at highlighting effective teaching methods. Potentially offer sessions with CME credits. Biostatistics feedback remains a concern. Students struggling Anatomy labs, Dr. Andronowski is already looking into ways to remedy the issues.</p> <p>No Curriculum Change Requests to review.</p> <p>It was noted that we will be looking for a new Phase lead by the fall.</p> | <p>prepare materials/sessions for the next academic year. Follow up with Dr. Wilson regarding Biostatistics a head of the next academic year.</p>   |
| 2. Phase 2 Curriculum | <p>Curriculum Change Requests reviewed:</p> <ul style="list-style-type: none"> <li>* Minor objective changes approved and updated in track sheet.</li> <li>* Major change moved to Phase 2 Management Team for Approval.</li> </ul> <p>Discussed the issues regarding the Anatomy Lab Exams - concerns regarding scheduling and number of assessments. This is being discussed at SAS and UGMS</p>           | <p>Alison: Inform faculty of approval. David: Update in CBlue.<br/>Alison: Send major change to Phase 2 Management Team</p> <p>Alison: report back to COS regarding decisions from SAS and UGMS</p> |
| 3. Phase 3 Curriculum | No Curriculum Change Requests to review.   |   |
| 4. Phase 4 Curriculum | Nothing new to discuss.  |   |

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| 5. Faculty Information   | The UGME Teaching overview document to be distributed in the new year. | Alison: Contact the Dean's Office and UGME (Vivian) to distribute. |
| 6. Accreditation Updates | The mock accreditation is scheduled for Dec 7 and 8, 2021.             |  |
| 7. New Business          | No new business to discuss.  |  |
| 8. Next Meeting          | Next meeting December 21 <sup>st</sup> , 1PM                           |  |