



**Curriculum Committee  
Meeting Minutes  
August 2, 2016**

**Voting Members in Attendance**

Fay Towell  
Andrew Buhr  
Renee LeClair, PhD  
Sergio Arce, PhD, MD  
Matt Tucker, PhD  
Jennifer Trilk, PhD  
JeanMarc Ault-Riche

**Non-Voting Members in Attendance**

Kirk Baston, MD  
Rich Goodwin, PhD  
  
Hunter Matthews  
Richard Hodinka, PhD  
Rob Morgan, MD

**Others in Attendance**

Anne Green Buckner  
Mendy Ingiaimo  
April Osteen  
Andrew Binks, PhD

**I. Minutes from 7/5/2016**

The minutes from the July meeting were reviewed by the committee. A motion was made and seconded to approve the minutes; all in favor approved.

**II. Releasing of Grades to Students**

Dr. Bill Wright provided the Committee with a review of the statement provided to the LCME in reference to our policy on releasing grades to students. There is a policy with the LCME that indicates that USC SOM G will release grades within 48 hours to our students. We are balancing getting grades to students quickly and also getting appropriate feedback on evaluations.

A question was raised on how valid a 100 percent respondent rate is, and if it is necessary when the M2 class has such poor attendance. It was also mentioned that in a lecture-based system it does not matter whether a student attends class physically.

The M2 student representative explained that he does not believe 100 percent is realistic. Dr. Baston explained that when the students become doctors, they will not receive CME credit unless they complete the required evaluations after the sessions. It was also pointed out the M3 students are required to provide feedback after each rotation before a grade is submitted. And, it was pointed out that evaluations were modified for this year in an effort to improve the length. We did modify the evaluations to try and get the students to do them. It was determined that this academic year, the school will release grades within 48 hours of the exam ending, but also ask for and expect 100 percent in participation.

**III. MBB EOM Report**

Dr. Tucker provided the committee with a review of his MBB EOM report, along with plans for this academic year for his module. A committee received and accepted the EOM report.

**IV. SF1 EOM Report**

Dr. Goodwin reviewed the EOM report for SF1, and explained the changes they will work on this upcoming year. There is always areas to improve in the structuring.

Goodwin is confident that the module will be even better this year. Some of the musculoskeletal will be compressed this upcoming year. A question was raised on if the faculty are going to continue to teach via case based. Goodwin hasn't looked at the detailed schedule for next year yet. There were mixed reviews, and he is not certain which was is best. The committee received and accepted the EOM report.

**V. SF2 EOM Report**

Dr. Goodwin reviewed the EOM for SF2, which is basically a mirror of SF1. The committee received and accepted the EOM report.

**VI. Foundations clerkship change form:**

Dr. LeClair reminded the committee that we requested faculty to highlight the changes for modules on the new change form. Dr. LeClair provided the committee with the Foundations changes for the academic year. There are just minor changes to the module this year. Minor changes to faculty, and she moved some material around. The form provides the exact changes for the year. The exclusive resource for the module is the iBook that Dr. LeClair will be writing. She will also provide an exam review this year.

Will the iBook cover all of the content in foundations? Dr. LeClair indicated that yes, the iBook will cover all of the content. Dr. Binks explained that his iBook has proved overwhelmingly positive by the students.

A motion to approve the change form was made and seconded; all in favor approved.

**VII. Endocrine/Reproductive Change Form**

Dr. Baston reviewed the changes to the endo/repro module for this academic year. A motion was made and seconded to approve the change form; all in favor approved.

**VIII. HEM /ONC Change Form**

Dr. Baston presented the changes for HEM/ONC for the upcoming academic year. A motion was made and seconded to approve the change form; all in favor approved. It was noted that Dr. Knight will be taking out the HIV session which is not reflected on the change form. The HIV session will be added to this year's Biomedical Principles module. Also, the MDT that Dr. Knight completed does not have a column for lifestyle medicine. A column will be added for those lifestyle medicine longitudinal objectives.

**IX. Biomedical Principles Change Form**

Dr. Hodinka reviewed his changes for the upcoming academic year for Biomedical Principles. A motion was made and seconded to approve the changes; all in favor approved.

Dr. Hodinka advised that the uploading of lectures is currently working very well with the videos being up within two hours. It would seem that the lecture capturing process is going a lot better this year than in the past.

**X. USLME Step One Results Class of 2018.**

These data were shared with the students last week.

## **XI. EOM Reports**

There was a discussion held during the last meeting on end of module reports and their usefulness. As we move forward it may be useful to at least bring the EOMs back to the faculty to propose a plan. Everyone was in agreement. Moving that forward ok? Dr. LeClair will work on addressing that with the new assessment structure.