

Curriculum Committee Meeting Agenda	
January 4, 2017	12:00 – 12:50 pm; Deans Conference Room (N304 DSB)
Dr. DC Holmes, Chair	Recorder: Ms. Lauren Moniot

Lunch served.

Agenda Items	Responsible Individual
1. Approval of December 6, 2016 Minutes	Holmes
2. Office for Education – Update <ul style="list-style-type: none"> • AEFIS-Curriculum Mapping 	Krupp
3. WG on Practice Management Curriculum	Garcia
4. Referral Initiative: AEC – Clerkship Directors <i>“Curriculum Committee Role & Perspectives”</i>	Krupp/Garcia
5. Patient Ingress & Treatment Planning – Update	Straub-Morarend
6. Round Table Comments	Committee
7. Next Meeting: February 1, 2017	

Action Items			
Status	Action to be taken	Responsible	Due Date
Pending	Department Curriculum Review: Family Dentistry	Abdelaal	February
Pending	50 mins/10 mins Lecture Protocol	Garcia	Pending
Pending	ICCMS Implementation in the College	Kolker/Guzman-Armstrong	
Pending	Biochemistry & Pharmacology WG	Hellstein/Krupp/Hoffman	
Pending	Prerequisite Basic Science Question; INDBE	Garcia	

Curriculum Committee (2016-2017):

DC Holmes, Chair
Maged M.E. Abdelaal
Marsha Cunningham-Ford
Darren Hoffman
Brian Howe
Terry J. Lindquist
Leonardo Marchini
Natalia Restrepo-Kennedy

Cheryl L. Straub-Morarend
Fabricio Teixeira
Paula L. Weistroffer
D2 – Amanda Phan
D3 – Stacey Howes
D4 – Briana Lage

Ex Officio:

Lily T. Garcia, Associate Dean for Education
Ms. Michelle Krupp, Director, Education Development
Tad Mabry, Chair, Clerkship Directors
Galen B. Schneider, Executive Associate Dean
Catherine M. Solow, Associate Dean for Students
Sherry R. Timmons, Chair, CAPP Committee
Guest: Tara Sears, D2, ADCFP Fellow

Members Present: Drs. DC Holmes (Chair), Maged M.E. Abdelaal, Brian Howe, Terry J. Lindquist, Cheryl L. Straub-Morarend, Paula Weistroffer, Lily T. Garcia, Sherry R. Timmons, Ms. Stacey Howes (D3), Ms. Amanda Phan (D2), Ms. Michelle Krupp and Ms. Catherine Solow

Absent: Drs. Darren Hoffman, Leonardo Marchini, Natalia Restrepo-Kennedy, Fabricio Teixeira, Tad Mabry, Galen Schneider, Ms. Marsha Cunningham-Ford and Briana Lage

Guest: Ms. Tara Sears, ADCFP Fellow

Meeting called to order 12:07 p.m.

- I. Approval of November 1, 2016 Minutes – approved.
- II. **Office for Education Update** – Ms. Krupp
 - AEFIS- Curriculum Mapping
 - The Office for Education is currently piloting the AEFIS syllabus. There have been 2 training sessions with faculty thus far. We are awaiting more feedback from the faculty and students that are currently utilizing the syllabus portion of AEFIS. The reporting aspect is functioning and we are beginning to utilize data in several different ways.
- III. **WG on Practice Management Curriculum** – Dr. Garcia
 - A workgroup has been identified to begin looking at the Practice Management Curriculum. Members include: Drs. Garcia, Holmes, Squire, Caplan, Elvers, Ms. Deb Hoyle and Ms. Michelle Krupp to. Learning gaps are being identified through curriculum mapping reports and student feedback. Dr. Reed Parker conducts a survey to recent graduates, noting which aspects are most important to learn and what the recent grads wish they would have learned. Alumni surveys are also being developed. It is important to identify what students need to know and make sure they are aware that they are receiving information.
- IV. **Referral Initiative: AEC- Clerkship Directors, “Curriculum Committee Role & Perspectives”** – Dr. Garcia & Ms. Krupp
 - Referral process and documentation has been discussed in the Advanced Education Committee. To better teach students the referral process, a communication method is needed. An AxiUm document is being compiled for each department to clarify what information is needed for the referral. The form is going to be specialty specific since each specialty needs different information, but the process will be standardized. We are also making sure the communications loop is closed so that all involved know what happened to the patient during their treatment plan. AxiUm training/ updates will be required for clinicians and students.
- V. **Patient Ingress & Treatment Planning- Update-** Dr. Straub-Morarend
 - A Work Group led by Dr. Straub-Morarend will reconvene to develop possible solutions for patient ingress & treatment planning prior to further vetting. The group is discussing how many patient appointments occur before the patient feels like they have had something done, as well as finding ways to improve patient flow. The

group is considering all options to improve patient flow and improve efficiency of patient care. There is no criticism, only a desire to improve processes and the teaching & learning. The goal is to develop 2-3 options to discuss with the larger group prior to making any decision.

VI. **Round Table Comments** – Committee

- Dr. Lily T. Garcia-
 - Dr. Garcia complimented all DEO's for their responses; individual names for CODA Standard 2. Key contacts will be asked to review and provide feedback on specific accreditation documents. The Office for Education will present information repeatedly to get everyone on the same page for the accreditation process.
 - Dr. Garcia vetted the concept of **P.A.S.S.** (Procedural **A**ssessment **S**kill **S**et) as a component of Progress Toward Competency. The committee briefly discussed and provided good feedback. Dr. Garcia & Ms. Krupp will continue to refine and introduce to various groups. Dr. Holmes pointed out that there's still confusion on how our curriculum works. Finding out why we do what we do and how we get there is very important. **P.A.S.S.** will help us better understand components of the assessment process and be used as a unified collegiate term.
- Dr. DC Holmes- With the existence of silo'd curriculum, confusion continues as to how things fit together. Finding out *why we do, what we do and how we get there* is very important.
- Dean Catherine Solow- The learning environment survey went out. The respective committees will receive the results as it is pertinent to them.

Next Meeting: February 1, 2017

Minutes recorded: Ms. Lauren Moniot