

Curriculum Committee Meeting Agenda	
November 1, 2016	12:00 – 12:50 pm; Deans Conference Room (N304 DSB)
Dr. DC Holmes, Chair	Recorder: Ms. Michelle Krupp

**Lunch served.**

Agenda Items	Responsible Individual
1. Approval of October 5, 2016 Minutes	Holmes
2. Office for Education – Update <ul style="list-style-type: none"> <li>• AEFIS-Curriculum Mapping</li> <li>• Accreditation Progress</li> </ul>	Krupp/Garcia
3. Department Curriculum Review: OPRM	Straub-Morarend
4. Evaluation – Collegiate Grade Scale	Garcia
5. Round Table Comments	Committee
6. Next Meeting: <b>December 7, 2016</b>	

Action Items			
Status	Action to be taken	Responsible	Due Date
Pending	Department Curriculum Review: OPRM, Family Dentistry	Pending	
Pending	ICCMS Implementation in the College	Kolker/Guzman-Armstrong	
Pending	Patient Ingress & Treatment Planning	Straub-Morarend	
Pending	Biochemistry & Pharmacology WG	Hellstein/Krupp/Hoffman	
Pending	Prerequisite Basic Science Question	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  
D1 – TBD  
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  
Tara Sears, D2, ADCFP Fellow

## Curriculum Committee Minutes – November 1, 2016

**Members Presents:** Drs. DC Holmes (Chair), Darren Hoffman, Brian Howe, Terry Lindquist, Leonardo Marchini, Natalia Restrepo-Kennedy, Cheryl Straub-Morarend, Fabricio Teixeira, Paula Weistroffer, Sherry Timmons, Lily Garcia, Professor Cunningham-Ford, Ms. Michelle Krupp, Amanda Phan –D2, Stacey Howe –D3,

**Absent:** Drs. Maged Abdelaal, Tad Mabry, Dean Galen Schneider, Dean Cathy Solow, Briana Lage –D4

**Guest:**

Meeting called to order 12:05 p.m.

- I. Approval of October 5, 2016 Minutes – approved.
- II. **Office for Education Update** – Dr. Lily Garcia & Ms. Michelle Krupp
  - **Introduction:** Lauren Moniot, Secretary II, joined the Office for Education this week. She will help with accreditation and various projects within the office.
  - **AEFIS Curriculum Mapping** – Ms. Krupp updated the committee on the syllabus pilot which will begin in January with five identified courses. The pilot will help identify issues with training and implementation.
  - **INDBE** – Drs. Holmes and Garcia and Ms. Krupp attended the Fall ADEA meetings where the Academic Deans group discussed the INDBE. The exam is slated to be implemented in 2020, although the date has been pushed back several times. Current D4s can receive a \$75 discount for NDBE II 2 if they take the INDBE field test. Content of exam for each discipline has not been presented. On a national level, schools are unsettled with the lack of information/data and are hesitant to change curriculum based on this exam at this point. Dr. Garcia will present information that is currently on the INDBE website in a future Curriculum Committee meeting.
  - **Accreditation Progress** – Dr. Garcia & Ms. Krupp developed a timeline with progress indicators for broad participation in the process. Dr. Garcia will share at the next faculty meeting Nov. 8, 2016. She emphasized that accreditation is a ‘team’ effort and plans to get as many people involved in the efforts. The Deans will be identifying faculty to review specific content areas.

**ACTION ITEM(S):** Dr. Garcia to present INDBE information at an upcoming Curriculum Committee meeting.

- III. **Department Curriculum Review: OPRM** – Dr. Cheryl Straub-Morarend
  - OPRM workgroup presentation will take place at the December 2016 meeting.
  - FAMD is in the queue for the next review.
- IV. **Evaluation: Collegiate Grade Scale** – Dr. Lily Garcia
  - The COD has had a history of trying to create a collegiate scale. Dr. Garcia reviewed the scale in the CAPP Manual that correlates letter grades to grade points using plus and minuses; descriptors previously developed by previous individuals.

- There was mention that it is beneficial for a course director to have the ability to manage grades and evaluation data when determining the final grade.
- The assignment of a final grade is different from having a collegiate grade scale. Course directors can change, curve grade scales for specific assignments and/or tests, and modify "weights" of assignments differently. However, the end goal is to have one collegiate scale for final grades.
- There was brief discussion regarding Pass/Fail grades. The bottom line is that Pass/Fail collegiate wide would put students at a disadvantage when applying for advanced education programs.
- General consensus: move forward to adopt a collegiate grade scale. With the help of Jean Florman, the workgroup will determine percentages that will correlate with letter grades (with plus/minus distinctions for A-D grades).

**ACTION ITEM: Dr. Garcia will reconvene the Collegiate Grade Scale workgroup.**

V. **Round Table Comments** – Committee

- Due to time constraints, round table comments were not presented.

Next Meeting: December 7, 2016

Minutes recorded: Ms. Michelle M. Krupp