1. Minutes from the August meeting were reviewed. A motion was made to approve the minutes. The motion was seconded, and all were in favor.

2. M1 Updates
   a. EMT module is halfway finished.
   b. Foundations module starts in September.

3. M2 Updates
   a. BPIDT module ends next week.
   b. Hematology/Oncology is the next module for the M2 year.
   c. Dr. Hodinka provided feedback to the M2 Director that the number of students taking formative exams has increased this year.

4. M3/M4 Updates
   a. Most students are now in their second rotation.
   b. M4 students are in AIs and are asking for residency recommendation letters.

5. PEAS Updates
   a. Dr. Wright conveyed to faculty that all assessment plans have been updated to the new format.
   b. Dr. Wright also provided information on Step 1 scores now that all scores are in: Scores show a 97% success rate.

6. CQI/Vertical Integration
   a. Suna Elkhider updated faculty on the status of the Vertical Integration initiative. She communicated that mapping will be finished in late September or early October for the first 4 topics.
   b. Integration analysis of pediatric content suggested that two topics with the least amount of coverage were Child Abuse and common pediatric diseases. As a result, more content will be added to the M2 year. Additionally, pediatric pharmacy material will now be covered by Dr. McPhail in effort to improve understanding of pediatric pharmacology for the clerkship years.
c. Biostatistics will be the next area to be reviewed.

7. Clerkship Assessment Plans
   a. Dr. Wright conveyed to faculty that changes to assessment plans were mostly those of formatting rather than content.
   b. Targets were determined with each module director and mapping was reviewed to ensure that it was correct.
   c. A motion was made to approve Clerkship Assessment Plans. The motion was seconded, and all were in favor.

8. MBB Module Documentation
   a. Dr. Tucker presented documentation for the AY 2019-2020 MBB module.
   b. This year, the entire module was overhauled. Primarily, the schedule of the module was changed due to clinical faculty needing certain hours to teach this year.
   c. Dr. Tucker informed the faculty that Drs. Dukes and Ward will be taking over Dr. Fulcher’s content, and that Dr. Fowler will be teaching Local and General Anesthesia and its Treatment and Sleep Hygiene.
   d. Dr. Baston commented that the syllabus changed regarding the formative assessment policy, where students will now have until Tuesday of the following week to complete formatives. He asked that the MBB Syllabus be updated and that the language be backdated to the Hematology/Oncology module. He also mentioned that the new template would need updating to reflect this verbiage change.
   e. A motion was made to approve the module with changes to the syllabus. The motion was seconded, and all were in favor.

f. PEAS Annual Report for Years 2019-2021 (USC Assessment Plan)
   a. Dr. Wright informed the faculty that an Assessment Plan is required for SACS Accreditation. This is a 2-year plan: 2019-2020 & 2020-2021
   b. A goal of student scores at or above standard results for those taking Step1 and Step2CK will be set.
   c. At the end of 2 years, assessment will write results sections.
   d. The template used to create this report is based on how it is entered into the USC system.
   e. A motion was made to approve the assessment plan. The motion was seconded, and all were in favor.

10. Overview of Learning Theory
    a. Dr. Wiederman reviewed the learning process for adult students. He reminded faculty that student learning styles are different and depend on the content being learned. Mastery of content is being able to apply what is learned in other contexts than the one in which it was learned originally.
    b. Dr. Wiederman also commented that it helps students to learn when they know why they are learning material.
11. Update from Curriculum Committee Chair
   a. Dr. Baston conveyed to faculty that this year’s committee goals are ones that involve looking at the state of the curriculum: What are our strengths and what are our areas for improvement? He then listed areas that faculty suggested needed improvement.
   b. Dr. Wright commented that faculty should have an outcome in mind for each area of improvement. He suggested that faculty need to think through the process of how outcomes will be measured and how change will be implemented.

Meeting Adjourned. 1:30 p.m.

Attendees: Baston, Emerson, Pace, McPhail, Chosed, Grier, Tucker, Griffeth, Pfennig, Oliver, Hodinka, Best, Ruppell, Emerson, Wright, Buckner, Wiederman, Sharkey, Buchanan, Blenda, Baultrippe, Farris, Grier, Elkhider, Towell, Hurley, Scoles