

Committee on Educational Policy and Curriculum
SUNY Downstate College of Medicine
August 4, 2011
Seminar Room 2-1

Agenda

Old Business

- Approval of minutes
- Update on Elective Proposal Guidelines – Dean's Council changes
- Registrar Data on Electives Registration – Anne Shonbrun
- Update on Recommended Electives for Specialties

New Business

- CEPC Priorities/Calendar of Requests for Data: Residency Director Surveys 2003-2009

Next Meeting: Sept 29 is Rosh Hashanah. Date is changed to Thursday Sept. 22.

On CEPC Google Website: CEPC Google site <https://sites.google.com/site/sunydownstatecepc/>

Registrar's website pages for all electives and career exposure opportunities.

1. http://sls.downstate.edu/registrar/com/course_selection_book/electives12.asp?year=2009
2. <http://sls.downstate.edu/registrar/com/index.html>
3. http://sls.downstate.edu/registrar/com/course_selection_book/index.html

Questions Raised at Last Meeting:

What is the breakdown of the different categories of electives required for graduation?

Generally, 2 or 4 credits/weeks. Students need at least 20 weeks total to graduate.

<i>Clinical Electives</i>	<i>10 weeks minimum (max. is 8 in one specialty)</i>
<i>Non-clinical (Reading) Electives</i>	<i>4 weeks maximum</i>
<i>Research Electives</i>	<i>8 weeks maximum</i>

What is the definition of a Reading elective?

Reading electives are non-clinical based electives. Students do not see patients during these electives and there is usually a written paper/product required as part of the evaluation of the student. Examples: History of Medicine, Biomedical Ethics, Case Development in Case-Based Learning, Medical Toxicology, Medicine and Literature, Writing in Medicine and/or Literature in Medicine.

Who determines which category each elective falls into?

Initially, the faculty sponsor confers with the Registrar. Final approval comes from CEPC.

Who monitors the student's progress in achieving the minimum number of electives required for each category? Is this done before graduation or each time the student registers for an elective?

The Office of the Registrar and Clinical Assistant Dean monitor a student's progress in achieving the elective requirements. The Registrar sends mid-year transcripts to students with notations of what they are missing and again in March before May graduation. The Registrar, Dean of Student Affairs or the Clinical Dean do graduation checks for students upon request as well.

Education Policy and Curriculum Committee (CEPC) Roster:

Dr. Lee Eisner, Chairman (Cell Biology)	Mr. Murray Echt MS2
Dr. Yaacov Anziska (Neurology)	Ms. Sue Hahn MS2
Dr. Mert Erogul (Emergency Medicine)	Ms. Kristin Twomey MS2
Dr. Sabina Hrabetova (Cell Biology)	Ms. Celina Brunson MS3
Dr. Jenny Libien (Neurology and Pathology)	Ms. Michelle Lobo MS3
Dr. Steven Ostrow (Radiology)	Mr. Darrin Wong MS3
Dr. Rikki Ovitch (Pediatrics)	Mr. Elvedin Lukovic MS3
Dr. Katherine Perkins (Physiology and Pharmacology)	Mr. Daniel Cucco MS4
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