

**Committee on Educational Policy and Curriculum
SUNY Downstate College of Medicine
October 25, 2012
Seminar Room 2-1 BSB**

AGENDA

New Members: MS1 Katherine Jong, Schuyler Tong

Old Business

- CEPC Goals for 2012/2013
- Process to review block and clerkship evaluations, annual clerkship reports
- Committee members selection

New Business

- LCME Mock Site Visit Results, Implications for CEPC
- Calendar for curriculum oversight
- Minor change in CEPC mission statement
- Student Admissions and Academic Promotions Committee had first meeting. Elka Jacobson is the Chair.
 - Criteria for “with distinction”

Next Meeting: Thursday, November 29 4PM Rm 2-1 BSB

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

Committee on Education Policy and Curriculum (CEPC) Roster:

Dr. Lee Eisner, Chair (Cell Biology)
Dr. Mert Erogul (Emergency Medicine)
Dr. Sabina Hrabetova (Cell Biology)
Dr. Jenny Libien (Pathology and Neurology)
Dr. Steven Ostrow (Radiology and Cell Biology)
Dr. Rikki Ovitsh (Pediatrics)
Dr. Katherine Perkins (Physiology and Pharmacology)
Dr. Bram Trauner (Medicine)

Mr. Joshua Lampert MS2
Mr. John Odackal MS2
Ms. Sue Hahn MS3
Ms. Kristin Twomey MS3
Ms Celina Brunson MS4
Mr. Elvedin Lukovic MS4

CEPC Focus for 2012/2013:

1. Need for clarification by mid November of the formal structure for curriculum management, design, evaluation and oversight and a timeline for data review for oversight of curriculum. Also needed by mid November is the description of process and timeline for curriculum review, block by block, clerkship by clerkship, year by year and of all four years together.
2. New Curriculum Oversight
 - ✓ Unit 1 Content and structure
 - ✓ Drastic reduction in histology
 - ✓ Introduction of principles of pharmacology before renal structure and physiology
 - ✓ Monitoring of adequate time in calendar for self study
 - ✓ Coordination of faculty resources in new curriculum with faculty teaching in other Units and in other colleges. For example, overlap with CHRP, etc...
 - ✓ Distribution of competencies in each Unit
 - ✓ Lecture notes decision
 - ✓ Streamlining and expediting process of creating new lectures, labs and small group sessions – how do faculty really do this work and what needs to be completed before some faculty begin work (for example CBL framing cases).
3. Block/Unit and Faculty Evaluations
 - ✓ Timeliness and organization of reports from the Office of Education
5. Continue progress on improving career exposure and advising together with Office of Career Advising (includes the CEOs and two week MS3 selectives)
6. Communication of availability of research opportunities for students