

Committee on Educational Policy and Curriculum  
**SUNY Downstate College of Medicine**  
June 15, 2017 Seminar Room 3-1 BSB

**AGENDA**

- Executive Committee update and review of current curriculum and education policy work of the COM Dean's Council, survey of June meeting documents
- What issues do teaching faculty at COM want us to address?
- What are the goals of the sub-internships and whether they are being met?
- Are we preparing our students adequately to evaluate the design and results of clinical studies?
- State of medical education research at COM

**Committee on Education Policy and Curriculum (CEPC) Roster**

Dr. Lee Eisner, Chair (Cell Biology)

Dr. Stacy Blain (Cell Biology)

Dr. Jenny Libien (Pathology and Neurology)

Dr. Steven Ostrow (Radiology and Cell Biology)

Dr. Rikki Ovitsh (Pediatrics)

Dr. Bram Trauner (Medicine)

Dr. Laura Bruno (Pediatrics)

Dr. Steven Fox (Physiology and Pharmacology)

Dr. Juan Marcos Alarcon (Pathology)

Mr. Shane Dluzneski MS2

Mr. Omar Moussa MS3

Ms. Melissa Hirsch MS3

Mr. Abhi Amarnani MD-PhD

**MINUTES**

Attendees: Libien, Blain, Trauner, Alarcon, Eisner, Ovitsh

- We reviewed examples of the process used to evaluate units and the curriculum by the unit leadership team, the CEC and the Dean's Council in order to determine current roles for CEPC. These include:
  - 1) encourage more effective transmission of the outcomes and recommendations to teaching faculty and to more senior institution leadership,
  - 2) voice curriculum and education policy topics of concern that are not addressed adequately by the groups listed above,
  - 3) remind and encourage curriculum leadership to hold pre-unit, during-unit and post-unit meetings with participating faculty to increase effectiveness of curriculum teaching and assessment and greater transparency on decisions and process to implement the unit
  - 4) to encourage better transmission of information to faculty on student outcomes and feedback on student preparation by Foundations for Step 1, clerkships, PGY 1
  - 5) encourage curriculum leadership to take a stronger position on implementing change in faculty organization and delivery of lectures and other teaching modalities, if determined to need improvement
- CEPC will prepare a short survey to distribute to teaching faculty with the end goal to increase participation in the curriculum, to learn what issues they want us to address, to what information they would want greater access and to get their feedback on what works well and what needs improvement in the medical school curriculum
- We will recruit the aid of senior MEP students to help us investigate the current goals and status of sub-internships at Downstate and to compare with those programs at other medical institutions.
- We will recruit the aid of senior MEP student to help us investigate the curriculum to prepare students for evaluating the design and results of clinical studies, needed to better manage their patients' care
- We had a brief final discussion on how to improve the difficulties of carrying out medical education research at Downstate.

- Encourage Jeanne Macrae to send out NETMAS to more faculty. Report results of OEdLT meetings with student groups (Foundations preparation for Step 1 and for Clerkships) to more faculty.