

Professional Curriculum Committee March 26, 2025

The PCC met from 1:00 PM – 3:00 PM via Zoom teleconferencing.

Attendees

Members:

Lauren Solberg, Chair; Toby Shorey, Ops. Chair; Chris Brown; Amanda House; Ben Phalin;
Courtney Pyche; Jiangxiao Qiu; Tracey Taylor; Melissa Turley; Karen Whalen.

Liaisons:

Kathy Green; Maria Leite; Leslie McKenna; Frankie Tai; Stacy Wallace; Diana Hull

Guests:

Welcome

Welcome | Dr. Solberg

Approval of minutes of the [February](#) meeting.

Faculty Senate Updates

- Co-Chair named Melissa Turley and will Cochair the May and June meetings.
- New Election for AY 25/26 will be elected at either April or May's meeting.

Subcommittees:

- **Catalog** -verbal update that it will be starting with the roll out and a demo will be provided to the Professional Subcommittee meeting on 4/17/25.
- **Professional** – Revitalize and Define Purpose for Subcommittees.
- **Review** – Requestion additional members for the Review Subcommittee

[March Review Document](#)

Policies

- None

Programs

- None

Certificates

Proposed new professional certificates.

- None

Proposed changes to professional certificates.

- None

Courses

Proposed new professional courses.

1. [MDC 7XXX – Continuity Clerkship](#)
Approved
2. [MDC 7XXX – Required Neurosurgery Selective](#)
Approved
3. [MDC 7XXX – Required Otolaryngology Selective](#)
Conditionally Approved – Syllabus doesn't specify what "level" students must achieve to pass.
4. [MDC 7XXX – Required Orthopaedic Surgery Selective](#)
Approved
5. [MDC 7XXX – Required Urological Surgery Selective](#)
Approved
6. [MDT 6XXX – Medical Student Research Project](#)
Approved
7. [MDT 7XXX – Urology Surgery Elective](#)
Conditionally Approved – How is S/U determined What score are students expected to earn on the rubrics provided?

Proposed changes to professional courses.

8. [MDC 7124 – Family Medicine & Amb Care Clerkship](#)
Conditionally Approved – Since there isn't a set passing score for NBME, how is that factored into the grade to = 20% of final course grade? Is it a direct translation to a grade (e.g., score 90% on NBME = A?

Information Items

9. [If any]

Meeting adjourned at [Time] p.m.

ADDENDUM

Compiled Before the Meeting

Professional Curriculum Committee Program and Course Recommendations

March 26, 2025

Programs

Program Request Title

- None

Certificates

New Certificates

Certificate Request Title

0

- None

Changes to Existing Certificates

Certificate Request Title

0

- None

Course Recommendations

Proposed New Courses

Approved	Conditionally Approved	Recycle
MDC 7XXX – Continuity Clerkship		
	MDC 7XXX – Required Neurosurgery Selective	
	MDC 7XXX – Required Otolaryngology Selective	
MDC 7XXX – Required Orthopaedic Surgery Selective		
MDC 7XXX – Required Urological Surgery Selective		
MDT 6XXX – Medical Student Research Project		
	MDT 7XXX - Urology Surgery Elective	

Medicine

1. MDC 7XXX – Continuity Clerkship

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21309>
- **Action Items:**
 - ~~Course Title: change to~~ **Continuity Clerkship**
 - ~~Course Description: change to~~ The Continuity Clerkship is designed to create an opportunity for students to develop continuity with patients, a clinical preceptor, and a clinical teaching site. Through these continuity experiences students are expected to focus on growth in the clinical environment. There will be many opportunities for self-assessment and formative feedback with the clinical preceptor in order to support continued growth. Moreover, the clerkship is pass/fail with a goal of creating a clinical practice space during Phase 2 clerkships where you can feel more comfortable pushing yourself.
 - Over the course of the year, students will have the opportunity to follow patients longitudinally. Through this experience students should take the opportunity to build a deeper patient-doctoral relationship. Continuity will also provide space to reflect on medical decision-making skills. Clinical sites will view students as a member of the interprofessional team, and we hope

students will view the clinical site as their medical education home during Phase 2.

- Due to the 500-character limit, course description was written as follows: The Continuity Clerkship allows students to build continuity with patients, clinical preceptor, and a clinical site. Through the year-long experience students can focus on growth in the clinical environment to incl. opportunities for self-assessment and formative feedback with the clinical preceptor. The goal of creating a clinical practice space allows students to learn as they follow patients longitudinally to build a deeper patient-doctor relationship and reflect on medical decision-making.
- ~~Prerequisites: change to~~ Successful completion of Phase I
- ~~Rationale and Placement in Curriculum: change to~~ The continuity clerkship is designed for students to experience continuity of care in a clinical setting over time to develop relationships with patients, families, and faculty/staff in the office. Adding the clerkship during the second phase of the curriculum (clinical phase) allows medical students to learn the principles of medical practice while also providing a growth mindset to develop skills while being provided formative feedback.
- ~~Course Objectives: copy and paste responses added under Weekly Schedule of Topics (1-10)~~
- ~~Weekly Schedule of Topics: change to the required activities on the syllabus (1-6)~~
- ~~Grading Scheme: Add the following under the % listed -~~ The Continuity Clerkship is a pass/fail clerkship. A score of 75% is required to pass the clerkship. Over the course of the year, you will be evaluated by your continuity faculty preceptor in the professionalism, communications, patient care, practice-based learning and improvement, and systems-based practice core competencies of the College of Medicine. Additional assessment data considered in the pass/fail determination will include direct observation/mini-CEXs, 360-degree evaluations, patient evaluations, reflections, deliberate practice goals and outcomes, and continuity site QI project. Unsatisfactory performance in any one competency will lead to an unsatisfactory final clerkship grade. Students at risk for failing will be identified at the 6-month mark and a formal learning plan will be developed by the faculty preceptor and course leadership.
- ~~Description of request says it's for final year medical students. This is for third-year students. Updated to "third-year medical students."~~
- Spoke to KG, this is a year-long course. Curriculum modification will be forthcoming to reflect this/Fam Med and swap of Neurology to 3rd year/Geriatrics to 4th year.

2. MDC 7XXX – Required Neurosurgery Selective

[CA]

- <https://secure.aa.ufl.edu/Approval/reports/21305>
- **Action Items:**
 - Course Title: change to **Req. Neurosurgery**
 - Transcript Title: change to **Req. Neurosurgery**
 - Prerequisites: **Successful completion of Phase II**
 - Course Textbook: Add **Recommended Textbook:** above the Handbook of Neurosurgery
 - Weekly Schedule of Topics: change to the schedule
 - Based on Prof. Solberg's comment "Why is the title 'Required'?" I'll have the submitter edit the request description to the following: "Request for the creation of a new course titled "Req. Neurosurgery." The required selective is offered during the final year of the medical education curriculum. Students are required to select one (1) of ten (10) clerkships available to prepare them for their residency program. The naming convention "Req." + the field/subfield was established with the original selectives (Req. CHFM, Req. Medicine, Req. Pediatrics, and Req. Surgery). There is a total of four new selectives requested (Req. Neurosurgery, Req. Orthopaedic Surgery, Req. Otolaryngology, and Req. Urological Surgery). The other two selectives (Req. Cardiovascular Surgery and Req. Plastic/Reconstr Surgery) are set up as rotating topics under the Req. Surgery selective. The new selective was approved by the MD Curriculum Committee June 9, 2020, and was added as a rotating topic under Req. Surgery but needs a new course number established in the appropriate department."
 - Syllabus doesn't specify what "level" students have to achieve to pass. KG is in discussion with the faculty and will report back once it's been resolved.
 - ~~Same honor code question as above.~~ Updated.

3. MDC 7XXX – Required Otolaryngology Selective

[CA]

- <https://secure.aa.ufl.edu/Approval/reports/21307>
- **Action Items:**
 - ~~Course Title: change to~~ **Req. Otolaryngology**
 - ~~Transcript Title: change to~~ **Req. Otolaryngology**
 - ~~Prerequisites: change to~~ **Successful completion of Phase II**
 - ~~Rationale and Place in Curriculum: change to~~ The selective courses are designed to allow a medical student in their final year of school the opportunity to experience life as a resident (or the next stage of a physician's training). As such, students would need to have successfully passed Phases I and II and able to provide intermediate care and participate in activities including evaluation, plan coordination, and treatment of patients.

- ~~Course Objectives: copy and paste responses added under Weekly Schedule of Topics (1-16)~~
- ~~Course Textbook(s):~~ change to **Required Textbooks**
 - **Recommended Textbooks** – available for check out within the department.
 - **Otolaryngology-Head and Neck Surgery: Clinical Reference Guide, Pasha, Raza, Golub, Justin, Fifth edition. ISBN 13: 978-1944883393**
 - **Cummings Otolaryngology: Head and Neck Surgery, Flint P et al, Sixth Edition, ISBN 13: 978-1455746965**
- ~~Weekly Schedule of Topics:~~ change to the schedule
- ~~Based on Prof. Solberg's comment "Why is the title 'Required'?" I'll have the submitter edit the request description to the following:~~ **"Request for the creation of a new course titled "Req. Otolaryngology." The required selective is offered during the final year of the medical education curriculum. Students are required to select one (1) of ten (10) clerkships available to prepare them for their residency program. The naming convention "Req." + the field/subfield was established with the original selectives (Req. CHFM, Req. Medicine, Req. Pediatrics, and Req. Surgery). There is a total of four new selectives requested (Req. Neurosurgery, Req. Orthopaedic Surgery, Req. Otolaryngology, and Req. Urological Surgery). The other two selectives (Req. Cardiovascular Surgery and Req. Plastic/Reconstr Surgery) are set up as rotating topics under the Req. Surgery selective. The new selective was approved by the MD Curriculum Committee June 9, 2020, and was added as a rotating topic under Req. Surgery but needs a new course number established in the appropriate department."**
- Syllabus doesn't specify what "level" students have to achieve to pass.

4. MDC 7XXX – Required Orthopaedic Surgery Selective

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21306>
- **Action Items:**
 - ~~Course Title:~~ change to **Req. Orthopaedic Surgery**
 - ~~Transcript Title:~~ change to **Req. Orthopaedic Surgery**
 - ~~Prerequisites:~~ change to **Successful completion of Phase II**
 - ~~Course Objectives: copy and paste responses added under Weekly Schedule of Topics (1-16)~~
 - ~~Weekly Schedule of Topics:~~ change to the schedule
 - ~~Based on comment "Why is the title 'Required'?" I'll have the submitter edit the request description to the following:~~ **"Request for the creation of a new course titled "Req. Orthopaedic Surgery." The required selective is offered during the final year of the medical education curriculum. Students are required to select one (1) of ten (10) clerkships available to prepare them for their residency program. The naming convention "Req." + the field/subfield**

was established with the original selectives (Req. CHFM, Req. Medicine, Req. Pediatrics, and Req. Surgery). There is a total of four new selectives requested (Req. Neurosurgery, Req. Orthopaedic Surgery, Req. Otolaryngology, and Req. Urological Surgery). The other two selectives (Req. Cardiovascular Surgery and Req. Plastic/Reconstr Surgery) are set up as rotating topics under the Req. Surgery selective. The new selective was approved by the MD Curriculum Committee July 13, 2021, and was added as a rotating topic under Req. Surgery but needs a new course number established in the appropriate department.”

5. MDC 7XXX – Required Urological Surgery Selective

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21308>
- **Action Items:**
 - ~~Course Title:~~ change to **Req. Urological Surgery**
 - ~~Transcript Title:~~ change to **Req. Urological Surgery**
 - ~~Prerequisites:~~ change to **Successful completion of Phase II**
 - ~~Course Objectives:~~ copy and paste responses added under Weekly Schedule of Topics (1-10)
 - ~~Weekly Schedule of Topics:~~ change to the schedule
 - ~~Grading Scheme:~~ Add the paragraphs and rubric under “Final Grades” on the syllabus.
 - ~~Based on comment “Why is the title ‘Required’?” I’ll have the submitter edit the request description to the following:~~ “Request for the creation of a new course titled “Req. Urological Surgery.” The required selective is offered during the final year of the medical education curriculum. Students are required to select one (1) of ten (10) clerkships available to prepare them for their residency program. The naming convention “Req.” + the field/subfield was established with the original selectives (Req. CHFM, Req. Medicine, Req. Pediatrics, and Req. Surgery). There is a total of four new selectives requested (Req. Neurosurgery, Req. Orthopaedic Surgery, Req. Otolaryngology, and Req. Urological Surgery). The other two selectives (Req. Cardiovascular Surgery and Req. Plastic/Reconstr Surgery) are set up as rotating topics under the Req. Surgery selective. The new selective was approved by the MD Curriculum Committee April 12, 2022, and was added as a rotating topic under Req. Surgery but needs a new course number established in the appropriate department.”

6. MDT 6XXX – Medical Student Research Project

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21311>
- **Action Items:**
 - ~~Course Title:~~ change to **MD Student Research Project**
 - ~~Transcript Title:~~ change to **MD Student Research Project**

- Amount of Credit: **change to 2**
- Course Type: **change to Performance Indiv Instruction**
- Weekly Contact Hours: **change to 40**
- Prerequisites: **change to Successful completion of Phase I**
- Rationale and Placement in the Curriculum: **change to the research course was designed to bridge the gap between the medical students in the first and second year of medical. Students are able to build on research skills obtained in the first year and apply some basic medical knowledge to clinical or bench research projects along with a faculty member. Students are encouraged to continue their research and present or publish to further develop their CV.**
- ~~Course Objectives: copy and paste responses added under Weekly Schedule of Topics~~
- ~~Weekly Schedule of Topics: change to the schedule~~
- ~~Description of request says this is for final year medical students. This course is for the summer between first and second year of medical school. Updated to: Course is only available first-year medical students who have successfully completed all first-year courses prior to beginning the MSRP.~~
- ~~On syllabus— if no minimum score on 2 assessments in order to pass, how is S/U assessed? KG is in discussion with the faculty and will report back once it's been resolved. The proposal and mid-summer report filter into the final report. Required total of 14 out of 20 points.~~

7. MDT 7XXX - Urology Surgery Elective

[CA]

- <https://secure.aa.ufl.edu/Approval/reports/21310>
- Action Items:
 - Transcript Title: **change to Urology Surgery Elective**
 - Rotating Topic: **change to Yes**
 - Repeatable Credit?: **change to Yes**
 - Multiple Offerings in a Single Semester: **select Yes.**
 - If repeatable, total repeatable credit allowed: **enter 16.**
 - Amount of Credit > If variable, # max: **change to 16**
 - Course Description: **change to The rotating topics are electives are designed to allow medical students to learn about a wide variety of urologic conditions in a clinical or participate as a member of the urological team in the hospital setting. The electives allow medical students with an interest in Urology the opportunity to perform research and gain exposures to the specialty.**
 - Prerequisites: **change to Matriculated student in the MD program**
 - Rationale and Placement in Curriculum: **change to Electives are designed to allow medical students exposure to specific fields by gaining greater exposure to content. Pursuing electives allows medical students the opportunity to explore interests to determine alignment with future goals or to develop skills outside of the required curriculum to enhance their portfolio to prepare for their residency training program. Based on accreditation with the LCME, the medical school is required to have sufficient electives throughout the curriculum to meet the educational needs of the students. This rotating elective will provide that opportunity to medical students.**

- ~~Course Objectives: change to~~ Course Objectives will change based on the elective topic. Each course will be vetted and approved by the Medical Student Curriculum Committee prior to being submitted for approval to the PCC. The objectives for the first elective are listed below. ~~Then, copy the response from Weekly Schedule of Topics and paste them under the paragraph.~~
- ~~Weekly Schedule of Topics: change to~~ Weekly schedules will change based on the elective topic. Each course will be vetted and approved by the Medical Student Curriculum Committee prior to being submitted for approval to the PCC. The schedule for the first elective is then add the schedule.
- How is S/U determined? What score are students expected to earn on the rubrics provided?? KG is in discussion with the faculty and will report back once it's been resolved.

Proposed Changes to Courses

Approved	Conditionally Approved	Recycle
	MDC 7124 – Family Medicine & Amb Care Clerkship	

Medicine

8. MDC 7124 – Family Medicine & Amb Care Clerkship

[CA]

- <https://secure.aa.ufl.edu/Approval/reports/21319>
- **Action Items:**
 - ~~Course Title:~~ change to **Family Medicine & Amb Care**
 - ~~Current Course Objectives:~~ change to the objectives in the old syllabus (actually type in the objectives from the old syllabus)
 - ~~Proposed Course Objectives:~~ change to the objectives in the new syllabus (actually type in the objectives from the new syllabus)
 - ~~Will total number of credits for MD program remain the same (I think answer is yes)?~~ **No. Credits will be adjusted downward from 8 to 6. # of weeks = # of credits.**
 - ~~PCC form says Performance Indiv Instruction for course type. This is likely just a form issue. We'll want Clinical Instruction to be an option on the modify course forms in the new system.~~ **That is correct. I was unable to select Clinical Instruction in the current form. The Family Medicine & Amb Care should be Clinical Instruction. Notably, Phase II & III required clerkships should be listed as Clinical Instruction**
 - ~~On PCC form under Rationale for the change, I think it will be helpful for the PCC to understand 2 weeks of the Fam Med clerkship was the continuity "clerkship", which is now removed and being made into its own course.~~ **Updated the Rationale to include the removal of two weeks of the FMAC clerkship to create a new Continuity Clinic course.**
 - ~~On syllabus—unexcused absences "may" result in reduction of Professionalism assessment. May or will?~~ **It would be more appropriate to say "may" in this context, as it indicates that the reduction of professionalism assessment is not guaranteed, but rather a possibility depending on the Clerkship Director review.**
 - **Since there isn't a set passing score for NBME, how is that factored into the grade to = 20% of final course grade? Is it a direct translation to a grade (e.g., score of 90% on NBME = A)?**
 - ~~The last version of syllabus is 2021; can we see the current version to compare to new one?~~ **Updated**

Proposed New Joint Courses

Approved	Conditionally Approved	Recycle

College

- None