AGENDA

I. Opening
   A. Approval of Minutes: November 16, 2009 meeting minutes approved.

   B. Announcements:
      a. Dr. Kman new Clerkship Director for DOC-1.
      b. Dr. Khandelwal new Assoc Director of Med 3-4.
      c. Faculty Development brochure “Teaching for Optimal Patient Care with Electronic Medical Records” printed and available for distribution to dept faculty.

II. Business

   A. CAPS presentation: The Clinical Assessment and Problem Solving (CAPS) program representatives gave an overview of their current Med 1-2 curriculum (handout). They listed some suggestions for how CAPS could function in the 3rd and 4th years, and opened the floor for discussion.

   CAPS will take information gathered and discuss at future APC meetings. They will return February or March to the Med 3-4 APC meeting to propose ideas.
### B. Remediation Failures

**Motion was passed to refer anyone failing a remediation directly to the Academic Behavioral Review Committee.**

### III. Student Rep Reports

#### a. DOC availability (specifically DOC-1) a concern for students needing to take December and January off for interviews. Can numbers be distributed in advance to plan for this.

- Med 3-4 will handle scheduling of DOC rotations differently, so students plan in advance, and fall availability is better utilized.

#### b. Lecturers being absent was identified as a concern. Students would like clerkships to have plans in place so if lecturers are absent, time is not wasted.

- Surgery clerkships have plans to podcast lectures. Other clerkships encouraged to track issues and address re-occurring concerns.

### IV. Student Review Report

- Step 1 passing criteria has been raised to 188.