


<b>Name of Policy:</b> <u>College of Medicine and Life Sciences: Curriculum Modification; Standards that Require Curriculum Committee Involvement</u>		 <p><b>Effective date:</b> May 13, 2021</p> <p><b>Original effective date:</b> 08/09/2017</p>	
<b>Policy Number:</b> 3364-81-12			
<b>Approving Officer:</b> Dean, College of Medicine			
<b>Responsible Agent:</b> Assistant/Associate Deans for Foundational Science Curriculum, Senior Associate Dean for Undergraduate Medical Education			
<b>Scope:</b> All University of Toledo Campuses			
<input type="checkbox"/>	New policy proposal	<input checked="" type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Policy statement

The College of Medicine & Life Science (COMLS) MD Curriculum Committees oversee the educational programs leading to the Doctor of Medicine degree. Any changes that impact the COMLS MD curriculum must be reviewed and approved by the Executive Curriculum Committee (ECC) prior to implementation. In the event of a major reorganization of one or more years of the medical education program, the Faculty Council of the College of Medicine and Life Sciences must review and approve, prior to implementation.

(B) Purpose of policy

Curriculum modifications are essential to the growth and continuous quality improvement (CQI) of the medical educational program. This policy has been developed to streamline and operationalize changes that require substantive curricular modifications. This policy is meant to help faculty and curriculum leadership in undergraduate medical education in identifying the effect of changes on the curriculum as a whole.

(C) Procedure

In the event of a major curriculum reorganization, the Faculty Council of the College of Medicine and Life Sciences per article III of the council’s bylaws must review and approve the modifications, prior to implementation. Any major reorganization is defined by the responsibility to notify the LCME of the anticipated modifications. If the Faculty Council does not approve the proposed modifications, the ECC will take the issues/concerns and make appropriate revisions as necessary.

Any modifications in curriculum require ECC approval prior to implementation and include the following:

- (1) Any modifications to the Educational Program Objectives (EPOs/Core Competencies) or major modification of the curriculum
  - major modification is defined as change in course content that will affect its alignment with the EPOs or impact other clerkship, or threads - this may also include allocation of resources).
- (2) Major reorganization in the instructional/pedagogy methods
  - major implies a change in teaching methods that may affect linkage to EPOs, evaluation, and outcomes).
- (3) Major revision to the scope or type of evaluation methods (narrative, formative or summative evaluations).
- (4) Any adjustment to the duration of required clinical rotations or threads.
- (5) Modification in curriculum that requires reorganization of multiple systems within threads or clerkships.
- (6) Development of new preclinical and clinical electives.
- (7) Addition/reduction of clinical teaching sites that are not already within our existing system.
- (8) Addition/reduction of a new required clerkship, foundational science thread, program, or content.

<p>Approved by:</p> <p><u>/s/</u> Christopher Cooper, M.D. Executive VP for Clinical Affairs and Dean, College of Medicine &amp; Life Sciences</p> <p><u>May 13, 2021</u> Date</p> <p><i>Review/Revision Completed by: LCME Committee, SLT</i></p>	<p><b>Policies Superseded by This Policy:</b></p> <ul style="list-style-type: none"> <li>• 3364-81-04-011-00</li> </ul> <p>Initial effective date: 08/09/2017</p> <p>Review/Revision Date: September 28, 2020, May 13, 2021</p> <p><b>Next review date: May 13, 2024</b> (three years from most recent revision/review date)</p>
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