


Name of Policy: College of Medicine and Life Sciences: Curriculum Modification; Standards that Require Curriculum Committee Involvement			
Policy Number: 3364-81-12		Revision date: May 9, 2024	
Approving Officer: Dean, College of Medicine		Original effective date: 08/09/2017	
Responsible Agent: Assistant/Associate Deans for Foundational Science Curriculum, Senior Associate Dean for Undergraduate Medical Education			
Scope: 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 impacting the COMLS MD curriculum must be reviewed and approved by the Executive Curriculum Committee (ECC) before implementation. The ECC provides no less than yearly formal updates to the faculty through the COMLS Council.

(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 major curricular modifications. Any major reorganization is defined by the responsibility to notify the LCME of the anticipated modifications. This policy is meant to help faculty and curriculum leadership in undergraduate medical education identify the effect of changes on the curriculum.

(C) Procedure

In the event of a major curriculum reorganization, such changes will be presented and discussed at COMLS Faculty Council. The ultimate authority over the MD curriculum lies with ECC.

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

1. Any modifications to the Educational Program Objectives (EPOs) or major modifications of the curriculum. **Major modification is defined** as the change in course content that will affect its alignment with the EPOs or impact clerkships, and courses.
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 the curriculum that requires reorganization of multiple systems or clerkships.
6. Development of new preclinical and clinical electives.
7. Addition/reduction of a new required clerkship, system/content in foundational sciences, and longitudinal/parallel education program.

<p>Approved by:</p> <p>_____/s/_____ Christopher Cooper, M.D. Dean, College of Medicine & Life Sciences</p> <p>_____ Date</p> <p><i>Review/Revision Completed by:</i> Senior Associate Dean for Undergraduate Medical Education, Associate Dean for Foundational Sciences</p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none"> • 3364-81-04-011-00 <p>Initial effective date: 08/09/2017</p> <p>Review/Revision Date: September 28, 2020 May 13, 2021 May 9, 2024</p> <p>Next review date: May 10, 2027 (three years from the most recent revision/review date)</p>
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