

From: [Lounsbury, Karen M.](#)
To: [LCOM Curriculum Services](#); [LCOM Active Learning](#)
Subject: Transition for Cara Simone
Date: Friday, October 29, 2021 11:03:29 AM

Dear OME Community,

I am writing to share the news that Cara Simone, Manager of Curriculum Design and Delivery, is transitioning to a new position as Research Specialist in the Teaching Academy. We are happy for Cara and grateful that she and the Teaching Academy are supportive of a transition period for the transfer of duties. As of November 8th, Cara will contribute 50% effort to her new Teaching Academy responsibilities, while continuing to provide 50% effort to her current position, with a full transition on January 4, 2021.

Cara joined OME as the Manager of Curriculum Design on January 18, 2018, wherein she led a team of instructional designers to facilitate the LCOM transition to an active-learning curriculum. She transitioned to a new position as the Manager of Curriculum Design and Delivery in August of 2019, supervising the combined Foundations Curriculum team, which includes three curriculum coordinators and three instructional designers.

Cara's contributions are too vast to itemize, and her support for the staff, faculty and leadership, has never wavered, even in the face of uncertainties and unwelcome certainties of remote instruction. Cara has been instrumental in developing standard operating procedures for staff, assisting in the development of faculty training tools and guidelines, and ensuring accurate reports of faculty teaching credit. She is a member of the anti-racism task force and has served as a liaison to student services and COMTS, as well as a consultant for all of the level subcommittees. She is dedicated to LCOM, the active learning process, and to the mission of supporting our students throughout their medical education.

While we will greatly miss Cara as part of the Curriculum team, we are excited for this new opportunity, where she can build on her research and scholarship goals, while still contributing to medical education through her position in the Teaching Academy. We look forward to working with her on evaluation and analysis projects in the future.

Sincerely,

Karen

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