

**EAST TENNESSEE STATE UNIVERSITY  
QUILLEN COLLEGE OF MEDICINE  
Medical Student Education Committee  
Minutes  
June 18, 2013**

The Medical Student Education Committee of the Quillen College of Medicine  
met on Tuesday, June 18, 2013 at 4:15 p.m.  
in the Academic Affairs Conference Room, Stanton-Gerber Hall.

**Voting Members**

**Present:**

Ken Olive, MD  
Caroline Abercrombie, MD  
Howard Herrell, MD  
Dave Johnson, PhD  
Ramsey McGowen, PhD  
Paul Monaco, PhD  
Jessica White, M3

***Ex officio* / Non-Voting & Others**

**Present:**

Tom Kwasigroch, PhD  
Theresa Lura, MD  
Jill McCarley, MD  
Cindy Lybrand, MEd  
Cathy Peeples, MPH  
Lisa Myers, BA

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**1. Approval of Minutes**

The minutes from the 5-7-13, 5-21-13 & 6-4-13 meetings were approved as distributed.

**2. Topics**

**a. Interim Report to MSEC – [M3/M4 Review Subcommittee] Annual Review of Pediatrics Clerkship;** Todd Aiken, MD & Demetrio Macariola, MD, Clerkship Co-Directors

Dr. Jill McCarley deferred submitting recommendations to MSEC until the subcommittee gathers and reviews more information, but their initial findings regarded:

- Course directors and students citing excellent teaching, clinical experiences and the diverse patient population as strengths of the clerkship
- Concerns over instances of a high student to faculty ratio and overcrowding in some clinical locations and in a departmental meeting room
- Student feedback about the Computer-assisted Learning in Pediatrics Project (CLIPP) virtual patient cases related to demand on their time and lack of congruency

**ACTION:**

*MSEC expects a final report from the M3/M4 subcommittee at an August meeting.*

## **b. Report to MSEC – [M1/M2 Review Subcommittee]**

Dr. Johnson, Subcommittee Chair

### **Annual Review of M2 Medical Microbiology**; Russell Hayman, PhD, Course Director

#### ▪ **Observations**

- This was Dr. Hayman's third year as course director; the course is going well and is highly rated by students
- Faculty work well together and are always working to improve the course, which has incorporated a variety of content delivery methods, including clinical lectures and active and self-directed learning
- Exams are currently 50% to 80% clinical vignettes and there are plans to increase the use of this format
- 81% of students scored above the national mean on the NBME Subject Exam

#### ▪ **Recommendations**

- None; no MSEC action is needed at this time

#### **ACTION:**

*The committee accepted the M1/M2 Subcommittee's Annual Review of Microbiology report.*

### **Annual Review of M1 Cell & Tissue Biology (CTB)**; Paul Monaco, PhD, Course Director

#### ▪ **Observations**

- The course is functioning very well
- CTB and Physiology coordinate their content coverage, but Dr. Monaco feels integration was more effective when the courses were longer (before blocks)

#### ▪ **Recommendation**

- Where appropriate, increase the use of clinical vignettes in exam questions

#### **ACTION:**

*The committee accepted the M1/M2 Subcommittee's Annual Review of Cell & Tissue Biology report and approved the recommendation that the course increase use of clinical vignettes on exams; Dr. Lura offered her assistance with writing the vignettes.*

## **c. Quarterly Update to MSEC – [Outcomes Subcommittee]**

Dr. McGowen outlined the subcommittee's recent work in regard to:

- Review of the ([4-30-13](#)) program effectiveness benchmarks that look at several post-graduation outcome measures not related to a specific educational domain; each of the new benchmarks was assigned a specific review cycle
- Review and [report](#) of benchmarks scheduled for the Spring Quarter; all were met with the exception of:
  - 95% of matriculating students will complete the curriculum within 5 years  
[Result = 94.36%]
  - In order to address primary care needs of the public, QCOM graduates will obtain PGY-1 residency positions in Family Medicine, Internal Medicine, Pediatrics and OB/GYN above the annually reported national match rates for each specialty  
[Result: All specialties met the criteria this year except Pediatrics – National rate = 11.2, Quillen rate = 6.35]
  - 50% of students will score at or above the national mean on NBME Subject Exams  
[Result: All M1/M2 courses utilizing the NBME end of course subject exam met or exceeded the benchmark except Cellular & Molecular Medicine which had only 21% of students score at or above the mean of 50 and Pathology with 43%]
- Recommendation that a comprehensive review should occur for Pathology (one has already occurred for the Cellular & Molecular Medicine course)

Discussion regarded:

- Decision that the “95% of matriculating students” benchmark will remain in regard to all matriculating students and failure to meet the benchmark will initiate a review of why individual students did not complete the curriculum within 5 years
- “Address primary care needs of the public” benchmark being monitored and the data being more meaningful over the course of several years
- Consideration of potential future use of the NBME Comprehensive Basic Science Exam

**ACTION:**

*MSEC accepted the Outcome Subcommittee’s report and agreed with the recommendation that there should be a comprehensive review Pathology.*

*NBME Comprehensive Basic Science Exam will be considered further at the August 6 MSEC Retreat.*

**d. Draft Policy: Student Computer Usage during Electronically Administered Quizzes/Exams “Laptop Policy”**

Ms. Cathy Peeples

PURPOSE: This policy has been developed to address the problem of students appearing for computer administered quizzes or exams without a laptop computer that meets the specifications set forth in the QCOM Student Catalog.

POLICY (excerpt): Only those students who contact the IT Manager (Daniel McLellan) no later than the day prior to the quiz/exam for a known problem or who present their suddenly malfunctioning laptop the day of the quiz/exam (or who experience technical issues during the quiz/exam) will be provided a laptop by the College of Medicine.

Failure to adhere to this policy will result in consequences related to both the grade assigned and professionalism assessment. If a student requests use of a College of Medicine computer but failed to contact the IT Manager, their quiz/exam score will be reduced by 10 points and a Professionalism Report form will be submitted.

ACTION:

*Following discussion and revisions of the submitted draft, on a motion by Dr. Herrell and seconded by Ms. Jessica White, MSEC approved a policy regarding student computer usage during electronically administered quizzes/exams.*

*The policy will be disseminated to all students, including the Class of 2017, through various means; also, on the agenda of the next OSR meeting.*

**e. Update: Implementation of New Rehabilitation Content in Practice of Medicine**

In response to the M1/M2 Review Subcommittee’s recommendations and MSEC’s determination ([12-4-13](#)) that modifications were to be made in this course in regard to rehabilitation in the context of care for chronic diseases, it was addressed in Spring 2013 with inclusion of cardiac rehabilitation as a component of a pathophysiology case. Students were required to complete an article review for cardiac rehabilitation in advance of an Anemia case discussion. Assessment: 96% response rate to quiz question.

**f. LCME Limited Site Visit Preparation: Final Briefing Book for Standards ED - 1, 2, 46**

Members reviewed and discussed our entries and appendices in regard to:

(Noncompliance)

ED-1 The faculty of an institution that offers a medical education program must define the objectives of its program. The objectives must serve as guides for establishing curriculum content and provide the basis for evaluating the effectiveness of the program.

(In Compliance with a Need for Monitoring)

ED-2 An institution that offers a medical education program must have in place a system with central oversight to ensure that the faculty define the types of patients and clinical conditions that medical students must encounter, the appropriate clinical setting for the educational experiences, and the expected level of medical student responsibility. The faculty must monitor medical student experiences and modify them as necessary to ensure that the objectives of the medical education program are met.

(Noncompliance)

ED-46 A medical education program must collect and use a variety of outcome data, including national norms of accomplishment, to demonstrate the extent to which its educational objectives are being met.

### **3. Recent documents / topics**

*Interim Report: [M3/M4 Review Subcommittee] Annual Review of Pediatrics Clerkship*

*Reports: [M1/M2 Review Subcommittee] Annual Review of Cell & Tissue Biology and Microbiology*

*Quarterly Report: [Outcomes Subcommittee] Review of items identified for the spring quarter reporting cycle*

*Draft Policy – Student Computer Usage during Electronically Administered Quizzes/Exams - “Laptop Policy”*

*Curriculum Content & Assessment – Update re Rehabilitation in Practice of Medicine*

*Final Briefing Book for June Limited Site Visit – LCME Standards 1, 2, 46 + Appendices*

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### **4. Announcements**

*There will not be a meeting on July 2; next meeting will be on July 16, 2013.*

### **5. Adjournment**

The meeting adjourned at 5:53 p.m.