

**EAST TENNESSEE STATE UNIVERSITY
QUILLEN COLLEGE OF MEDICINE
Medical Student Education Committee
Minutes
January 11, 2011**

The Medical Student Education Committee of the Quillen College of Medicine
met on Tuesday, January 11, 2011 at 4:15 p.m.
in the Academic Affairs Conference Room, Stanton-Gerber Hall.

**Voting Members
Present:**

Ken Olive, MD
Rich Feit, MD
Dave Johnson, PhD
Forrest Lang, MD
Steve Loyd, MD
Ramsey McGowen, PhD
Paul Monaco, PhD
Dawn Tuell, MD
Jeanne Young, M-4
Dustin Price, M-3
Jamie Reagan, M-2
Jessica White, M-1

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

Howard Herrell, MD
Tom Kwasigroch, PhD
Theresa Lura, MD
Penny Smith, EdD
Doug Taylor
Cindy Lybrand, MEd
Cathy Peeples, MPH
Lisa Myers, BA

1. Approval of Minutes

The minutes from the 12-7-10 meeting were approved as distributed.

2. Topics

a. Rising M-3s' VA Medical Center Application & Training Process

Dr. Loyd – Associate Chief of Staff for Education – VAMC

- Is “the person ultimately responsible for the educational experience at our VA” and is taking the initiative, with the assistance of Cathy Peeples & Clerkship Directors, to make sure students are prepared efficiently in advance to begin their training there
- Distributed a draft of a letter that will go to rising M-3s outlining 8 chronological, multipart steps of mandatory forms, training and other requirements
- Letter also stressed professionalism, a component of which is timeliness with documentation
- Will convey to students that the education office is there to help them and wants them to have a quality educational experience
- Integration with the Transitions course and other logistics are still in progress

b. Required Clinical Skills for QCOM Students

Was revised from the 12-7-10 MSEC approved policy to reflect *endotracheal intubation* being moved from the Surgery clerkship (demonstrated on an actual patient) and listed under the Transitions to Clinical Clerkships course (demonstrated in the simulation lab)

On a motion by Dr. Monaco and seconded by Dr. Feit, the QCOM required skills list was finalized and approved.

c. QCOM Fourth Year Attendance Policy

Dr. Olive submitted a post 12-7-10 MSEC meeting version for discussion that included:

Electives

1. Students may be permitted to miss up to 25% of an elective rotation for residency interview purposes provided the following conditions are met:
 - there is an advance written request supported by documentation of the scheduled interview
 - the instructor approves of the absence
2. Students missing more than 25% of a rotation may be required to:
 - make up the time missed
 - have an alternative activity assigned by the instructor to make up for the time missed
 - withdraw from the rotation

Selectives

On selective rotations, students may miss up to two days with an excused absence without being required to make up time missed. These guidelines may apply to other circumstances (illness, personal issues) on a case by case basis. The instructor may assign an alternative activity to make up for the time missed.

Course director and MSEC-approved, this proposal will go to Dr. Bagnell to be finalized.

d. Proposal: Medical Humanities Senior Elective

Dr. Lura

In recent years, Quillen senior students have expressed an interest in Medical Humanities and review of medically-related literature, movies and documentary films. They can currently receive credit for this activity through the Keystone Course, but it is limited due to the course time frame, and there is little to no opportunity to discuss their readings with a faculty member.

Medical Humanities is now being introduced in M-1 through the Profession of Medicine course. An elective will create the opportunity for a continuing thread of medical humanities in the senior year with the added benefit of being primarily self-directed learning, allowing seniors to participate in the elective even during away interviews.

Department:	Academic Affairs
Location:	<i>Independent Study</i>
Responsible Faculty / Instructor:	Theresa F. Lura, MD
Duration:	2, 3 or 4 weeks
Maximum Students per Period:	2 initially [may consider more students per period in the future if additional interested faculty participate in elective]
Goal:	To develop a perspective on factors influencing physicians, patients and the practice of medicine through the review of a selection of the literature and media pertaining to the practice of medicine.
Objectives:	<p><i>At the conclusion of this rotation, the student should be able to:</i></p> <ul style="list-style-type: none"> • Explain influences on the practice of medicine as discovered in literature about or related to medical practice, patient perspectives • Discuss the impact of these influences on the individual physician practice, patient-centered care and the U.S. health care system • Reflect upon those influences in writing
Methods of Evaluation:	Evaluation will be dependent on successful completion of the required elements of the elective, the quality of the written reflection and the student's discussion of the information gathered through medically-related literature and media.

Discussion regarded:

- Extensive reading list; students to select a minimum of two books from the list and/or 6 videos per week
- Students submitting written reflections electronically
- Potential for Medical/English/Literature/Philosophy faculty involvement; Dr. Herrell expressed an interest in doing discussions
- Students not being permitted to enroll in this elective at the same time as another senior rotation

On a motion by Dr. McGowen and seconded by Dr. Tuell, the elective was approved and will be available immediately.

e. Clinical Shelf Exam Policy – *After further discussion and decision not to specify score thresholds, policy approved to be implemented in 2011-2012:*

Clerkships will administer the NBME Subject Examination (if available) or a similar comprehensive written examination.

This examination should comprise between 20-30% of the final clerkship grade.

Clerkships should set a minimum exam score for receipt of an A. A student who otherwise would have numerically received an A, but has a score less than the threshold score, will receive a B.

Clerkships should set a minimum score for receipt of a passing grade. A student who otherwise would have numerically received a C or higher, but has a score less than the threshold score, will receive a D. D is not a passing grade and requires remediation. If remediation is successfully completed, a grade of C* is assigned. Remediation is to be determined by the clerkship and may consist of retaking the subject exam, an oral exam administered by the clerkship director or a separate written departmental exam.

Postponed until February meeting:

- Proposed USMLE Policy (discussion began, then was withdrawn from consideration)
- Proposed Clerkship “Evaluation of Student” Form (for New Innovations)
- RPCT – “Projects” Course Alternatives
- RPCT – Impact of the First Year Curriculum on Time & Scheduling
- Submission of Course Keywords

3. Recent documents / topics {Linked or on file in Academic Affairs – contact myers@etsu.edu}

Draft: Dr. Loyd’s Letter to Rising M-3s

Required Clinical Skills for QCOM Students, FINALrev1-11

1-11 Draft: QCOM Fourth Year Attendance Policy

Proposal: Medical Humanities Senior Elective + Medical Humanities Reading List

1-11 Draft: Clinical Shelf Exam Policy

Proposal: USMLE Policy

Proposal: “Evaluation of Student” Form (for New Innovations)

Curriculum Grid – RPCT “Projects” Course (COL & POM) Alternatives

4. Announcements

The next meeting will be on February 1, 2011.

5. Adjournment

The meeting adjourned at 5:21 p.m.