



QUILLEN COLLEGE *of* MEDICINE

EAST TENNESSEE STATE UNIVERSITY

The Medical Student Education Committee of the Quillen College of Medicine met on Tuesday, March 10, 2020 in C003 of Stanton-Gerber Hall, Building 178.

Attendance

Faculty Members

Ivy Click, EdD, Chair
Caroline Abercrombie, MD
Martha Bird, MD
Thomas Ecay, PhD
Russ Hayman, PhD
Jon Jones, MD
Paul Monaco, PhD
Jason Moore, MD
Mitch Robinson, MD
Anthony Rusinol, PhD

Student Members

RJ Black, M1
Sarah Allen Ray, M2
Hunter Bratton, M4

Ex Officio Voting Members

Theresa Lura, MD
Rachel Walden, MLIS

Ex Officio Non-Voting Member

Kenneth Olive, MD, EAD

Guests

Robert Acuff, PhD
Brian Cross, PharmD
Leon Dumas, MD
Jarret Millard, M1
David Taylor, M3

Academic Affairs Staff

Lorena Burton, CAP
Mariela McCandless, MPH
Cathy Peeples, MPH

Meeting Minutes

1. Approve: Minutes from February 18, 2020 Meeting

Dr. Click opened the meeting at 3:31 p.m. and asked for comments/updates to the February 2020 meeting minutes which were distributed with the MSEC meeting reminder.

Dr. Monaco made a motion to approve the MSEC minutes as presented. Dr. Rusinol seconded the motion. MSEC approved the motion.

The MSEC minutes for February 18, 2020 were shared with MSEC members via OneDrive document storage.

Announcements:

- The second delivery of a two-part faculty development session will be delivered on April 1st. The session topic is *Students with Disabilities*. Sessions are normally recorded and made available for viewing on the College of Medicine (COM) Academic & Faculty Affairs webpage under Faculty Development & Resources/Faculty Development Resources. Note: There may be occasions when a recording is not available for a session.
- Match Day is March 20th. The event will be held in the Millennium Center, beginning at 11:00 am.
- Graduation for the COM is May 8th, in the Culp Center on the main ETSU campus. The COM graduation will begin at 2:30 pm. Faculty who wish to participate in the COM graduation ceremony will be required to wear Regalia. The last date to order Regalia is March 26th.
- Dr. Olive introduced Dr. Leon Dumas, MD, a plastic surgeon, who is a visiting faculty member for the next year. Dr. Dumas is from South Africa. He will be assisting with teaching in both Doctoring I and II, as well as assisting with simulation. We are happy to have him on board.

2. Report/Accept: 2019-2020 M1M2 Review Subcommittee Administrative Reviews

- **M1 – Lifespan Development, directed by Dr. Luis Isaza**
The course is primarily conducted on-line with two in-class meetings. The course meeting schedule is included in the Master calendar with all M1 courses. The final exam is a closed-book comprehensive exam which accounts for 75% of the final grade.

Overall student evaluations of the course have been:

2019-2020: 4.42/5.00

2018-2019: 4.08/5.00

2017-2018: 4.01/5.00

The students' evaluation of course faculty (Dr. Isaza) was: 4.65/5.00. The students appreciate Dr. Isaza's instructional approach and quick response to emails from the students.

Strengths: student enjoy the dementia simulation lab, online format and hands-on-learning.

Weakness: feedback from the course director for the on-line essays is delayed. There were comments that the first-year students were unaware of the start date of the course. Students suggested more small-group discussion sessions versus large classroom discussions. Dr. Abercrombie identified there were resources that she and/or Dr. Amadio may be able to provide to the course director that would assist with the course director's feedback to students regarding their on-line essays.

Recommendations: The course has mapped its objectives to the Institutional Educational Objectives, but has not yet completed mapping of the session events (to include objectives, instruction, assessment, USMLE and PLUS list ties). The course director will need time commitment and staff support in completing this effort.

MSEC voted to accept the 2019-2020 M1/M2 Review Subcommittee Administrative Review of Lifespan as presented.

- **M1 – Human Gross Anatomy & Embryology, directed by Dr. Tom Kwasigroch**
The course continues to be a strong course in terms of student satisfaction. The course director consistently responds to both student and MSEC recommendations identified in previous reviews, i.e., the number of faculty for the laboratory sessions has been increased, the video quality of didactic presentations has been improved with coordinated class notes, the daily quizzes contain NBME style questions, and academic calendar changes that have interfered with the published schedule of the course have been limited.

All but two (2) students passed the course with one (1) failing the course and another receiving an incomplete grade. The percent of the class who scored above the NBME national mean was lower (50.7%) compared with the average over the previous two (2) years ~72% above the national mean. The M1/M2 Review Subcommittee, given historical class-to-class variation in NBME subject exam scores, believe this to be an unlikely significant issue. The course director request the M1 class schedule to be cleared the day before the course NBME subject exam.

Overall student evaluations of the course have been:

2019-2020: 4.50/5.00

2018-2019: 4.56/5.00

2017-2018: 4.57/5.00

The students' evaluation of course faculty averaged: 4.05/5.00. The faculty continue to refine the flipped classroom mode of delivery. There is a historical and continuing strong emphasis in the course on professional development and teamwork. Some students desire more individual feedback from course faculty during the course, as well as more time and material preparation for the course NBME subject exam.

Strengths: use of dissection and technology in teaching; skilled and highly committed course director with an accurate view of course strengths and weaknesses; skilled and motivated faculty and support staff; excellent guest instructors; high quality team-based instruction; and emphasis on professionalism.

Weakness: technical issues with videos; using Virtual Reality in class sessions may require tweaking; student access to tutoring; renal physiology content on NBME subject shelf exam; students reported a need to increase consistency between instructors in some instances; course needs a neurologist; and additional time before the course NBME subject exam is needed.

Recommendations: The course has mapped its objectives to the Institutional Educational Objectives and in 2015-2016 completed mapping of the session events (to include objectives, instruction, assessment, USMLE and PLUS list ties). There has been no updates to the session level mapping since that time. The course director will need time commitment and staff support in completing this effort.

Dr. Jones noted that the M3 students coming into the Surgery Clerkship need to be able to review the basics of the Anatomy course as they are not easily recalling the Anatomy learned in the M1 year with the clinical relevance/application in the M3 year.

Dr. Abercrombie noted that there has been recent, reestablished relationships with the clerkships that allow the students to refresh their Anatomy training. There are also two (2) new courses in the Neuroscience course that revisit the student's Anatomy training. There are other courses/components in the COM curriculum that need to be included and provide both students and residents a refresher of their Anatomy training received in the M1 year.

MSEC discussed the placement of the Anatomy refreshers and the virtual training that is available to the students. It was noted that the clerkship students do have access to the Anatomy course videos on D2L (the D2L course is kept open for four (4) years). Dr. Click asked that Dr. Abercrombie followed up with the Clerkship Directors regarding available Anatomy training/refreshers available to the clerkship students.

MSEC voted to accept the 2019-2020 M1/M2 Review Subcommittee Administrative Review of Human Gross Anatomy & Embryology as presented.

The presented Administrative reviews are shared with MSEC members via OneDrive document storage.

3. Approve: Clerkship Required Procedures List

Cathy Peebles presented the proposed *2020-2021 Clerkship Required Procedures List* approved by the Clerkship Directors. Changes to the *Required Procedures List* include additions for the Surgery Clerkship to include inpatient/outpatient assist or perform responsibilities recommended in COM Thread recommendations and a change in wording for one of the requirements for the Transition to Clinical Clerkships.

- Nutrition services – Surgery Clerkship
- Pain Management and Substance Use Disorder – Surgery Clerkship
- Quality Improvement/Patient Safety – Surgery Clerkship
- Rehabilitation – Surgery Clerkship
- Transition of Care – Surgery Clerkship
- Sterile Foley Catheter Insertion – Transition to Clinical Clerkships
- Knot Tying has been removed as it is covered in the Surgery Clerkship rotations – Transition to Clinical Clerkships

The universal QCOM requirements, also identified for completion with a specific clerkship, are now housed under the clerkship lists. There continues to be QCOM specific requirements, not specific to any clerkship that the students may complete as they become available in the M3 academic year.

Dr. Olive complimented the Dr. Sheffey and Dr. Browder for adding required procedures recommended in the COM Thread reports to courses and clerkships.

Dr. Abercrombie made a motion to approve the 2020-2021 Clerkship Required Procedures List as presented. Dr. Jones seconded the motion. MSEC approved the motion. There was one (1) abstention vote.

The 2020-2021 Clerkship Required Procedures List is shared with MSEC members via OneDrive document storage.

4. Approve: 2020-2021 Doctoring III Course Components

Dr. Olive introduced the proposed 2020-2021 Doctoring III Course components that will be housed under the Doctoring III Course D2L site. These will be effective with the 2020-2021 academic year. The Doctoring III syllabus will merge the goals and objectives of the components into one (1) syllabus for the students. The individual components will be evaluated by the students at the completion of each component, with a short summary evaluation of the overall course at the conclusion of the academic year. The student's final grade for the Doctoring III Course will be issued when all component requirements are satisfactorily completed by the student. The proposal to house the components under one umbrella follows earlier action taken by MSEC for the Doctoring I and Doctoring II Course components. Both Banner and D2L will identify the course number as CSKL 3360 (originally setup as CSKL 3350).

- Career Exploration III
- M3 OSCE
- Portfolios
- Seminar Sessions
- Transition to Clinical Clerkships

Dr. Olive and Dr. Abercrombie noted that by discussing the merging of the components with Dr. Browder he was able to identify that the knot tying session was a skill covered in the Surgery Clerkship rotations and removing it from the Transition to Clinical Clerkships course opened up room to reintroduce a discussion on Harassment with the students.

Portfolios will be administratively housed on the Doctoring III D2L, but are not a requirement for completing Doctoring III. Dr. Olive noted that Portfolio completion is an M4 graduation requirement (completion due December of the M4 year), but it is introduced to the students at the beginning of the M3 year. Many of the away rotations completed by the M4 students provide richer experiences for the M4 students as they complete their Portfolio narrative reflections. Maintaining the Portfolios in an M3 D2L site provides students will access to the materials through their M3 and M4 year.

Dr. Moore commented that the Doctoring III course might be a location to house review of basic science content, i.e. Seminar Sessions, added review sessions.

Dr. Rusinol made a motion to approve the components and structure proposed for the 2020-2021 Doctoring III Course with an update to the course's credit hours from one (1) to two (2). Dr. Moore seconded the motion. MSEC approved the motion. There was one (1) abstention vote.

5. Report/Discussion: Liaison Committee on Medical Education (LCME) Letter of Findings Dated February 25, 2020

Dr. Olive presented and asked for MSEC discussion of the LCME Letter of Findings specific to:

- Standard 7: Curricular Content
 - Element 7.1 Biomedical Behavior, Social Sciences – Satisfactory with a need for monitoring

- Standard 8: Curricular Management, Evaluation, and Enhancement
 - Element 8.1 Curricular Management – Unsatisfactory
 - Element 8.2 Use of Medical Educational Program Objectives – Unsatisfactory
 - Element 8.3 Curricular Design, Review, Revision/Content Monitoring – Unsatisfactory
 - Element 8.4 Program Evaluation – Unsatisfactory
 - Element 8.5 Medical Student Feedback – Satisfactory with a need for monitoring

- Standard 9: Teaching, Supervision, Assessment, and Student and Patient Safety
 - 9.8 Fair and Timely Summative Assessment – Satisfactory with a need for monitoring

There were additional Standards and Elements identified in the LCME Letter of Findings which will require written responses to LCME by December 2020; but MSEC was asked to focus their discussion to those identified above. Dr. Olive noted that a telephone call with two of LCME's representatives (AAMC and AMA) will be conducted on Thursday, March 12th to clarify questions we have before submitting our written responses. The clarifications will be shared with MSEC in a future meeting.

MSEC discussion/questions included:

- Standard 7: Element 7.1 – response is needed for all courses or those identified in the LCME draft report.
- Standard 8: Elements 8.1 and 8.2 – level of expected linkage to be identified – inclusion of assessments – if considering new curriculum management software – how is this identified and what happens in between.
- Standard 8: Element 8.3 – effectiveness – linkage of courses – survey students to include all students or certain classes – identification of planned change in curriculum sufficient or small immediate changes need to be identified – processes describing what we have and how we integrate should be included – communicating student awareness.
- Standard 8: Element 8.4 – Outcome measures – systematic approach – Phase reporting is new to us – do we need to increase frequency.
- Standard 8: Element 8.5 – more proactive communication to students (past, present, future) via You Said-We Said document, Student Town Halls, MSEC student member responsibilities, MSEC faculty member responsibilities, AERC representatives for Preclerkship/Clinical phases, course meetings with student class officers, Dean Updates, Dean-Administration-Student lunch sessions, extraction of MSEC actions versus full minutes distribution, creation of Phase subcommittee or change charge of present Subcommittees to include phases.

The LCME Letter of Findings is shared with MSEC members via OneDrive document storage.

The MSEC meeting adjourned at 4:54 p.m. The Working Groups were given the additional time to meet and conduct on-going discussions in preparation of their reports due to MSEC on March 17, 2020. Meeting space was secured for their use.

MSEC Meeting Documents

MSEC Members have access to the meeting documents identified above through the shared OneDrive document storage option made available with their ETSU Email account and login.

If you are unable to access the One Drive link or have not set up your OneDrive contact: Matthew Carroll, Instructional Design and Technology Manager at: carrollmo@etsu.edu. Telephone contact is: 423-439-2407.

MSEC Meeting Dates 2019-2020: * NOT the 3rd Tuesday of the month

March 17, 2020 – 3:30 - 6:00 pm – C000

April 21, 2020 - 3:30 - 6:00 pm – C000

May 19, 2020 **Retreat** - 11:30 am – 5:00 pm – C003

June 16, 2020 – 1:30 - 3:00 pm – C003

June 16, 2020 – **Annual Meeting** 3:30-5:00 pm – Lg. Auditorium

MSEC Meeting Dates 2020-2021: * NOT the 3rd Tuesday of the month

July 21, 2020 – 3:30-6:00 pm - TBD

August 18 – 3:30-6:00 pm - TBD

September 15 – 3:30-6:00 pm - TBD

October 20 – **Retreat** – 11:30 am-5:00 pm - TBD

November 10 – 3:30-6:00 pm* - TBD

December 15 – 3:30-6:00 pm - TBD

January 19, 2021 **Retreat** – 11:30 am-5:00 pm - TBD

February 16 – 3:30-6:00 pm - TBD

March 16 – 3:30-6:00 pm - TBD

April 20 – 3:30-6:00 pm - TBD

May 18 – 3:30-6:00 pm - TBD

June 15 – **Retreat** 11:30 am-3:00 pm – TBD

June 15 - **Annual Meeting** - 3:30-5:00 pm – Lg. Auditorium