



**QUILLEN**  
**COLLEGE of MEDICINE**

**EAST TENNESSEE STATE UNIVERSITY**

The Medical Student Education Committee of the Quillen College of Medicine met on Tuesday, March 17, 2020, in the large auditorium of Stanton Gerber Hall, Building 178.

**Attendance**

**Faculty Members**

Ivy Click, EdD, Chair  
Caroline Abercrombie, MD  
Martha Bird, MD  
Russell Hayman, MD  
Jon Jones, MD  
Jason Moore, MD  
Mark Ransom, MD  
Antonio Rusinol, PhD  
Robert Schoborg, PhD

**Student Members**

Hunter Bratton, M4  
Erin Lutz Bailey, M3  
R J Black, M1

**Ex Officio Voting Members**

Tom Kwasigroch, PhD  
Theresa Lura, MD  
Rachel Walden, MLIS

**Ex Officio Non-Voting Member**

Ken Olive, MD, EAD

**Guests**

William Block, MD, Dean COM  
Amy Johnson, PhD  
James Denham, MD  
Jessica Murphy, MD

**Academic Affairs Staff**

Lorena Burton, CAP  
Skylar Moore, BSPH  
Mariela McCandless, MPH  
Cathy Peeples, MPH

**Meeting Minutes**

**1. Approve: Minutes from March 10, 2020 Meeting**

Dr. Click opened the meeting at 3:30 p.m. and asked for comments/updates to the March 10, 2020 meeting minutes which were distributed with the MSEC meeting reminder.

Dr. Moore made a motion to approve the MSEC minutes as presented. Dr. Abercrombie seconded the motion. MSEC approved the motion.

## **Announcements:**

- The original agenda for this meeting was to be presentation of working group reports, but under current circumstances due to COVID 19, it was decided that the reports be deferred to the April 21, 2020 meeting. The reports will be sent to MSEC a couple of weeks in advance for review.
- Graduation is set to take place as scheduled, however, that plan could change based on CDC recommendations. Dr. Click reminded MSEC that the order of Regalia has a deadline of March 26th for those faculty planning to attend and participate in the graduation activities.

*The MSEC minutes for March 10, 2020 were shared with MSEC Members via OneDrive document storage.*

- 1. Discussion** Dr. Click turned the meeting over to Dr. Block for an update on curriculum and content delivery to the students.
  - Content has been converted to online delivery, which will begin tomorrow on March 18, 2020 for first year students.
  - Second year students will finish courses tomorrow and exams will be waived so students can leave campus for social isolation.
  - Third year students were removed from clerkships per AAMC recommendations and students will complete the six- and eight-week rotations using online content.
  - Fourth year students will complete selective and electives using online content, including delivery of the Keystone course.
  - Use of regular Zoom accounts for patient interaction is not allowed. HIPAA has compliant Zoom accounts that can be requested through Lindsay Daniel, ETSU HIPAA Compliance Officer.

Dr. Block further discussed the COVID-19 testing center at the Clinical Education Building (CEB) 1 parking lot where people could call a hotline if they experienced symptoms and be tested from their vehicle. The hotline has been experiencing a large volume of calls.

## **2. Report/Accept: Outcomes Subcommittee Quarterly Report**

Dr. Denham presented the quarterly Outcomes Subcommittee report. Two (2) measures were met - Knowledge for Practice I and Patient Care I. It was noted that there was one student who did fail the Gross Anatomy & Embryology course based on their NBME score.

Three (3) measures had mixed data – Program Benchmark I, Knowledge for Practice 2, and Knowledge for Practice/Knowledge for Practice 5\*. The Neuroscience course did not meet the Program Benchmark I with a satisfaction rate of 2.60, and Knowledge for Practice 2 with 39.19%. The Biochemistry course did not meet the Knowledge for Practice 5\* with 11.11%.

The Outcomes Subcommittee recommends:

- A comprehensive review of the Neuroscience course focusing on sequencing, content changes, previous year content, scheduling clinical presenters, faculty content experts,

sufficient content resources, number of faculty teaching, individual faculty evaluations, and AY 2020-2021 planned changes.

- Monitoring of the Biochemistry course NBME exam scores.

**MSEC voted to accept the Outcomes Subcommittee Quarterly report as presented, conditioned upon confirmation of the Biochemistry metric reported.**

*The presented Outcomes Subcommittee Quarterly report is shared with MSEC Members via OneDrive document storage.*

### **3. Approve: Elective and Selective Application for Pediatric Critical Care**

Cathy Peeples introduced the Pediatric Critical Care Selective that has not been used for a couple of years, but recently updated the selective and is now submitting for approval under Dr. Joshua Henry as the responsible course director. The goal of the selective is to have students gain an understanding of the evaluation, diagnosis and treatment of critically ill pediatric patients. The course has identified its learning objectives and their tie to EPAs/Institutional Educational Objectives. Student are expected to spend 45 hours per week in the selective duties to include night shifts or weekend days on a case-by-case basis.

**Dr. Abercrombie made a motion to approve the Pediatric Critical Care Selective as presented. Dr. Moore seconded the motion. MSEC approved the motion.**

*The Selective for Pediatric Critical Care is shared with MSEC members via OneDrive document storage.*

### **4. Report/Discussion: Coronavirus Resources**

**Amy Johnson from the Center for Teaching Excellence**, in conjunction with Academic Technology Support (ATS), presented to MSEC training, available resources and its assistance to faculty that will enable them to quickly move their courses online. The presentation included:

- Website is etsu.edu/teaching and information is focused on moving instruction to remote delivery. Zoom sessions are being offered to address questions about instruction. Synchronous webinars are also available through ATS.
- It is suggested that faculty adopt asynchronous delivery of courses as much as possible as internet speed is unknown since a host of schools are using Zoom during this time.
- Recording synchronous sessions for students who cannot be online at a specified time was also suggested.
- Audio transcript is beneficial for accessibility issues. Website has linked resources to Disability Services for information regarding student accommodations.
- Avoid using third party clients in favor of ETSU resources as the ITS helpdesk will not assist students with issues for software the university does not provide.
- Faculty may need to provide students with new syllabus and/or an orientation to new course delivery.
- Comcast and Charter both offering free internet service for students during this time.

- Providing a Zoom training session tomorrow, March 18, 2020 at 3:30 in Stanton-Gerber Hall large auditorium for any faculty/staff wishing to attend.

**Rachel Walden, from the COM Department of Resources** presented to MSEC changes in the COM library access related to COVID 19.

- Library services and biomedical communication services are still available even though people are being transitioned to work from home.
- The front door of the library has been locked but the basement is still offering 24/7 access by card swipe for authorized users to limit visitors to medical, pharmacy and physical therapy people and not general public. Contact Rachel if card swipe does not work.
- Users must authenticate identity to access the online library off campus to look at books, journals and databases.
- There is an icon for “Ask the Librarian” to access an online form that is monitored Monday through Friday for questions.
- Website news feed has been updated with a list of library employee contacts for specific help. Matthew Carroll is offering Zoom training and Sylvester Renner can help with some basic web assistance such as uploading files.
- Dr. Daniels, Academic Advisor, will continue to meet with students either by phone or Zoom.
- The Sherrod Library continues to remain open (with limitation to the first floor) for students needing a place for WiFi and/or Internet access.

MSEC discussion/questions included:

- Cancellation of Match Day. Students will be emailed match results. Three (3) students did not match, but that was not unexpected.
- Caduceus banquet has also been cancelled but awards will still be given out. Award recipients will be notified by email.
- Reminder that NBME exams will be waived unless a student has failed a course and the NBME results could have allowed them to pass the course. In this situation arrangements will be made to give the exam to the individual student at a later time.
- Pharmacology exam will be given tomorrow, March 18, 2020.
- Dr. Abercrombie is examining creative ways to employ the OSCE through online administration for the M3 students at the end of transition week as well as patient interviewing using Zoom.
- All 3<sup>rd</sup> and 4<sup>th</sup> year clerkships have been suspended and students have been pulled from rotations.
- There is probability of no visiting students during the summer given current circumstances of COVID-19.
- Current 3<sup>rd</sup> year students will have to finish clinical rotation period before rising 3<sup>rd</sup> years begin their clinical rotations. This could impact schedule across the board for the students.
- Step I and Step2 testing centers are closing for a month potentially precluding rising 3<sup>rd</sup> year students’ completion of Step I prior to beginning third year depending on 3<sup>rd</sup> year start date.

- Clerkship goal is to state that current 3rd year students have met the educational objectives and completed an abbreviated clerkship period and will resume their remaining six-or eight- week rotation at a later date. It may be feasible to have students complete the aspects of the M3 OSCE individually.
- Vouchers have been purchased for all second-year students to complete the Comprehensive Basic Science Self-Assessment from home.
- Tegrity will not be used at the university after June but there has been no mention of a replacement at this point.
- There has been no official word yet regarding social distancing for employees but it is expected that official word on transition to working from home will come soon.
- In the event of stay at home restrictions, Zoom meetings may be employed for MSEC. If a quorum is not present, electronic voting could be used.
- Biomedical graduate students will be going to online courses as well except for lab and guidance has not been issued for that.

The MSEC meeting adjourned at 4:45 p.m.

---

### 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](mailto:carrollmo@etsu.edu). Telephone contact is: 423-439-2407.**

#### **MSEC Meeting Dates 2019-2020: \* NOT the 3<sup>rd</sup> Tuesday of the month**

April 21, 2020 - 3:30 - 6:00 pm – ZOOM Meeting  
 May 19, 2020 **Retreat** - 12:30 am – 5:00 pm – ZOOM Meeting  
 June 16, 2020 – 1:30 - 3:00 pm – Deliver of meeting TBD  
 June 16, 2020 – **Annual Meeting** 3:30-5:00 pm – TBD

#### **MSEC Meeting Dates 2020-2021: \* NOT the 3<sup>rd</sup> 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