



**Wexner
Medical
Center**

**The Ohio State University College of
Medicine**

Academic Program Committee

Meeting Minutes

Date: 1/22/13

Location: 234 Meiling

| | | |
|-------------------------------------|----------------|---------|
| Presiding Chair: Doug Danforth | Call to order: | 5:00 pm |
| Minutes recorded by: Casey Leitwein | Adjourned: | 6:30 pm |

Member attendance

| Name | Role | Present |
|---------------------|---|----------------|
| Diana Bahner | LP Program Manager | X |
| Jose Bazan | Host Defense Block Leader | X |
| Udayan Bhatt | GI/Renal Associate Block Leader | |
| Georgia Bishop | Neuro Block Leader | X |
| Julie Bishop | Bone & Muscle Block Leader | |
| Ryan Blackwell | Med 2 Student Council Representative | X |
| Jennifer Burgoon | Bone & Muscle Associate Block Leader | |
| Victoria Cannon | Associate Director Medical Education | X |
| Beth Christian | Host Defense Associate Block Leader | |
| Dan Clinchot | Vice Dean for Education | |
| James Collen | Med 3 Student Council Representative | X |
| Shauna Collins | Med 2 Student Council Representative | X |
| Camilla Curren | LG Program Director | |
| Doug Danforth | LSI Part One Program Director | X |
| John Davis | Associate Dean for Medical Education | X |
| Ann Dietrich | LP Program Director | |
| David Ellis | Med 2 Student Council Representative | X |
| Samantha Ellwood | LG Program Coordinator | X |
| Mary Beth Fontana | Cardiopulmonary Block Leader | X |
| Eric Fox | Associate Director Education Technology | X |
| Carla Granger | Associate Director Medical Education | |
| Charles Hitchcock | Foundations Block Leader | X |
| Michael Horgan | E&A Program Coordinator (OSCE) | X |
| Raheela Khawaja | Endo/Repro Associate Block Leader | X |
| Jack Kopechek | E Portfolio Program Director | X |
| Rada Kuperschmidt | Projects Program Coordinator | X |
| Cynthia Ledford | Assistant Dean Evaluation & Assessment | |
| Casey Leitwein | LSI Part One Program Manager | X |
| David Lindsey | LSI Part One Associate Program Director | |
| Joanne Lynn | Associate Dean for Student Life | |
| Francisco Magana | Med 1 Student Council Representative | X |
| John Mahan | Assistant Dean Faculty Development | |
| Angela Miles | Building Foundations Program Coordinator (year 1) | X |
| Sheryl Pfeil | GI/Renal Block Leader | X |
| Doug Post | Assistant Dean Practice Based Learning | X |
| Adam Quick | Neuro Associate Block Leader | X |
| Emily Rismiller | Building Foundations Program Coordinator (year 2) | X |
| Troy Schaffernocker | Cardiopulmonary Associate Block Leader | |
| Jonathan Schaffir | Endo/Repro Block Leader | X |
| Bradley Schnedl | Med 3 Student Council Representative | |
| Marisa Scholl | E&A Program Coordinator | X |
| Kevin Stringfellow | Evaluation & Assessment Program Manager | X |
| Bradley Watkins | E-Portfolio Program Coordinator | |
| Judith Westman | Assistant Dean Foundational Science | |
| Jeffrey Yu | Med 1 Student Council Representative | X |
| Blake Zimmers | E&A Program Coordinator | X |

LSI Part One Academic Program Committee Minutes

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|---|
| Additional Attendees: |
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| Agenda Items |
| Item 1, Approval of minutes |
| Item 2, Announcements |
| Item 3, Final Part One Evaluation Draft |
| Item 4, Advanced Competencies/Electives |
| Item 5, Block Updates |
| Item 6, Student Feedback |

Item 1, Approval of last meeting's minutes

Presenter: Dr. Doug Danforth

Discussion

1. The meeting minutes from December 4, 2013 were reviewed by the committee and approved.

Item 2, Announcements

Presenter: Dr. Doug Danforth

Discussion

1. Dr. Danforth made the following announcements to the committee:
 - a. Block leaders should instruct faculty to name articulate modules according to the title given on the calendar for the block.
 - b. Minor edits in Learning Objectives need to be approved by Dr. Westman before being entered into VITALS. Any substantial changes in Learning Objectives need approval by CITL/ECC.
 - c. Normal lab values should be consistent and given to the students for exams either in the body of the question or as a button in ExamSoft.

Item 3, Final Part One Evaluation Draft

Presenter: Dr. Doug Danforth

Discussion

1. The draft for the Final Part One Evaluation was not ready to be distributed to the committee.
2. The students suggested the evaluation be required to complete for the first Ground School as the response rate will likely be poor during Step 1 preparation.

Action Items

1. Dr. Ledford and Dr. Danforth will meet to collaborate on the draft evaluation to bring forth to a future APC meeting.

Item 4, Advanced Competencies/Electives

Presenter: Dr. Nick Kman

LSI Part One Academic Program Committee Minutes

1. Dr. Nick Kman presented on the Part Two Advanced Competencies/Electives.
2. The Advanced Competencies/Electives occurs in Part Two but satisfies a Part Three requirement.
3. To accommodate the large class this year Part Two will start on May 5, 2014 and next year Part Two will start on May 25, 2015.
4. The current med 1's will have a 3 week break after Step 1 in which they can choose a 3 week advanced competency/elective which will in turn give them an extra month during Part Three of flex time. That time can be used for vacation or interviewing.
5. Please see attached document.

Item 5, Block Updates

Presenter: Block Leaders

1. The anatomy sessions are primarily scheduled for the first weeks of the Neuro block this year in response to student feedback..
2. The Host Defense midterm average was 81.5%. The final will consist of approximately 70% post midterm material, 20% pre-midterm material and 10% comprehensive material from all blocks.
3. The Integrations and Guided Board Prep block score contributes to the Part One grade. There are comprehensive exams scheduled for every Friday of the block.

Item 6, Student Feedback

Presenter: Student Representatives

Med 1:

1. There was a delay in receiving anatomy practical grades and Honors and LOC before winter break.
2. The students felt like the T.A.'s have not been present during the anatomy sessions in Neuro.
3. The anatomy lectures during Neuro are difficult to follow because they are mostly pictures.
4. Students expressed concerns from some classmates on the content of the CHE lecture. Not all students shared the same concerns about this presentation.

Action Items

1. The program will look at releasing scores by Thursday afternoon of assessment week as a goal. Honors and LOC are generally done before the next block ends.
2. Dr. Bishop will look into the T.A. issue.
3. We will use TLM and faculty evaluation feedback to guide faculty development as always.
4. The program will use the CHE lecture feedback for a faculty development opportunity.

Med 2:

1. The students were concerned that there were several questions dropped on the Host Defense midterm and what that might mean for the material they had learned. Several faculty explained the process for dropping questions on an exam and the consequences of that.
2. The students suggested moving Exploration Week 3 to after Host Defense and before the Integrations and Guided Board Prep Block. Some components of the IGBP (eg. urine tox

LSI Part One Academic Program Committee Minutes

screens, badge pictures, etc) could be moved into that week but moving Exploration Week would be difficult.

3. Students asked about the status of the discussion on the OSCE grading rubrics. Similarly, students asked about status of the discussion on the grading approach for LG and LP. Both issues are still under discussion.
4. The students asked what would happen if a student left for the entire CFR Block. Dr. Davis stated that that would demonstrate a lack of professional behavior and students would fail the block.

Action Items

1. Dr. Danforth will look into the logistics of moving an Exploration Week but it should be noted that there are many difficulties to this suggestion such as what to do with the remediating students.
2. Dr. Danforth will meet with Dr. Ledford to discuss the OSCE grading rubrics and grading for LG and LP. Any changes to these items will require CITL/ECC approval..



**Wexner
Medical
Center**

**The Ohio State University College of
Medicine**

Academic Program Committee

Meeting Minutes

Date: 2/26/14

Location: 234 Meiling

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|-------------------------------------|----------------|---------|
| Presiding Chair: Doug Danforth | Call to order: | 5:00 pm |
| Minutes recorded by: Casey Leitwein | Adjourned: | 6:20 pm |

Member attendance

| Name | Role | Present |
|---------------------|---|----------------|
| Diana Bahner | LP Program Manager | X |
| Jose Bazan | Host Defense Block Leader | X |
| Udayan Bhatt | GI/Renal Associate Block Leader | X |
| Georgia Bishop | Neuro Block Leader | X |
| Julie Bishop | Bone & Muscle Block Leader | |
| Ryan Blackwell | Med 2 Student Council Representative | X |
| Jennifer Burgoon | Bone & Muscle Associate Block Leader | |
| Victoria Cannon | Associate Director Medical Education | X |
| Beth Christian | Host Defense Associate Block Leader | |
| Dan Clinchot | Vice Dean for Education | |
| James Collen | Med 3 Student Council Representative | X |
| Shauna Collins | Med 2 Student Council Representative | X |
| Camilla Curren | LG Program Director | X |
| Doug Danforth | LSI Part One Program Director | X |
| John Davis | Associate Dean for Medical Education | X |
| Ann Dietrich | LP Program Director | |
| David Ellis | Med 2 Student Council Representative | X |
| Samantha Ellwood | LG Program Coordinator | X |
| Mary Beth Fontana | Cardiopulmonary Block Leader | X |
| Eric Fox | Associate Director Education Technology | X |
| Carla Granger | Associate Director Medical Education | |
| Charles Hitchcock | Foundations Block Leader | X |
| Michael Horgan | E&A Program Coordinator (OSCE) | X |
| Raheela Khawaja | Endo/Repro Associate Block Leader | |
| Jack Kopechek | E Portfolio Program Director | X |
| Rada Kuperschmidt | Projects Program Coordinator | X |
| Cynthia Ledford | Assistant Dean Evaluation & Assessment | X |
| Casey Leitwein | LSI Part One Program Manager | X |
| David Lindsey | LSI Part One Associate Program Director | X |
| Joanne Lynn | Associate Dean for Student Life | |
| Francisco Magana | Med 1 Student Council Representative | X |
| John Mahan | Assistant Dean Faculty Development | X |
| Angela Miles | Building Foundations Program Coordinator (year 1) | |
| Sheryl Pfeil | GI/Renal Block Leader | X |
| Doug Post | Assistant Dean Practice Based Learning | |
| Adam Quick | Neuro Associate Block Leader | X |
| Emily Rismiller | Building Foundations Program Coordinator (year 2) | X |
| Troy Schaffernocker | Cardiopulmonary Associate Block Leader | X |
| Jonathan Schaffir | Endo/Repro Block Leader | X |
| Bradley Schnedl | Med 3 Student Council Representative | |
| Marisa Scholl | E&A Program Coordinator | X |
| Kevin Stringfellow | Evaluation & Assessment Program Manager | X |
| Bradley Watkins | E-Portfolio Program Coordinator | |
| Judith Westman | Assistant Dean Foundational Science | X |
| Jeffrey Yu | Med 1 Student Council Representative | X |
| Blake Zimmers | E&A Program Coordinator | X |

LSI Part One Academic Program Committee Minutes

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| Additional Attendees: Beth Liston, Todd Isler |
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| Agenda Items |
| Item 1, Approval of minutes |
| Item 2, Old Business |
| Item 3, LSI Awards |
| Item 4, Final Part One Evaluation Draft |
| Item 5, Host Defense Scoring Update |
| Item 6, Block Updates |
| Item 7, Student Feedback |

Item 1, Approval of last meeting's minutes

Presenter: Dr. Doug Danforth

Discussion

1. The meeting minutes from December 4, 2013 were reviewed by the committee and approved with one correction.

Item 2, Old Business

Presenter: Dr. Doug Danforth

Discussion

1. Dr. Danforth reviewed old business with the committee:
 - a. Selected Integrations and Board Prep Block requirements (ID badges, mask fitting, etc.) were moved earlier in the block per the request of the students. There is a possibility that these sessions will be moved to Exploration Week 3 next year.
 - b. Expanded OSCE instructions were sent out prior to the exam. The administration will not send out the faculty checklists for the OSCEs.
 - c. The university is working on piloting several programs that may be adopted. A new Turning Point App was used for TBL sessions with great success.
 - d. Anatomy dissections will be moved to the mornings exclusively.
 - e. The behavioral anchors for LG/LP will continue to be used but it is a very small portion of the grade. The administration will be looking at the percentages that preceptors use. The students suggested that the wording of the grading should be altered and perhaps graded on participation.

Item 3, LSI Awards

Presenter: Dr. Beth Liston

Discussion

1. Dr. Liston presented on the LSI awards which will be awarded during the Clinician Ceremony.
2. The awards chart is attached to these minutes.

LSI Part One Academic Program Committee Minutes

Item 4, Final Part One Evaluation Draft

Presenter: Dr. Doug Danforth

1. There is no draft to present to the committee yet but it has been discussed at CITL.
2. The actual evaluation will be distributed during the first ground school.

Action Items

The draft evaluation will be brought to the next APC meeting.

Item 5, Part One Grading

Presenter: Doug Danforth

1. The project grades will be included in the Part One grade. Health Coaching will be 2.5 points, Community Health Education will be 2.5 points, HSIQ will not be included as it is assessed during the blocks.
2. Students will be eligible for Honors and Letters of Commendation in projects.

Item 6, Host Defense Scoring Update

Presenter: Kevin Stringfellow

1. The average on the midterm was 86.42% and the average on the final was 86.57%.
2. The mid-term was challenging due to the amount of material to cover.
3. The second half of the block slowed down and was more integrated.

Item 7, Block Updates

Presenter: Block Leaders

Cardiopulmonary:

1. There were adjustments made to the sequencing.
2. More anatomy prosection reviews were added throughout the block based on feedback from last year's class.
3. The physiology simulation sessions were piloted last year and were a huge success. As such there is more support for the sessions this year so all students can participate.
4. Anatomy table round cases will be given to the students prior to the sessions based on feedback from last year's class.

Integrations & Guided Board Prep:

1. The sessions were not well attended but they are recorded and available for next year.
2. The fellow led sessions had approximately 40 students attend.
3. Next year the faculty may have offices hours and possibly a Wiki.
4. There was a comprehensive basic science exam on the first day of the block and the LSI student performance was comparable to the previous class.
5. The USLME practice exam will be given at the end of the block.

LSI Part One Academic Program Committee Minutes

Neuro:

1. The block made positive changes based on student feedback that has allowed the block to run smoother.
2. The midterm exam average was 82%.
3. Anatomy TA availability continues to be an issue.

Item 8, Student Feedback

Presenter: Student Representatives

Med 1:

1. The integration of eLearning modules in Neuro is well received.
2. There were some discrepancies in the pharmacology eLearning modules, such as too many tables, not enough emphasis on mechanisms and they could have been trimmed down.
3. The case based reviews are very good.
4. The time allotted for eLearning modules on VITALS continues to be an issue.
5. The students have requested that the lecturers use the mouse during lecture instead of the pointer to capture it on the recordings. They also requested the lecturers repeat audience questions for the podcasters.
6. When lecturers do not show up to lecture, students should email lectures.osumc.edu to alert them of the situation.
7. The students were concerned about the timing for ePortfolio coach meetings prior to spring break. The meetings are scheduled from 10-6 pm. The student handbook indicates that students should not schedule things until after 7 pm for exams and coach meetings.

Med 2:

1. The students in general, do not understand the magnitude of a competency failure and wondered if it will be mentioned on the MSPE.
 - a. Dr. Davis responded and said that it will not show up on the MSPE.
 - b. Dr. Lindsey responded by telling the students that deadlines will always be in a busy clinician's life.
2. A focused physical exam is done in each block however the LG facilitators may not know the physical exam for each organ system. The students suggested bringing in residents to demonstrate or using videos.
3. Dr. Bazan's review lecture was well received.



Wexner Medical Center

The Ohio State University College of
Medicine

Academic Program Committee

Meeting Minutes

Date: 4/23/14

Location: 234 Meiling

Presiding Chair: Doug Danforth

Call to order:

5:00 pm

Minutes recorded by: Casey Leitwein

Adjourned:

5:45 pm

Member attendance

| Name | Role | Present |
|---------------------|---|---------|
| Diana Bahner | LP Program Manager | X |
| Jose Bazan | Host Defense Block Leader | X |
| Udayan Bhatt | GI/Renal Associate Block Leader | X |
| Georgia Bishop | Neuro Block Leader | X |
| Julie Bishop | Bone & Muscle Block Leader | |
| Ryan Blackwell | Med 2 Student Council Representative | |
| Jennifer Burgoon | Bone & Muscle Associate Block Leader | |
| Victoria Cannon | Associate Director Medical Education | X |
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| Dan Clinchot | Vice Dean for Education | |
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| Camilla Curren | LG Program Director | X |
| Doug Danforth | LSI Part One Program Director | X |
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| Ann Dietrich | LP Program Director | |
| David Ellis | Med 2 Student Council Representative | |
| Samantha Ellwood | LG Program Coordinator | X |
| Mary Beth Fontana | Cardiopulmonary Block Leader | X |
| Eric Fox | Associate Director Education Technology | X |
| Carla Granger | Associate Director Medical Education | |
| Charles Hitchcock | Foundations Block Leader | X |
| Michael Horgan | E&A Program Coordinator (OSCE) | X |
| Raheela Khawaja | Endo/Repro Associate Block Leader | |
| Jack Kopechek | E Portfolio Program Director | X |
| Cynthia Ledford | Assistant Dean Evaluation & Assessment | X |
| Casey Leitwein | LSI Part One Program Manager | X |
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| Francisco Magana | Med 1 Student Council Representative | X |
| John Mahan | Assistant Dean Faculty Development | X |
| Sheryl Pfeil | GI/Renal Block Leader | X |
| Doug Post | Assistant Dean Practice Based Learning | X |
| Adam Quick | Neuro Associate Block Leader | X |
| Emily Rismiller | Building Foundations Program Coordinator (year 2) | X |
| Troy Schaffernocker | Cardiopulmonary Associate Block Leader | X |
| Jonathan Schaffir | Endo/Repro Block Leader | X |
| Bradley Schnedl | Med 3 Student Council Representative | |
| Marisa Scholl | E&A Program Coordinator | |
| Kevin Stringfellow | Evaluation & Assessment Program Manager | X |
| Bradley Watkins | E-Portfolio Program Coordinator | X |
| Judith Westman | Assistant Dean Foundational Science | |
| Jeffrey Yu | Med 1 Student Council Representative | X |
| Blake Zimmers | E&A Program Coordinator | X |

Additional Attendees: Kimberly Tartaglia

LSI Part One Academic Program Committee Minutes

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|-----------------------------|
| Agenda Items |
| Item 1, Approval of minutes |
| Item 2, Old Business |
| Item 3, Grade Appeal Form |
| Item 4, Part Two Summary |
| Item 5, Block Updates |
| Item 6, Student Feedback |

Item 1, Approval of last meeting's minutes

Presenter:

Discussion

1. The meeting minutes from February 26, 2014 were reviewed by the committee and approved with one correction, item 8 number 7.

Item 2, Old Business

Presenter: Dr. Doug Danforth

Discussion

1. Dr. Danforth reviewed old business with the committee:
 - a. LSI Awards were announced- LP Preceptor Award: Don Benson, M.D., LG Facilitator Award: Jack Kopechek, M.D., Excellence in Education: Julie Bishop, M.D., Professor of the Year: John Davis, M.D.
 - b. The Final Part One End of Program Evaluation was distributed to the committee; the evaluation is attached to the minutes. The evaluation will be given to the Part Two students during June 23rd Ground School to complete.
 - c. Dr. Danforth discussed the preliminary results of the LCME site visit. The final report will be released in the fall.
 - d. An Absence Request Form is posted on VITALS. Students are required to submit the form to request an excused absence for mandatory or required activities.

Item 3, Grade Appeal Form

Presenter: Dr. Doug Danforth

Discussion

1. Dr. Danforth presented the Grade Appeal Form to the committee; the form was modeled after a similar form used by Internal Medicine. The form is available to the students on VITALS. The student council representatives were asked to provide feedback on the form which will be reviewed at CITL for possible use during Part Two.

Item 4, Part Two Summary

Presenter: Dr. Kimberly Tartaglia

1. Dr. Tartaglia gave a presentation on Part Two. The presentation is attached.

LSI Part One Academic Program Committee Minutes

Item 5, Block Updates

Presenter: Block Leaders

Neuro:

1. The block made numerous positive changes based on student feedback from last year. Block evaluations were considerably improved from last year.

Cardiopulmonary:

1. The initial feedback from the students was very positive, especially regarding the pulmonary small groups and the anatomy and embryology content.

Integrations & Guided Board Prep:

1. Attendance at lectures was poor, in part due to students reviewing content on their own schedules which didn't align with the sequence presented during the block.

Item 8, Student Feedback

Presenter: Student Representatives

Med 1:

1. The students requested that higher resolution images be used for future exams in Examsoft.
2. The Neuro practical was logistically less stressful with the inclusion of rest stations and more time allotted for each question.
3. The Mediasite lecture recordings used for selected lectures in the Cardio/Pulmonary block had technical difficulties in speed and screen size.

Med 2:

1. Post Step 1 feedback from the student has been positive; students feel well prepared for the exam.

Action Items

The next APC meeting will be dedicated to wrapping up Part One.

Diana Bahner will also give a demo of the new Direct Observation of Competency tool being used in LP.



**Wexner
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Center**

**The Ohio State University College of
Medicine**

Academic Program Committee

Meeting Minutes

Date: 5/28/14

Location: 234 Meiling

Presiding Chair: Doug Danforth Call to order: 5:00 pm

Minutes recorded by: Casey Leitwein Adjourned: 6:00 pm

Member attendance

| Name | Role | Present |
|---------------------|---|----------------|
| Diana Bahner | LP Program Manager | X |
| Jose Bazan | Host Defense Block Leader | X |
| Udayan Bhatt | GI/Renal Associate Block Leader | X |
| Georgia Bishop | Neuro Block Leader | X |
| Julie Bishop | Bone & Muscle Block Leader | |
| Ryan Blackwell | Med 2 Student Council Representative | |
| Jennifer Burgoon | Bone & Muscle Associate Block Leader | |
| Victoria Cannon | Associate Director Medical Education | X |
| Beth Christian | Host Defense Associate Block Leader | |
| Amber Clevenger | Program Coordinator, CHE, HC, HSIQ | X |
| Dan Clinchot | Vice Dean for Education | |
| James Collen | Med 3 Student Council Representative | X |
| Shauna Collins | Med 2 Student Council Representative | X |
| Camilla Curren | LG Program Director | X |
| Doug Danforth | LSI Part One Program Director | X |
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| Blake Zimmers | E&A Program Coordinator | X |

LSI Part One Academic Program Committee Minutes

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|-----------------------------------|
| Additional Attendees: |
| |
| Agenda Items |
| Item 1, Approval of minutes |
| Item 2, Old Business |
| Item 3, Part One Wrap-Up |
| Item 4, Step 1 Update |
| Item 5, Longitudinal Group Update |
| Item 6, ePortfolio Update |
| Item 7, New Business |
| Item 8, Block Updates |
| Item 9, Student Feedback |

Item 1, Approval of last meeting's minutes

Presenter:

Discussion

1. The meeting minutes from April 23, 2014 were reviewed by the committee and approved.

Item 2, Old Business

Presenter: Diana Bahner

Discussion

1. LP Pilot Demonstration
 - a. Diana Bahner demonstrated the My Progress software that was piloted during the Cardiopulmonary Block and will be used during the procedures curriculum for the incoming med 1 students.
 - b. The software tracks procedures and clinical skills on an APP using checklists for assessments that the preceptors fill out.
 - c. The pilot resulted in constructive and positive feedback from the students. The feedback will be used to construct the best practices.
 - d. This APP will be used heavily in Part Two and Three starting in June.
 - e. Px Dx may be phased out once My Progress implements enhancements.

Item 3, Part One Wrap-Up

Presenter: Kevin Stringfellow

Discussion

LSI Part One 2012-2014 Summary:

- Incoming Class: 188 students
 - o 9 students from previous Integrated Pathway curriculum
 - o 8 students in the MSTP Program
- Ten students did not complete LSI Part One

LSI Part One Academic Program Committee Minutes

- Eight student took a Leave of Absence to restart Program in 2013
- Two students were dismissed from the College of Medicine
 - The two students dismissed were from the group of 9 repeat students
- Final class number: 178 students

Item 4, Step 1 Update

Presenter: Kevin Stringfellow

Step 1 Results Data:

1. Mean score: 235 [172 first-time reports]
2. Awaiting four first-time reports
3. Two Step 1 failures

Step 1 mean score is the highest in recent COM history. There were a minimal number of failures.

Item 5, Longitudinal Group Update

Presenter: Dr. Camila Curren

1. Dr. Curren presented an overview of Longitudinal Group for the coming year. Her PowerPoint presentation is attached.

Item 6, ePortfolio Update

Presenter: Bradley Watkins

1. The ePortfolio component was favorably recognized during the LCME site visit.
2. Moving data from the old platform ePortfolio website over to the new platform is about 75% complete.

Item 7, New Business

1. The new coordinator for Community Health Education, Health Coaching and Health, Systems, Informatics & Quality, Amber Clevenger was introduced.
2. The search for a Foundational Science, year 1 coordinator continues with hopes that the position is filled by August.
3. The official LCME Site Visit report should be released in November. Administration is currently working on the response to the visit feedback.
4. The College of medicine is considering a Part One retreat. Possible items for the agenda include:
 - Learning Objective Review and alignment with exam items
 - Technology related issues and new technology
 - VITALS data related reports
 - Expectations, strengths/weaknesses of millennial's
 - Research opportunities

LSI Part One Academic Program Committee Minutes

- Creating videos of specialists doing their physical exams to be used for Longitudinal Group

Action Items

Dr. Danforth has asked the committee members to send any ideas or areas of the curriculum that could be addressed at a retreat.

Item 8, Block Updates

Presenter: Block Leaders

1. Cardiopulmonary is going very well after incorporating more anatomy reviews and continued use of review sessions. There were occasional technology related problems, mostly involving Turning Point, that were resolved quickly.
2. Exploration Week 2 went smoothly with Monday morning presentations by specialty modules and mandatory morning modules in departments the rest of the week.


Item 9, Student Feedback

Presenter: Student Representatives

Med 1:

1. The students asked that the administration look at the number of evaluations per student and the timing of those evaluations.
 - a. The TLM evaluations are sent before the 2 week time period is over and the students requested that they be sent after the 2 weeks are over to get more meaningful feedback.
2. Access to the previous year's recorded lectures in iTunes was removed and the students would like access to these.
 - a. This is a manual process that the Mobile Services team is working on.

Longitudinal Groups Update
Part 1 APC Meeting
May 28, 2014



LG Areas of Emphasis

- Clinical reasoning
- Empanelled patients
- IHIS Learn/EMR and note creation
- Patient centered interviewing
- Psychiatric/substance abuse and motivational interviewing
- Patient safety
- Health literacy
- Complementary and alternative medicine

Changes to LG Curriculum 2012-2014

- Emphasis on coordination with LSI block content
 - meetings with block leadership
 - weekly coordination of activities
- Practice of PE skills in each block
- Integration of Projects (Health Coaching and CHE) into LG
- Specific faculty development to meet challenges of changing curriculum and technology

Focus Points 2014-2015

- iPad enabled classrooms
- Continued work on PE integration into LG
- Faculty development for uniform teaching content delivery
- Evaluative tools for clinical reasoning exercises and for progress notes
- Comprehensive LG course syllabus
- Continue integration with block curriculum, Projects, e-Portfolio, etc.



**Wexner
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**The Ohio State University College of
Medicine**
Academic Program Committee
Meeting Minutes
Date: 8/27/14 Location: 234 Meiling

| | | |
|-------------------------------------|----------------|---------|
| Presiding Chair: Doug Danforth | Call to order: | 5:00 pm |
| Minutes recorded by: Casey Leitwein | Adjourned: | 6:00 pm |

Member attendance

| Name | Role | Present |
|---------------------|---|----------------|
| Zeenath Ameen | Med 2 Student Council Representative | X |
| Diana Bahner | LP Program Manager | |
| Cheri Bardales | Med 1 Program Coordinator | X |
| Jose Bazan | Host Defense Block Leader | X |
| Laurie Belknap | Faculty Representative | X |
| Udayan Bhatt | GI/Renal Associate Block Leader | X |
| Georgia Bishop | Neuro Block Leader | X |
| Julie Bishop | Bone & Muscle Block Leader | |
| Jennifer Burgoon | Bone & Muscle Associate Block Leader | X |
| Victoria Cannon | Associate Director Medical Education | X |
| Beth Christian | Host Defense Associate Block Leader | X |
| Amber Clevenger | Program Coordinator, CHE, HC, HSIQ | X |
| Dan Clinchot | Vice Dean for Education | |
| James Collen | Med 3 Student Council Representative | |
| Camilla Curren | LG Program Director | X |
| Doug Danforth | LSI Part One Program Director | X |
| John Davis | Associate Dean for Medical Education | |
| Kristen Rundell | LP Program Director | X |
| Samantha Ellwood | LG Program Coordinator | |
| Mary Beth Fontana | Cardiopulmonary Block Leader | X |
| Eric Fox | Associate Director Education Technology | X |
| Carla Granger | Associate Director Medical Education | |
| Charles Hitchcock | Foundations Block Leader | X |
| Michael Horgan | E&A Program Coordinator (OSCE) | X |
| Raheela Khawaja | Endo/Repro Associate Block Leader | X |
| Micah Kiehl | Med 3 Student Council Representative | X |
| Jack Kopechek | E Portfolio Program Director | |
| Cynthia Ledford | Assistant Dean Evaluation & Assessment | X |
| Casey Leitwein | LSI Part One Program Manager | X |
| David Lindsey | LSI Part One Associate Program Director | |
| Joanne Lynn | Associate Dean for Student Life | X |
| Francisco Magana | Med 1 Student Council Representative | X |
| John Mahan | Assistant Dean Faculty Development | |
| Sheryl Pfeil | GI/Renal Block Leader | X |
| Doug Post | Assistant Dean Practice Based Learning | X |
| Adam Quick | Neuro Associate Block Leader | X |
| Emily Rismiller | Building Foundations Program Coordinator (year 2) | X |
| Troy Schaffernocker | Cardiopulmonary Associate Block Leader | |
| Jonathan Schaffir | Endo/Repro Block Leader | X |
| Marisa Scholl | E&A Program Coordinator | X |
| Kevin Stringfellow | Evaluation & Assessment Program Manager | X |
| Bradley Watkins | E-Portfolio Program Coordinator | X |
| Judith Westman | Assistant Dean Foundational Science | |
| Blake Zimmers | E&A Program Coordinator | X |
| Daniel Yanes | Med 2 Student Council Representative | X |

LSI Part One Academic Program Committee Minutes

| |
|---|
| Additional Attendees: Donald Mack, Kirk McHugh |
| |
| Agenda Items |
| Item 1, Approval of minutes |
| Item 2, Anatomy Plan- Dr. McHugh |
| Item 3, Funds Flow |
| Item 4, Health Coach Project Overview- Dr. Mack |
| Item 5, Block Updates |
| Item 6, Student Feedback |

Item 1, Approval of last meeting's minutes

Presenter:

Discussion

1. The meeting minutes from July 23, 2014 were reviewed by the committee and approved.

Item 2, Anatomy Plan

Presenter: Dr. Kirk McHugh

Discussion

1. Dr. McHugh presented on the plan for Anatomy in the curriculum.
2. Dr. McHugh's summary is attached to these minutes.

Item 3, Funds Flow

Presenter: Dr. Danforth

Discussion

1. There are two types of funding for education.
 - a. The first type is for administrative support which is percentage of FTE paid for by the COM. This includes funding for Program Directors, Block Leaders, Expert Educators, etc.
 - b. The second type is funds flow in which the COM reimburses individual departments for the amount of teaching performed by the department. Teaching activity is being documented in Vitals and will be used in the funds flow calculations. Roll out of the new funds flow reimbursement model will occur gradually over the next several years to allow departments to plan for potential changes in reimbursement.

Action Items

1. Dr. Danforth will provide document approved by the faculty assembly in 2012 regarding the distribution of funds.

Item 4, Health Coach Project Overview

LSI Part One Academic Program Committee Minutes

Presenter: Dr. Don Mack

Discussion

1. Dr. Don Mack, the Health Coach Project Director gave an overview of the project.
2. Dr. Mack's summary is attached to these minutes.

Item 5, Block Updates

Presenter: Block Leaders

Med 1

1. Foundations 1 is ongoing and has had minor changes from last year.
2. Foundations 2 has made minor changes with learning objectives and exam questions.
3. Longitudinal Practice recruitment is an ongoing process. Any faculty that have an afternoon clinic are encouraged to participate by contacting Diana Bahner. There are still many spots left to fill.
4. Anatomy was moved to the mornings for Bone & Muscle. Some Anatomy and Histology lectures will be converted to emodules, there will be one quiz for the block.

Med 2

1. Changes to the GI/Renal block include adding a GI TBL that included an IBook on the iPad, moving Anatomy earlier in the block, deleting one TBL from Renal, reorganizing the sequence of histology and histopathology, and adding a GI pharmacology lecture and a Renal pharmacology emodule.
2. The Endo/Repro Block is nearing finalization.

Item 6, Student Feedback

1. The students like the optional ultrasound sessions provided during GI/Renal.
2. The students do not like the nested engage interaction in Articulate modules because the attached PowerPoint does not contain all of the slides. OECRD should ensure that PowerPoints attached to the eLearning Modules contain all slides
3. The students would prefer that the anatomy dissections were not mandatory as the dissection groups split up dissections and some members of the group only come to the lab to sign-in and then leave.

Anatomy Summary

Anatomy lectures and labs have been moved to the first two weeks of each LSI block wherever feasible to help focus content, develop continuity and provide the students with the necessary knowledge base for easy progression through the block.

Anatomy labs have been divided into A and B groups and are now required attendance. The A and B groups mean that each lab session will only have 11 active dissection tables at a time thereby increasing the teacher:table ratio to 2:1. This approach has been very effective so far and has permitted a more directed guidance of student dissections helping to cut down on time in the lab (ie: increased efficiency). Required attendance is needed so that the dissections progress properly from lab period to lab period.

The 261 Hamilton Hall dissecting lab has had two large and one small high-definition monitors added to them in a format that will permit demonstrated prosections to be performed for a larger number of students. This again will help to increase the overall efficiency of prosection demonstrations thereby freeing up the teachers for more directed one-on-one interactions.

The Division of Anatomy has developed an overall standard for the presentation of anatomy lectures in the LSI curriculum. This includes concentrating the lectures during the first two weeks of the block, starting each series with embryology and focusing the student resources to a single dissector, single atlas and single text. This has been implemented to increase the efficiency and continuity associated with the teaching of anatomy in each block.

Student feedback has been good with all of the changes.

The inclusion and role of anatomy in 3rd and 4th years of the LSI curriculum is underway.

Health Coaching teaches unique skills during Part 1 of LSI curriculum, including patient centeredness, the chronic care model, and shared decision making. Additionally, health coaching has been shown to improve patient and physician satisfaction, and patient self-management behaviors.

To accomplish these goals, each student will complete

a series of e-modules starting in Neuro Block

a peer activity designed to increase empathy, practice skills in a low stress situation, and also stimulate personal efforts to improve personal health behaviors

a formative OSCE, that prepare them to prove health coaching skills in a SOSCE setting at the conclusion of the Neuro Block.

For the student to be successful in health coaching, the patient needs to select the goal, and make a small change to improve health. This is great timing, since at this point in Part 1, students have not always had the medical knowledge to answer patient questions, to do a full assessment, or to formulate a plan. Since that is not required in health coaching, our students can be excellent at this task, probably better than older physicians like me that are used to the classic role of telling the patient what to do. At the same time, the students will be working one on one with a patient for 3 visits, and have the chance to address patient issues of confidence, barriers, and self-management.

The patient for this activity is selected by the student from the Longitudinal Practice or if the student is at a site that makes it difficult to get a patient, from a pool of volunteer patients. This was added after our first year found that getting patients can be challenging for some of our students due to the sub-specialty, location, and patient schedules.

The culmination of the project is a group e-poster that allows the group to reflect, analyze, and share experiences with these encounters. We have projected here a sample.

Additional information to update you, and for response to committee questions:

- After brainstorming with Doug Danforth, we are unable to condense Health Coaching into one year in the curriculum. We felt that the students would not have had enough clinical encounter experience to feel comfortable with health coaching until late in the first year, and did not want to split the series of encounters over the summer break. . . Likewise we did not want to put this all in the second year as it has a full load and fewer blocks.
- Our volunteer recruitment is up to 41 volunteers, and one of the CHE sites has also approved the students to recruit a patient there. We are continuing our efforts via advertisements, and speaking at senior citizen centers, along with emailing the former Senior Partners Volunteers.

Improved the ease of students to get a patient
Allow the students to do the patient encounters



**Wexner
Medical
Center**

**The Ohio State University College of
Medicine**

Academic Program Committee

Meeting Minutes

Date: 9/24/14

Location: 1187
Graves Hall

Presiding Chair: Doug Danforth

Call to order:

5:00 pm

Minutes recorded by: Casey Leitwein

Adjourned:

5:51 pm

Member attendance

| Name | Role | Present |
|---------------------|---|----------------|
| Zeenath Ameen | Med 2 Student Council Representative | Y |
| Diana Bahner | LP Program Manager | Y |
| Cheri Bardales | Med 1 Program Coordinator | Y |
| Jose Bazan | Host Defense Block Leader | Y |
| Laurie Belknap | Faculty Representative | Y |
| Udayan Bhatt | GI/Renal Associate Block Leader | Y |
| Georgia Bishop | Neuro Block Leader | Y |
| Julie Bishop | Bone & Muscle Block Leader | N |
| Jennifer Burgoon | Bone & Muscle Associate Block Leader | N |
| Victoria Cannon | Associate Director Medical Education | Y |
| Beth Christian | Host Defense Associate Block Leader | N |
| Amber Clevenger | Program Coordinator, CHE, HC, HSIQ | Y |
| Dan Clinchot | Vice Dean for Education | N |
| James Collen | Med 3 Student Council Representative | N |
| Camilla Curren | LG Program Director | Y |
| Doug Danforth | LSI Part One Program Director | Y |
| John Davis | Associate Dean for Medical Education | N |
| Kristen Rundell | LP Program Director | Y |
| Samantha Ellwood | LG Program Coordinator | Y |
| Mary Beth Fontana | Cardiopulmonary Block Leader | N |
| Eric Fox | Associate Director Education Technology | N |
| Carla Granger | Associate Director Medical Education | N |
| Charles Hitchcock | Foundations Block Leader | Y |
| Michael Horgan | E&A Program Coordinator (OSCE) | Y |
| Raheela Khawaja | Endo/Repro Associate Block Leader | Y |
| Micah Kiehl | Med 3 Student Council Representative | Y |
| Jack Kopechek | E Portfolio Program Director | N |
| Cynthia Ledford | Assistant Dean Evaluation & Assessment | Y |
| Casey Leitwein | LSI Part One Program Manager | Y |
| David Lindsey | LSI Part One Associate Program Director | Y |
| Joanne Lynn | Associate Dean for Student Life | N |
| Francisco Magana | Med 1 Student Council Representative | Y |
| John Mahan | Assistant Dean Faculty Development | N |
| Sheryl Pfeil | GI/Renal Block Leader | Y |
| Doug Post | Assistant Dean Practice Based Learning | N |
| Adam Quick | Neuro Associate Block Leader | N |
| Emily Rismiller | Building Foundations Program Coordinator (year 2) | Y |
| Troy Schaffernocker | Cardiopulmonary Associate Block Leader | N |
| Jonathan Schaffir | Endo/Repro Block Leader | N |
| Marisa Scholl | E&A Program Coordinator | Y |
| Kevin Stringfellow | Evaluation & Assessment Program Manager | Y |
| Bradley Watkins | E-Portfolio Program Coordinator | Y |
| Judith Westman | Assistant Dean Foundational Science | N |
| Blake Zimmers | E&A Program Coordinator | N |
| Daniel Yanes | Med 2 Student Council Representative | Y |

LSI Part One Academic Program Committee Minutes

| |
|---|
| Additional Attendees: Chris Pierson, Lorraine Wallace, Beth Sabatino |
| Agenda Items |
| Item 1, Approval of minutes |
| Item 2, VITALS Presentation |
| Item 3, Community Health Education Project Overview |
| Item 4, Foundations 1 Update |
| Item 5, Block Updates |
| Item 6, Student Feedback |
| Item 7, Old Business |

Item 1, Approval of last meeting's minutes

Presenter:

Discussion

1. The meeting minutes from August 27, 2014 were reviewed by the committee and approved.

Item 2, VITALS Presentation

Presenter: Beth Sabatino

Discussion

1. Beth Sabatino, VITALS Business Analyst, gave a presentation on faculty accessing VITALS
2. The presentation is attached to these minutes.

Item 3, Community Health Education Project Overview

Presenter: Dr. Lorraine Wallace, CHE Director

Discussion

1. Dr. Wallace's summary is attached to these minutes.

Item 4, Foundations 1 Update

Presenter: Kevin Stringfellow

Discussion

- Foundations 1 exam average was 83.05%, SD was 7.16 overall block average was 88.063%
- 10 students did not meet the Medical Knowledge Competency and will remediate during Exploration Week 1 in January.
- The Task Completion list points are no longer all or none. They are weighted proportionately based on number of tasks. Missing one task results in not earning point(s) towards that task and a second missed task may result in a Professionalism Competency "Not Met."

LSI Part One Academic Program Committee Minutes

- During Foundations 1 the program was lenient for missed tasks to allow students to acclimate to the curriculum.

Item 5, Block Updates

Presenter: Block Leaders

Med 1

1. Longitudinal Practice starts the week of Oct. 3rd. All students passed the Procedures Skills Training.
2. The Bone & Muscle calendar is complete. Extensive work was done to align learning objectives with the exam items.

Med 2

1. This is the GI/Renal assessment week, the block leaders are looking forward to feedback on the block on the changes that were implemented this year.
2. The students are often not bringing their iPads to class for Longitudinal Group. The student council representatives were asked to remind the students to bring the iPads to class.
3. The Endo/Repro block starts on Monday with the first 3 weeks mostly Repro material then moving on to the Endo portion.
4. Host Defense is similar to last year. The major change is splitting the midterm into two large quizzes and reallocating content to make the first half of the block more manageable.
5. Dr. Bazan is working with the faculty to improve TLM's.

Item 6, Student Feedback

1. The students asked if there could be an additional prosection added in the middle of the GI/Renal Block to keep up with the anatomy.
2. There was a change to due dates for the faculty evaluations that was not communicated to the students which caused some students to miss the deadline.
3. The students requested that the due dates for evaluations be included in the Medstar generated reminder emails.

Action Items

1. Dr. Danforth will review the missed task completion points from the faculty evaluation deadline during the grading meeting for the GI/Renal Block to determine if students will not receive those points.
2. The program will look into adding the due dates to the Medstar reminder emails.

Item 7, Old Business

1. ECC and CITL has approved a new Learning Objective Approval Process.
 - a. Changes to Primary Learning Objectives need to be approved by ECC/CITL.
 - b. Changes to Secondary Learning Objectives can be addressed at the block level.
 - c. Every Primary Learning Objective must be assessed in the block and Secondary Learning Objectives should be sampled.

An Introduction to Vitals

Vitals is the Student Information System for the Lead.Serve.Inspire.(LSI) Curriculum in the OSU College of Medicine

Getting Started

Vitals is a web-based application. Chrome is our recommended browser.

<https://vitals.osumc.edu>

To log into Vitals, you use your OSUMC username and password combination.

Once you have logged in, you will arrive at the main menu section of Vitals. Below is an example of what a basic Instructor role would see upon logging in.

Exploring the Curriculum

From this point, you can begin to explore the curriculum using the Curriculum drop down menu to browse the six main areas of LSI:

- Academic Programs
- Curricular Units
- Curricular Components
- Teaching and Learning Methods
- Learning Objectives
- Resources

Finding What You Are Looking For

Upon selecting one of the Curriculum Types, you will next be presented with a list of items under that type and a set of filters in which to search those items.

The number of items are always displayed in the **upper right**.

On the left, you have a set of filters you can use to search for a specific item. These filters change based on which Curricular Type you select.

Tip for searching: If the search box is a text box, you can click in the box and hit the space bar to get a list of available options or you can type the term you wish to search for and hit Enter. **You must always hit the "Search" button to initiate your search.**

Exploring the Differences

Just as the search filters are different for each Curricular Type, so are the informational screens.

You can view all the information about a given Curricular Type by clicking on the ID number of that item.

What is the Same

For every Curricular type, you will always have three basic pieces of information in the General section: Name, Description and Type (←).
 What will be different are the tabs. The tabs represent the data and associated items for this Curricular type. Yet, you will find familiar navigational and informational elements (↓).

Academic Program (AP)

There is only one tab for Academic Program, and that is for Curricular Units (CU).
 As you can see, there are 27 CUs associated with this Academic Program. You can use the filter on the left to search for specific CUs in the list. If you find one you are interested in exploring further, you can click on the ID number of that CU.

Curricular Unit (CU)

As you can see, when searching for a Curricular Unit, you have an additional filter of Academic Program.

Curricular Unit (CU)

Now that we have moved on to the next level of the Curriculum, there is a bit more information and tabs associated with this item.
Detail tab: Includes information about permission requirements, seat counts, and grades.

Curricular Unit (CU)

Narrative tab: This houses Instructor Notes and Syllabus Text. These are text fields, and not a place to upload a syllabus.

Curricular Unit (CU)

Curricular Components tab: This tab lists all the Curricular Components that are associated with this given Curricular Unit. You can click on the ID number of any of the listed Curricular Components to view detail of that item.

Curricular Unit (CU)

Schedule tab: This tab shows all of the curricular elements that are scheduled for this Curricular Unit.

Calendar Tool

Clicking on the funnel icon will give you a set of filters for the calendar.

An item outlined in red indicates that the item is required.

An item which has an orange header indicates that this item is a Flex item.

If you wish to view more details on a given item, click on the blue "i" icon.

Curricular Component (CC)

When searching for Curricular Components, we have the additional filters of Curricular Unit and Type. As we move through, you can see the levels of the curriculum unfolding.

Also, now that we are moving into a section with more types, those are listed below the Curricular Component's name.

Curricular Component (CC)

Curricular Component has the familiar tabs of Narrative and Schedule, like we saw in the Curricular Unit, but has a Learning Objective tab to view associations.

Curriculum Component has the addition of Curricular Unit

Teaching and Learning Method (TLM)

When searching for TLMs, you have the additional filters of Author and Reviewer.

Teaching and Learning Method (TLM)

TLMs have two new tabs that haven't been included with the other items: People and Resources.

In the People tab, you can associate Author/Owners, Instructors, and Reviewers.

Teaching and Learning Method (TLM)

The Resources tab allows you to see what resources are attached to this TLM for both students and instructors.

Curricular Resources

The first thing you will notice is that you have a lot more information just in the search results. Not only do you see the name and type of the Resource, but a link to the Resource itself.

Curricular Resources

In the Details tab of the Resource is where you find the link to the Resource itself. Upon clicking on the link, it will download the Resource to your computer.

Once again, you have the Narrative and People tabs which we have seen in previous curricular items.

For Resources, the associated curricular elements are TLMs.

Learning Objectives (LO)

Learning Objectives is the only curricular item which doesn't pre-populate the list of items, because it is extensive. On the flip side, it does also offer the longest and most granular list of filters.

Learning Objectives (LO)

As an example, I have selected the Curricular Unit of "Bone and Muscle Disorders". As you can see these represent 320 of 7519 Learning Objectives.

There are two types of LOs: Primary and Secondary. The type is noted under the title.

Learning Objectives (LO)

LOs have an extensive tagging system to allow us to better search these foundations of our curriculum. They can be found in the Details tab.

Learning Objectives (LO)

The Educational Elements tab gives a list of all TLMs which are associated with this LO.

The screenshot shows the 'Educational Elements' tab for a Learning Objective. The LO is titled 'Identify the anatomical structures (including joints, bones, muscles, nerves and vasculature) of the upper limb and describe how these anatomical components and relationships contribute to the movement and function of the shoulder, elbow, wrist and hand.' The associated TLMs listed are:

- 2000 Anatomy Prep & Lab Videos
- 2008 Anatomy Review Group B
- 2010 Bones of UE
- 2022 Practical Focus

Learning Objectives (LO)

The dCEO Mapping tab lists the dCEO which is associated with this LO.

The screenshot shows the 'dCEO Mapping' tab for the same Learning Objective. It lists the associated dCEO:

- 2.1.1 - Demonstrate a broad working knowledge of the fundamental science, principles, an... (Demonstrated Core Foundational Objective)

Learning Objectives (LO)

Being that my example is a Primary Learning Objective, it has a Secondary Learning Objective tab, where all associated Secondary Learning Objectives are listed. Conversely, if this were a Secondary LO, then it would have a Primary Learning Objective tab.

The screenshot shows the 'Secondary Learning Objectives' tab. It lists three associated secondary LOs:

- 2.1.2 Demonstrate the relationship of bones and joints of the upper limb with soft structures and describe how fractures and dislocations can injure these soft structures. Predict the functional consequences of such injuries.
- 2.1.3 Demonstrate the sites of which pulses in the brachial, radial, and ulnar arteries can be assessed.
- 2.1.4 Describe and demonstrate the anatomical landmarks of the clavicle, scapula, humerus,

But where is it all being taught?

The answer to that question can be found by clicking on the Portal.

The screenshot shows the 'Portal' page with a diagram titled 'leadserveinspire'. The diagram is organized into three main parts:

- Part One: Clinical Foundations** (Longitudinal Core)
- Part Two: Clinical Applications** (Projects)
- Part Three: Advanced Clinical Management** (Small Group Discussions)

The diagram also includes a 'Portfolio' section and a 'Master Schedule' view.

Faculty Portal

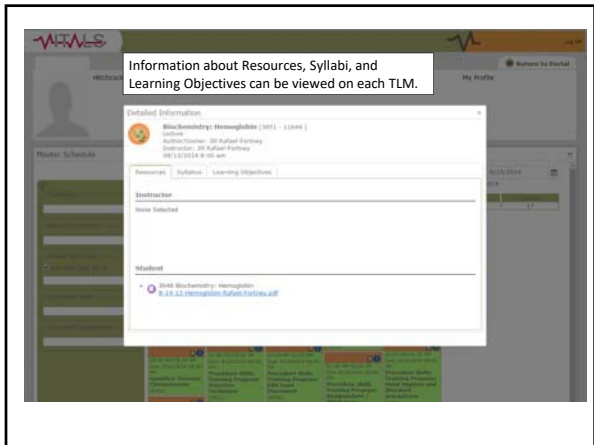
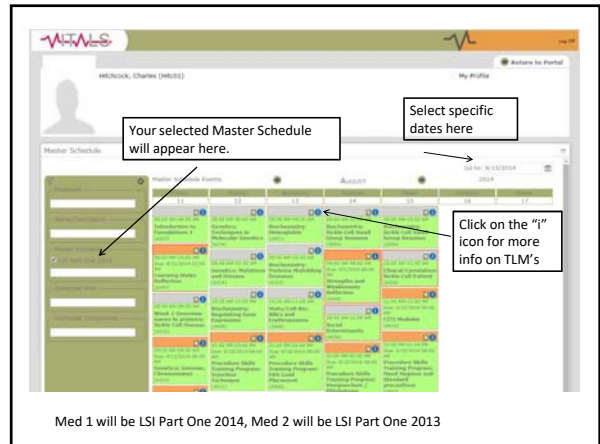
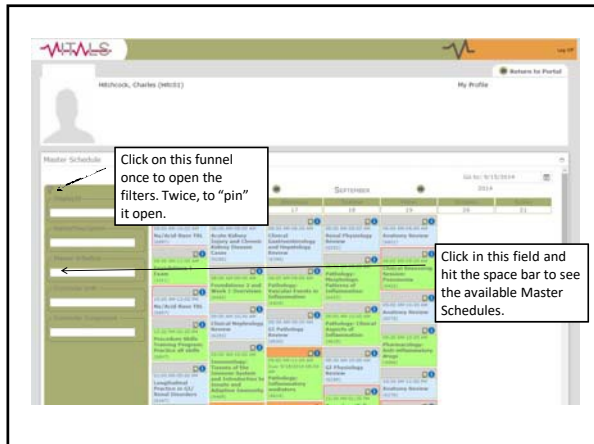
The Faculty Portal is your source of your personal teaching schedule and general links to resources for the curriculum.

The screenshot shows the Faculty Portal for user Adala, Wafika. It includes a 'To Do List', 'Message Center', and 'Links' section. The 'Master Schedule' is displayed as a calendar view for the month of September 2014.

Faculty Portal

Seeing your own schedule is great, but what if you want to see what EVERYONE is doing. By clicking on the Master Schedule Views under the General links, you can do just that.

The screenshot shows the Faculty Portal for user Adala, Wafika. A blue arrow points to the 'Master Schedule Views' link in the 'Links' section, which is used to view the schedules of other faculty members.



Questions?

For questions anytime, email: vitals@osumc.edu

Community Health Education (CHE) Project Update

Summarized by Lorraine Wallace, CHE Project Director

Overall, the Community Health Education (CHE) is going very well. Students are working, in small groups, to complete their projects at various sites throughout the community. Over the course of the past nine months, students have submitted various written assignments to describe their progress and future. Students will be submitting their final written group assignment on October 31, 2014. The majority of groups will be completing their work at their CHE site in mid-November. Students, individually, will also be writing a brief reflection piece depicting their experiences by the end of the year.

Students will present their work at the Annual CHE Poster Day in January, 2015. Students will submit a final electronic copy of their poster in mid-December and will print a copy of their poster as well. We are in the process of recruiting judges for poster presentations. In the coming weeks, we will be sending out invitations to faculty and CHE site representatives to attend the CHE Poster Day.



Wexner Medical Center

The Ohio State University College of
Medicine

Academic Program Committee

Meeting Minutes

Date: 10/22/14

Location: 1187
Graves Hall

Presiding Chair: Doug Danforth

Call to order:

5:04 pm

Minutes recorded by: Casey Leitwein

Adjourned:

6:10 pm

Member attendance

| Name | Role | Present |
|---------------------|---|---------|
| Zeenath Ameen | Med 2 Student Council Representative | Y |
| Diana Bahner | LP Program Manager | Y |
| Cheri Bardales | Med 1 Program Coordinator | Y |
| Jose Bazan | Host Defense Block Leader | Y |
| Laurie Belknap | Faculty Representative | N |
| Udayan Bhatt | GI/Renal Associate Block Leader | N |
| Georgia Bishop | Neuro Block Leader | Y |
| Julie Bishop | Bone & Muscle Block Leader | N |
| Jennifer Burgoon | Bone & Muscle Associate Block Leader | Y |
| Victoria Cannon | Associate Director Medical Education | N |
| Beth Christian | Host Defense Associate Block Leader | Y |
| Amber Clevenger | Program Coordinator, CHE, HC, HSIQ | Y |
| Dan Clinchot | Vice Dean for Education | N |
| James Collen | Med 3 Student Council Representative | N |
| Camilla Curren | LG Program Director | Y |
| Doug Danforth | LSI Part One Program Director | Y |
| John Davis | Associate Dean for Medical Education | Y |
| Kristen Rundell | LP Program Director | Y |
| Samantha Ellwood | LG Program Coordinator | Y |
| Mary Beth Fontana | Cardiopulmonary Block Leader | Y |
| Eric Fox | Associate Director Education Technology | N |
| Carla Granger | Associate Director Medical Education | N |
| Charles Hitchcock | Foundations Block Leader | Y |
| Michael Horgan | E&A Program Coordinator (OSCE) | Y |
| Raheela Khawaja | Endo/Repro Associate Block Leader | Y |
| Micah Kiehl | Med 3 Student Council Representative | N |
| Jack Kopechek | E Portfolio Program Director | Y |
| Cynthia Ledford | Assistant Dean Evaluation & Assessment | Y |
| Casey Leitwein | LSI Part One Program Manager | Y |
| David Lindsey | LSI Part One Associate Program Director | N |
| Joanne Lynn | Associate Dean for Student Life | N |
| Francisco Magana | Med 1 Student Council Representative | Y |
| John Mahan | Assistant Dean Faculty Development | Y |
| Sheryl Pfeil | GI/Renal Block Leader | Y |
| Doug Post | Assistant Dean Practice Based Learning | N |
| Adam Quick | Neuro Associate Block Leader | Y |
| Emily Rismiller | Building Foundations Program Coordinator (year 2) | Y |
| Troy Schaffernocker | Cardiopulmonary Associate Block Leader | Y |
| Jonathan Schaffir | Endo/Repro Block Leader | Y |
| Marisa Scholl | E&A Program Coordinator | Y |
| Kevin Stringfellow | Evaluation & Assessment Program Manager | Y |
| Bradley Watkins | E-Portfolio Program Coordinator | Y |
| Judith Westman | Assistant Dean Foundational Science | N |
| Blake Zimmers | E&A Program Coordinator | N |
| Daniel Yanes | Med 2 Student Council Representative | Y |

LSI Part One Academic Program Committee Minutes

| |
|--|
| Additional Attendees: Chris Pierson, Jon Montemayor |
| Agenda Items |
| Item 1, Approval of minutes |
| Item 2, Proposal for Patient Panel Engagement |
| Item 3, Grade Appeal Process |
| Item 4, LSI Awards Update |
| Item 5, Longitudinal Practice Update |
| Item 6, Announcements |
| Item 7, Block Updates |
| Item 8, Student Feedback |

Item 1, Approval of last meeting's minutes

Presenter:

Discussion

1. The meeting minutes from September 24, 2014 were reviewed by the committee and approved.

Item 2, Proposal for Patient Panel Engagement

Presenter: Jon Montemayor

Discussion

Jon Montemayor, med 3 student presented a proposal on Patient Panel Engagement to the committee, the proposal is attached. Reflective prompts would be included for all Patient Panels starting in January as a resource in VITALS. Patient Panel leaders would include time during the panel for students to complete the reflections on their experiences during the panel.

The reflections would promote professional journaling. The messaging and logistics will need to be worked out. Dr. Mahan suggested having a word limit on the prompts.

The formal motion was proposed and approved by the committee.

Item 3, Grade Appeal Process

Presenter: Doug Danforth

Discussion

1. Students are currently able to fill out a grade appeal form to appeal a grade but not a score.
2. Grade appeals are currently vetted by the Program Director and the Block Leaders after the grading meeting.
3. Dr. Danforth proposed establishing a Grade Appeals Committee consisting of Block Leaders, Associate Block Leaders, and Expert Educators. Faculty involved in establishing the grade for the block would not serve on the Appeals committee for that block.

LSI Part One Academic Program Committee Minutes

4. Attendance verification will be identified separately from grade appeals..

Action Items

1. The committee voted to establish a Grade Appeals Subcommittee. Members will be identified by the Program Director and formal meetings will commence.

Item 4, LSI Awards Update

Presenter: Doug Danforth

Discussion

1. The Lifetime Achievement Award was awarded to Dr. Georgia Bishop.
2. The top 5 TLM evaluations for each block were sent out to the Block Leaders in order to nominate a faculty member for the LSI Part One Best Teaching & Learning Method Awards.
3. The awardees will be honored during the fall symposium where they will receive a plaque.

Item 5, Longitudinal Practice Update

Presenter: Kristen Rundell and Diana Bahner

1. All of the students have been placed with preceptors.
2. The Longitudinal Practice Taskforce with the assistance of the OECRD team developed a resource ring to be given to all preceptors.
3. The resource rings are divided up by blocks for the preceptors to be aware of what materials are being covered.
4. The preceptors have a teaching manual are also sent emails prior to the start of the block letting them know the block content.
5. The resource ring material will be converted to an iBook for the students.

Item 6, Announcements

1. There is a sign posted on the auditorium podiums reminding faculty that anything said prior to lecture is recorded and live streamed to students.
2. Student Council Reps were asked to remind students to read the syllabus tab in VITALS for important information. In the future that information will be combined with the resources.
3. The November/December APC meeting will be on Wednesday December 3 at 5:00 pm in 1187 Graves Hall.

Item 7, Block Updates

1. The GI/Renal Block finished strong. The evaluations were higher than last year.
2. The Endo/Repro Block is going well so far.
3. The Bone & Muscle and Host Defense Block calendars have been released to the students.

LSI Part One Academic Program Committee Minutes

Item 8, Student Feedback

Med 1

1. The med 1 student's did not like starting the Foundations 2 Block the day after the final exam for Foundations 1.
2. The students requested that the faculty prepare printer friendly versions of the Power Point files, i.e. white backgrounds with black text.
3. The students also expressed concern on the amount of evaluations they receive.

Med 2

4. Quiz functions in Articulate should be standard so students can retake quizzes without reloading modules and you can review the module without having to complete the quiz.
5. The Endo/Repro TBL IRAT questions were more heavily weighted than any other block.
6. The students requested that the Portfolio reflection deadlines be moved away from assessments such as TBL's.
7. The students requested that LG evaluations be opened at the beginning of the block for actionable/accurate feedback.
8. The students requested to not concurrently schedule TLM's in VITALS.

Jon Montemayor

Medical Education Curriculum Proposal

Educational Goal

To enhance the students' engagement and reflection as part of the Patient Panel experience during Part 1 Lead.Serve.Inspire.

Background and purpose

Lead.Serve.Inspire uses many different teaching/learning methods as a way to increase engagement and the understanding of the clinical relevance of the foundational sciences. One method used is the patient panel, during which one or more volunteer patient is invited into the lecture hall to meet medical students and share their experiences and stories. These sessions are moderated by a faculty clinician. The purpose of this proposal is to enhance these learning sessions by adding an engagement activity that allows students to individually reflect on one's observations and experiences during the panel session with the intention of increasing engagement, satisfaction, and learning.

Proposal

Medical students participating in a patient panel session will be asked to open and respond to reflective prompts to capture their thoughts and ideas about the patients being discussed during the panel session. This activity will be completed during the panel session, in the large lecture hall and will not add to student effort or time. The activity will be designed to allow students to formulate their thoughts about the specific case and reflect on their thoughts related to ethics, patient care and empathy.

The attending will carry out and lead the discussion of the class/patient interaction, as per usual practice.

Measurement of intended outcomes

Students will be asked to complete the worksheet (attached) and submit in two ways: upload to the Portfolio for future reference (self-reflection) and to submit to the program (de-identified) for analysis.

The student ratings of patient panels with and without this curricular enhancement will be analyzed to determine whether the intervention increases, decreases or does not change satisfaction with the learning experience. .

An additional voluntary survey will be disseminated and collected, asking students for feedback on the use of this worksheet to enhance the learning experience.(attached) The submitted forms will be analyzed to determine the submission rate (acceptability/feasibility) and analyzed qualitatively to describe the content and quality of reflections.

Patient Panel Reflection Worksheet

1. What about this patient surprised you the most given the patient's diagnosis, condition, or perspective of illness (personal view)?
2. What did you learn about this diagnosis, condition, or patient's perspective that you will take forward with you through your medical career?

Survey Questions

1. The reflection piece during patient panel helped me be more engaged during the session.
2. The reflection piece helped me realize a different perspective towards patient care.
3. The reflection piece will help me recall information later on that will benefit my future interactions with patients.
4. The reflection piece added benefit to my overall learning during the patient panel.



**Wexner
Medical
Center**

**The Ohio State University College of
Medicine**

Academic Program Committee

Meeting Minutes

Date: 12/03/14

Location: 1187
Graves Hall

Presiding Chair: Doug Danforth

Call to order:

5:04 pm

Minutes recorded by: Casey Leitwein

Adjourned:

6:00 pm

Member attendance

| Name | Role | Present |
|---------------------|---|----------------|
| Zeenath Ameen | Med 2 Student Council Representative | N |
| Diana Bahner | LP Program Manager | Y |
| Cheri Bardales | Med 1 Program Coordinator | Y |
| Jose Bazan | Host Defense Block Leader | N |
| Laurie Belknap | Faculty Representative | Y |
| Udayan Bhatt | GI/Renal Associate Block Leader | Y |
| Georgia Bishop | Neuro Block Leader | Y |
| Julie Bishop | Bone & Muscle Block Leader | N |
| Jennifer Burgoon | Bone & Muscle Associate Block Leader | Y |
| Victoria Cannon | Associate Director Medical Education | Y |
| Beth Christian | Host Defense Associate Block Leader | N |
| Amber Clevenger | Program Coordinator, CHE, HC, HSIQ | Y |
| Dan Clinchot | Vice Dean for Education | N |
| James Collen | Med 3 Student Council Representative | N |
| Camilla Curren | LG Program Director | Y |
| Doug Danforth | LSI Part One Program Director | N |
| John Davis | Associate Dean for Medical Education | N |
| Kristen Rundell | LP Program Director | N |
| Samantha Ellwood | LG Program Coordinator | Y |
| Mary Beth Fontana | Cardiopulmonary Block Leader | Y |
| Eric Fox | Associate Director Education Technology | N |
| Carla Granger | Associate Director Medical Education | N |
| Charles Hitchcock | Foundations Block Leader | Y |
| Michael Horgan | E&A Program Coordinator (OSCE) | Y |
| Raheela Khawaja | Endo/Repro Associate Block Leader | Y |
| Micah Kiehl | Med 3 Student Council Representative | N |
| Jack Kopechek | E Portfolio Program Director | Y |
| Cynthia Ledford | Assistant Dean Evaluation & Assessment | Y |
| Casey Leitwein | LSI Part One Program Manager | Y |
| David Lindsey | LSI Part One Associate Program Director | Y |
| Joanne Lynn | Associate Dean for Student Life | N |
| Francisco Magana | Med 1 Student Council Representative | Y |
| John Mahan | Assistant Dean Faculty Development | Y |
| Sheryl Pfeil | GI/Renal Block Leader | Y |
| Doug Post | Assistant Dean Practice Based Learning | N |
| Adam Quick | Neuro Associate Block Leader | N |
| Emily Rismiller | Building Foundations Program Coordinator (year 2) | Y |
| Troy Schaffernocker | Cardiopulmonary Associate Block Leader | Y |
| Jonathan Schaffir | Endo/Repro Block Leader | Y |
| Marisa Scholl | E&A Program Coordinator | Y |
| Kevin Stringfellow | Evaluation & Assessment Program Manager | Y |
| Bradley Watkins | E-Portfolio Program Coordinator | Y |
| Judith Westman | Assistant Dean Foundational Science | N |
| Daniel Yanes | Med 2 Student Council Representative | N |
| Beth Lee | Foundations Associate Block Leader | Y |

LSI Part One Academic Program Committee Minutes

| | | |
|--|--------------------------------------|---|
| Donnie Thomas | Med 1 Student Council Representative | Y |
| Neha Nedhi | Med 1 Student Council Representative | Y |
| Additional Attendees: Chris Pierson | | |
| Agenda Items | | |
| Item 1, Approval of minutes | | |
| Item 2, Student Feedback | | |
| Item 3, eLearning Evaluation Summary | | |
| Item 4, Health Coaching Syllabus | | |
| Item 5, Portfolio Coach Meetings | | |
| Item 6, Announcements | | |
| Item 7, Block Updates | | |

Item 1, Approval of last meeting's minutes

Presenter:

Discussion

1. The meeting minutes from October 22, 2014 were reviewed by the committee and approved.

Item 2, Student Feedback

Presenter: Student Council Representatives

Med 1

1. The Bone & Muscle dissections felt rushed; the students suggested adding more time for the sessions or assigning less people to the bodies.
2. Some of the lectures did not get recorded, Dr. Danforth asked that the students provide specific examples.
3. The students asked that lecturers do not use the laser pointer during lecture because it does not show up on the recordings.
4. Some lectures seemed condescending towards podcasters in the recordings; no examples were given.
5. The students asked that Longitudinal Group allow the students to dress casually when they are practicing physical exam skills.
6. Students requested that Dr. Bumgardner's summer opportunities emodule be presented earlier in the curriculum to accommodate deadlines.

Med 2

7. Dr. Martin's emodules were very highly rated.
8. There is a general concern of wellness and work/life balance within the class; students were concerned about the number of students that left the curriculum and about having an exam on the Monday after Thanksgiving break.

LSI Part One Academic Program Committee Minutes

Item 3, eLearning Evaluation Summary

Presenter: Doug Danforth

Discussion

1. Dr. Danforth presented the student evaluations of emodules from alpha class to the current class. The summary is included.
2. Dr. Pierson suggested normalizing the number of TLM's on the report.

Item 4, Health Coaching Syllabus

Presenter: Doug Danforth

Discussion

1. The Health Coaching syllabus for the incoming med 1 students was presented. The syllabus is attached.
2. The major revision of the syllabus will have the med 1 students completing Health Coaching in their first year.

Item 5, Portfolio Coach Meetings

Presenter: Doug Danforth

1. Currently all students meet with their coach on the Friday of assessment week in most blocks to allow for closure of the block and to start fresh with the new block.
2. The program is considering delaying the coach meetings to the following week after assessment week.
3. Dr. Ledford was concerned that the coach meetings might take curricular time away from the next block during that first week and asked when the reports would be released.
4. Dr. Kopechek was concerned about getting the release time from the coaches if the meetings were moved to the Monday after assessment week.
5. Having the faculty development meetings on the same day as the coach meetings currently works fairly well.
6. If the coach meetings were to move to the Friday after assessment week that would impact the Student Review meetings.
7. The med 1 student reps felt that most students were ok with having the coach meetings on the Friday of assessment week and the med 2 student reps felt their class would prefer keeping the coach meetings as is.
8. This question requires further discussion in CITL.

Action Items

1. Dr. Danforth will bring this item to CITL for further discussion and report back at the next APC meeting.

Item 6, Announcements

1. The TLM awardees list is attached.

LSI Part One Academic Program Committee Minutes

2. The faculty will be reminded by the coordinators about using patient images in presentations but the block leaders should also be reminding them as well. Directions on how to properly de-identify will be provided to block leaders.
3. The resource ring information that was provided to preceptors for Longitudinal Practice has been converted into an iBook in iTunesU. The students have access to the iBook.
4. The Grade Appeals Committee has formed and met. The new process seems to be working well. The students are able to challenge a grade not a score. The form is found on VITALS and the students have 21 days after the block to turn in the form. Results of the committee meetings will be posted for each student in MedStar.

Action Items

1. Dr. Danforth will discuss in January the option of having APC subcommittees report at the monthly APC meetings.

Item 7, Block Updates

1. Drs. Bishop and Quick from the Neuro Block are working with faculty that received the lower rated TLM's for faculty development. The Neuro schedule is posted in VITALS.
2. The Cardiopulmonary Block schedule will be released soon.
3. The Integration & Guided Board Prep Block will cover the content in order of the curriculum using pre-recorded lectures and will allow students to choose the sequence for the exams to accommodate their study schedules.

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● ● ● Curriculum for Tomorrow's Medicine

Part One TLM Awards

- Awarded for each block
- Top TLMs from each block considered by selection committee
- Eligible every fifth year
- Excluding TLM in LP/LG



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● ● ● Curriculum for Tomorrow's Medicine

Part One TLM Awards

- MPPC – Richard Shell - Case based discussion - CF patients
- Bone and Muscle – Ortho Residents – Small group discussion - clinical cases
- Neuro – Paul Weber – Lecture - Ophthalmology
- Cardiopulmonary – Jim Allen – Lecture – Interstitial Lung Disease
- GI/Renal – Kirk McHugh – Lecture/labs - Anatomy
- Endo/Repro – Jonathan Schaffir – Guided Learning - Infections in Pregnancy
- Host Defense – Stan Martin – Lecture – Clinical Mycobacteriology

