

LSI APC Meeting Minutes

January 23, 2013

Present: Diana Bahner, Jose Bazan, Georgia Bishop, Julie Bishop, Udayan Bhatt, Jennifer Burgoon, Victoria Cannon, Doug Danforth, John Davis, James Collen (M2), Eric Ernie, Mary Beth Fontana, Courtney Gilliam (M1), Charles Hitchcock, Mike Horgan, Larry Hurtubise, Raheela Khawaja, Jack Kopechek, Rada Kuperschmidt, Casey Leitwein, David Lindsey, Angela Miles, Sanjay Mohan (M2), Doug Post, Sheryl Pfeil, Sally Ogle (M4), Jonathan Schaffir, Steven Scoville (M3), Kevin Stringfellow, Judith Westman, Bradley Watkins

1. Bone & Muscle Block Summary

- The block was very well received by the students.
- Students from the SAC lunch said the block was easier to digest, focused and it was a tight ship.
- The block evaluation quality score was 4.12 out of 5 and the organization score was 4.09 out of 5.
- The biggest challenge was the anatomy content since the students started out with varying degrees of base knowledge which contributed to feeling lost for the dissections. This issue was addressed for the Neuro block by incorporating didactic sessions.
- The exam average was 87% which is high and needs to be addressed for next year to achieve a balance of foundational and clinical science.
- Exploration week incorporated lectures by many different specialties.

2. Quiz Review Sessions

- The Exam Soft update for secure review sessions is slated for Feb. 1st, until then the students are still able to sign up for time slots in the testing review room.
- Block leaders need to provide feedback for each quiz question.

3. Gateway Dates & Re-remediation Exams

- The MPPC remediation exams took place at the end of Exploration week, 9 out of the 13 students failed the remediation exam. Those students are now one failure away from failing Part One and they will have to re-remediate at the next gateway date in June.
- The gateway date policy in the Part One handbook presents double jeopardy when stating that the students must successfully complete remediations by the next gateway date. This will be addressed fixed for the handbook.

4. 2013-14 Calendars

- Portfolio coach meetings will stay on Fridays of assessment week with the exception of the assessment week right before holiday break.
- Student Review Subcommittee meetings may be moved to the week after assessment week with the exception of the assessment week right before holiday break.

5. Neuro Block Update

- The start of the block had some minor technological issues.
- The curriculum is at least two weeks ahead of the students.
- Anatomy labs are not mandatory therefore there is low attendance. The students suggested that anatomy is on the back burner because there is too much material in lectures and e-learning modules to keep up.
- There are patient presentations and the students are expected to attend out of respect for the patient.

LSI APC Meeting Minutes
February 27, 2013

Present: Jose Bazan, Georgia Bishop, Julie Bishop, Ryan Blackwell (M1), Jennifer Burgoon, Camilla Curren, Doug Danforth, John Davis, James Collen (M2), Eric Ernie, Mary Beth Fontana, Courtney Gilliam (M1), Mike Horgan, Raheela Khawaja, Jack Kopechek, Cynthia Ledford, Casey Leitwein, Madison Li (M2), Angela Miles, Sanjay Mohan (M2), Sheryl Pfeil, Emily Rismiller, Troy Schaffernocker, Jonathan Schaffir, Steven Scoville (M3), Kevin Stringfellow, Kim Tartaglia, Nicki Verbeck, Bradley Watkins

1. MSTP Update

- The Medical Scientist Training Program (MSTP) students will complete a hybrid curriculum for the Host Defense Block during the summer term.
- The students will also stop LG and LP during that time.
- The students will finish year two after the Endo/Repro Block and then take Step 1 prior to beginning their Ph.D. coursework.

2. Community Health Education Project Update

- The students have a wide distribution of progress on the Community Health Education Project.
- A customized timeline for project deadlines will be established for each group based on their progress.

3. Calendar & Host Defense Block Proposal

- Currently Exploration/Remediation Week 3 (EW3) happens after the Endo/Repro assessment week.
- There is a proposal to shift EW3 to right after the holiday break to allow students more time to prepare for their remediation exams.
- This change would cause EW1 and EW3 to occur at the same time however Dr. Lynn indicates that the schedule would be manageable.
- There was also discussion of splitting Host Defense into two blocks of five weeks each. It was determined that five weeks is too short to do an adequate assessment of the material.
- It was suggested that there be a semi-final and a final for the block with overlapping material but the weighing would be changed.

4. 2013-15 Calendars

- Portfolio coach meetings will stay on Fridays of assessment week with the exception of the assessment week right before holiday break.
- Student Review Subcommittee meetings will be moved to the week after assessment week. The Student Review Subcommittee meetings after the Bone & Muscle Block will be moved to the Monday of EW1.
- According to the OSU academic calendar the spring semester of 2015 will start a week later than normal.
- The COM will start spring semester of 2015 one week earlier than OSU.

5. Neuro Block Update

- The biggest challenge of the block so far has been getting faculty to turn in their material ahead of time especially with e-learning modules.
- The students have voiced that they want more lectures however on average only 30 students show up to lecture.
- The Student Review Subcommittee meetings will be moved to the first week of the Cardiopulmonary Block.
- The grading committee meeting will move to a couple of weeks later to do a retrospective analysis of the block and determine Honors and Letters of Commendation.
- Dr. Danforth will help with the grading of the block right after the written exam.
- There is a NBME practice exam on Friday 3/15/13 and will count for 2.5 points toward the block score. The exam will be comprehensive and there will not be a remediation in the case of a failure.

6. Cardiopulmonary Block Update

- The scheduled is essentially set and the faculty are turning in materials and e-learning modules now.
- Anatomy is done in the first week of the block and self-study time has been added.
- There are numerous practice sessions planned for the block for ultrasound and auscultation.

7. Student Feedback

- The students have asked that there be more quality control with the e-learning modules
- Dr. Danforth asked the students to identify their top 5 e-learning modules and some modules of poor quality to use as exemplars for the faculty.
- The Expert Educators team is working on a process to review all of the e-learning modules.

LSI APC Meeting Minutes March 27, 2013

Present: Georgia Bishop, David Lindsey, Rada Kuperschmidt, Emily Rismiller, Angela Mile, Bradley Watkins, Kevin Stringfellow, Eric Ernie, Mike Horgan, Lisa Feldhaus, Cynthia Ledford, Doug Danforth, Casey Leitwein, Jack Kopechek, Sally Ogle (M3), Diana Bahner, Doug Post, Victoria Cannon, John Davis, Adam Quick, Judith Westman, Sheryl Pfeil, Jennifer Burgoon, Charles Hitchcock

Neurological Disorders Block Wrap-up

- Overall there were 8 medical knowledge competency failures. Three of those students were at their third medical knowledge failures therefore they have failed Part One.
- The block average was 86%.
- The students took an NBME subject exam on the Friday before assessment week. The normed score average was 478, the national average is 500.
- All students passed the OSCE during assessment week.
- After reviewing the evaluations from the block the students commented that the pace of the block was overwhelming, adjustments were made during the block to address this issue.
- The amount of new material presented during the week and the how long it takes to get through that material will be reviewed in preparation for next year.
- The students appreciated the review sessions to prepare for quizzes and the final exam.

Cardiopulmonary Block

- The Cardiopulmonary Block is coming up and the first three weeks are mostly done.
- There are approximately 18-20 hours of new content scheduled per week.
- All of the anatomy is done in the first week with a review using table rounds during the last week.
- There are numerous optional practice sessions scheduled that cover ultrasound, cardiac auscultation and simulation.
- There are six TBL sessions scheduled.
- The Pulmonary small groups from IP have remained in the block, attendance will not be mandatory but it will be highly recommended to participate in them.
- Dr. Allen is using pulmonary videos for the e-learning modules.

Textbooks

- The COM will be purchasing iPads for the incoming and current students next year.

- Emily will be working on a list of currently used textbooks and trying to find electronic versions of those books.
- Careful consideration needs to be made about what textbooks are required. The required textbooks need to be used as a resource for the students.

Self-Directed Learning

- The original design of LSI included more self-directed learning than is currently implemented. As we move forward next year renewed emphasis will be placed on providing a more flexible and self-directed learning based curriculum.

LG/LP/Projects Update

- LG/LP are integrating block concepts as much as possible.
- The Project content during the Neuro block was moved out of the block due to the student feedback on time stressors.

LSI APC Minutes **April 24, 2013**

Present: Victoria Cannon, Doug Danforth, Troy Schaffernocker, Raheela Khawaja, Sheryl Pfeil, Mary Beth Fontana, Emily Rismiller, Mike Horgan, Jose Bazan, David Lindsey, Georgia Bishop, Jane Goleman, Jack Kopechek, James Collen (M2), Brian Myers (M1), John Davis, Charles Hitchcock, Adam Quick, Judith Westman, Jonathan Schaffir, Doug Post, Jennifer Burgoon, John Mahan, Cammie Curren, Udayan Bhatt

Cardiopulmonary Block Update

- The block is going very well so far. We are currently in week 4 and the overall average on evaluations is 3.29 out of 5.
- The students appreciate that the block is not as front-loaded as previous blocks. They also like the sequencing and the small groups.
- The small groups have been well attended despite that they are not mandatory. The students enjoy the series of cases with focused topics and problem solving with a facilitator.
- The students also had positive comments on Dr. Allen's e-learning modules. The e-learning modules are set-up as short (12-15 minutes) on camera lectures that includes the PPT.
- The midterm average was 85.59% and there were 10 students below 70%.
- The students enjoyed the ultrasound practice sessions and they were well attended. The students asked that the sessions be moved to later in the block.
- The students commented that they did not have adequate time to practice their physical exam skills with the standardized patients during the LG OSCE.
- The LG curriculum is set-up similarly in each block with the basic physical exam skills taught in the first few weeks, standardized patients are reintroduced for practice in preparation for the OSCE's.
- The general suggestion for other blocks was to have materials posted early for the students, not to frontload as much, and continue having mini-lectures for anatomy.

Textbooks

- Block leaders need to work on identifying textbooks to be used as primary or secondary resources to go along with the learning objectives.
- The students commented that most "required textbooks" were not used effectively so if we decide to make textbooks required than they should really be used.

GI/Renal Block Update

- The calendar is being finalized with anatomy being split up throughout the block. (This may be revised)

- The Renal curriculum is very concise and incorporates anatomy and embryology, e-learning modules and several TBL sessions.
- Psychosocial aspects will be pulled into the medical knowledge portion of the block, incorporating real life consults into clinical discussions.
- Two nutrition modules have been published already.
- Ultrasound sessions will be incorporated, it is undecided if they will be required or not.
- Pathology, physiology and pharmacology will be taught using lectures, e-learning and textbooks.
- LG will use summaries of what has been taught so far to use with their standardized patients. They will use clinical reasoning cases and two video clips from the video World's Apart which incorporates cultural aspects.

Endo/Repro Block Update

- The calendar for the block is mostly set.
- The curriculum is split by subject from week to week with overlap throughout.
- The reproduction material includes several e-learning and clinical skills components.
- The endocrinology material is incorporating radiologic studies.
- There will be a TBL each week during the block and formative quizzes each week.
- Behavioral science material will be covered that includes a LGBT panel.
- The anatomy/embryology/histology and physiology will be done using e-learning modules and text based resources.
- There will be a diabetes small group.
- Pelvic anatomy will be done in weeks two and three of the block.
- LG will focus on domestic violence and delivering bad news along with physical exam skills and standardized patients being used.

Host Defense Block Update

- The block is coming along and includes dermatology, rheumatology, immunology and hematology.
- Dr. Bazan is working on identifying all faculty by May 1st and the TLM type that will be used. He would like to link primary and secondary LO's by June 1st.
- There will be several TBL sessions used throughout the block.
- There will be a semi-final exam right before the winter break. When the students return from winter break they will have Exploration/Remediation Week 3 before returning to the Host Defense material.
- Dr. Goleman will need to meet with Dr. Bazan to plan out the integration of the LG sessions. LG plans on covering advanced directives, spirituality, healthcare finance and a hand washing exercise.

Foundations Block Update

- The material in this block is based on the general principles curriculum covered in the Step 1 content outline.
- The block will be split into two blocks, Foundations 1 (5 weeks) and 2 (6 weeks) with a final exam for Foundations 1 on the Monday of week six.
- The first block has been rearranged quite a bit and the second block is mostly the same. The students will have an opportunity to take a biochemistry proficiency text prior to entering the curriculum to assess their level of knowledge. It is expected that the students have a pre-requisite knowledge of that material.
- There will be a sickle cell small group and two TBL sessions. One of the TBL sessions will focus on EBIRE material exclusively.

Announcements

- The OECRD position that has been posted will change quite a bit to attract a candidate that can design, develop and coordinate the curriculum and faculty.
- The Evaluation and Assessment team is working on the E&A Module in VITALS in hopes to not rely on Medstar for next year.
- There will be a student handbook meeting coming up next month sometime so all of the component leaders should be working on updating their piece in the current handbook.

LSI APC Minutes May 22, 2013

Present: Victoria Cannon, Doug Danforth, Troy Schaffernocker, Sheryl Pfeil, Mary Beth Fontana, Emily Rismiller, Mike Horgan, Jose Bazan, Raheela Khawaja, Georgia Bishop, Jack Kopechek, Ryan Blackwell (M1), John Davis, Charles Hitchcock, Doug Post, Jennifer Burgoon, Cammie Curren, Bradley Watkins, Angela Miles, Diana Bahner, Kevin Stringfellow, Eric Ermie, Cynthia Ledford, Courtney Gilliam (M1), Nicki Verbeck, Joanne Lynn

Exploration Week 2

- The first exploration week was in January, there were various lectures on topics like academic medical wellness and specialties.
- The second exploration week will be on June 10-14, 2013. Monday morning will include lectures on wellness, burnout and a talk given by representatives from the Medical Board.
- On Tuesday/Wednesday and Thursday/Friday there are morning modules that students will participate in with 21 different specialties.
- There will be similar modules in the third exploration week in Part One, year two.
- The students put in their preferences for the specialties and Dr. Lynn tried to accommodate those preferences. Every student will have Family Medicine.
- Each department will track attendance for the modules and report back to the E&A office.

New Articulate Process

- Victoria Cannon presented a proposal for a revised process for Articulate development; it is attached to these minutes.
- The proposal outlined a more consistent development process and should help reinforce best practices and address quality control issues in module creation.

Learning Objective Review Team

- Dr. Westman is organizing a Learning Objective Review Team which will focus on systematic review of all Learning Objectives in LSI to ensure relevance, depth, and scope.
- The team will function similarly to the Test Item Review Team.

Faculty Handbook

- We are in the early phases of developing a faculty handbook that incorporates all pieces of the curriculum.
- Feedback will be requested from the APC to identify relevant topics for the handbook.

- This handbook will be specific for LSI and will include a link to the main faculty handbook.

Remediation Process

- The medical knowledge remediations for MPPC, Neuro and Cardiopulmonary blocks will be done on June 28, 2013 and will include an anatomy practical. Two students need to remediate two failures. Their second remediation exam is scheduled for July 12, 2013.
- The delay in remediations is intentional and will allow adequate time for students to prepare for the remediation exams.
- Resources will be prepared for those students that are remediating.

Student Feedback

- Student feedback on the Cardiopulmonary Block was very positive.
- The students felt the block was very well organized, that they liked the small groups and TBL sessions.

Announcements

- Since the faculty have varying degrees of experience working in VITALS, we will work with the VITALS team to have training and working sessions.
- The student representatives were asked to provide examples of good Articulate modules to provide to the faculty as exemplars.
- The student handbook is being revised with a scheduled completion date of mid-July.
- The topic of formally acknowledging faculty was brought up. Teaching hours are being calculated in VITALS to account for time. The faculty would like to know the course number, teaching hours and possibly the student evaluations. This will be discussed internally and brought forward in a future meeting.
- Evaluation and Assessment data from all first year blocks will be discussed at the next meeting.

LSI APC Minutes
June 26, 2013

Present: Victoria Cannon, Doug Danforth, Troy Schaffernocker, Emily Rismiller, Mike Horgan, Jose Bazan, Raheela Khawaja, Georgia Bishop, Ryan Blackwell (M1), John Davis, Charles Hitchcock, Doug Post, Jennifer Burgoon, Cammie Curren, Bradley Watkins, Angela Miles, Diana Bahner, Kevin Stringfellow, Eric Ermie, Cynthia Ledford, Courtney Gilliam (M1), Sally Ogle (M4), Madison Lee (M3), Jane Goleman, David Lindsey, Eric Fox, Jonathan Schaffir, Judith Westman, John Mahan

Approval of Minutes

- The minutes from the May 22, 2013 APC meeting were approved with no changes made.

Evaluation Results from Part One, year one

- The Evaluation and Assessment Team has prepared a summary of evaluation data for year one. It will be distributed to the committee following review by Dr. Davis and Dr. Clinchot..

Textbooks

- A list of previously used textbooks that included any web or free version available was distributed to the committee to facilitate finalizing the list for this academic year.
- The med 1 students will receive iPads and the med 2 students will receive iPad mini's this year. Any textbooks that could be used on these devices needs to be identified.
- All block leaders need to email their textbook decisions to Casey Leitwein by July 8th.

Faculty Handbook

- We are in the early phases of developing a faculty handbook that incorporates all pieces of the curriculum.
- A list of possible sections for the handbook was handed out to the committee and the committee members provided additional section ideas. (the list is attached)
- This handbook will be specific for LSI and will include a link to the main faculty handbook.

Student Feedback

- Student feedback on the Cardiopulmonary Block was very positive.
- The students felt the block was very well organized, that they liked the small groups and TBL sessions.
- The students also felt the final exam was difficult but fair and overall they felt happy with the block.

Announcements

- Introduction lectures and review sessions for each course component are highly recommended for each block and were a part of the original design of the curriculum.
- Each week of the curriculum should consist of approximately 20 hours of new content and overall should have no more than 45 hours of overall content. Time for each week should ultimately be tracked by the block leader.
- A guide for TLM types and what is considered “new content” will be attached to these minutes.
- Dr. Ledford would like each block leader to be consistent in naming their course components in VITALS, i.e. Block name: week # subject (Bone & Muscle: week 3 Upper Extremity)

LSI APC Minutes July 24, 2013

Present: Victoria Cannon, Doug Danforth, Troy Schaffernocker, Emily Rismiller, Mike Horgan, Jose Bazan, Ryan Blackwell (M1), John Davis, Charles Hitchcock, Doug Post, Jennifer Burgoon, Cammie Curren, Bradley Watkins, Angela Miles, Diana Bahner, Kevin Stringfellow, David Lindsey, Eric Fox, Judith Westman, Rada Kuperschmidt, Mary Beth Fontana, Sheryl Pfeil, James Collen (M3), David Ellis (M2), Shauna Collins (M2), Adam Quick, Joanne Lynn, Jack Kopechek,

Approval of Minutes

- The minutes from the June 26, 2013 APC meeting were approved with no changes made.

Orientation Week

- Orientation week for the incoming class is August 5-9.
- The schedule of events is attached to the minutes.

Foundations 1 Block Update

- The Foundations 1 calendar will be finalized by July 26th.
- The learning objectives are approximately 85% complete.
- Approximately 10% of the material from last year has been removed or redistributed in other blocks.
- 13 Biochemistry modules were removed from the block and put into a readiness course that included practice quizzes and was released to the students prior to the block.
- Dr. Hitchcock has added TBL sessions and quiz review sessions to the block.
- There are several required patient panels throughout the block.
- Procedures skills training e-learning modules and practice sessions will occur throughout the block.

GI/Renal Block Update

- The block is six weeks long with a split curriculum with some overlap of material.
- The block will use lectures, e-learning modules, pre-recorded lectures, independent readings, 3 TBL sessions and optional ultrasound sessions.
- The learning objectives have been sorted and mapped manually by the Learning Objective Review Team and the block leader.

Gateway Dates

- The goal of the gateway dates is to ensure that students are adequately progressing through the curriculum in a timely manner. Students must complete all outstanding remediations by the posted Gateway Dates.
- The 2012-13 academic year did not enforce the gateway dates due to conflicting rules.
- The new gateway dates policy is attached to the minutes.

Incorporating Projects into the Blocks

- All project work will be placed on the first Thursday or Friday of every block in the VITALS calendar. This will allow the students to utilize the flexible scheduling since most due dates for project work will be several weeks later.
- The project grades will be integrated into the block score and the LSI Part One overall grade. Projects will be worth 5% of the total Part One grade.
- A motion was approved to accept the revised scoring for Projects.

Student Feedback

- Feedback from the students throughout the year has already been implemented.
- As a whole the students are more relaxed and have a positive outlook for this year.
- The students felt there needed to be a more consistent form of communication.
- Dr. Danforth will participate in the check-in sessions that Dr. Davis organizes.
- The LSI Evaluation and Summary report will be presented to the med 2 students on the first day of classes.

Integrations and Guided Board Preparation

- A motion was approved to use practice NBME's exams for the Integrations and Guided Board Prep block at the end of year two.
- Dr. Davis will present a description of this block at the next APC meeting

Announcements

- Dr. Kirk McHugh is the new Division Director for Anatomy. He will work with Dr. Burgoon to ensure as much consistency as possible for the blocks.
- Written exams will be administered on iPads for Med 1. Written exams will continue to be given on laptops for Med 2.
- Anatomy practical exams will be given on the iPads this year with a possibility of using the mini's as well.

LSI APC Minutes August 28, 2013

Present: Georgia Bishop, Julie Bishop, Victoria Cannon, Doug Danforth, Sammie Ellwood, Emily Rismiller, Mike Horgan, Jose Bazan, Ryan Blackwell (M2), John Davis, Charles Hitchcock, Cammie Curren, Bradley Watkins, Angela Miles, Troy Schaffernocker, Jonathan Schaffir, Kevin Stringfellow, David Lindsey, Eric Fox, Mary Beth Fontana, Sheryl Pfeil, James Collen (M3), David Ellis (M2), Shauna Collins (M2), Joanne Lynn, Jack Kopechek, Jane Goleman,

Approval of Minutes

- The minutes from the July 24, 2013 APC meeting were approved with no changes made.

Integrations & Guided Board Prep Block Proposal

- The rough draft for the block is attached to the minutes.
- The first day of the block will be dedicated to a comprehensive and anatomy NBME exam.
- Scores from the NBME exams will be expedited in preparation for E-Portfolio coach meetings by the end of the first week.
- The second day of the block will have various lectures such as ACLS, wellness guides and study approaches, etc.
- Each block will get 2 days to review their material in high yield content and case based review sessions. Lectures will be recorded.
- Block leaders should facilitate the sessions with the content experts from their block.
- Each week will end with a summative quiz on the material from that week. Those quizzes can be a mix of old and new questions but should be more integrative.
- Assessment week will consist of a practice NBME exam on Monday, ICM lectures and/or clinical skills procedures Tuesday morning and the student clinician ceremony on Tuesday afternoon. E-portfolio coach meetings will be scheduled for Friday.
- If students do poorly on the NBME practice exam then COM support staff will meet with students to assist in preparation for Step 1.
- The block grade will be based on the summative quizzes. The remediation for the block is taking the Step 1 exam.
- The students have to take Step 1 by May 3, 2014.
- It was suggested that Dr. Westman discuss Step 1 at an APC meeting or during the block leader meetings.
- It was also suggested that the block leaders take an NBME exam to get a feel for the questions.

Block Updates

- Foundations 2 is almost complete and should be released to the students by the end of the week.
- Endo/Repro will also be released to the students by the end of the week.

Part One Summary Report Update/Longitudinal Practice Update

- The data for the procedures done during LP was incorrect and only pulled from the Cardiopulmonary block. That data is being re-analyzed.
- LP administration has been contacting specific students based on feedback, to respond and remedy issues at the LP sites.
- LP will gather an action plan and summary to present at an upcoming meeting.

Student Feedback

- Med 1
 - The procedures curriculum is going exceptionally well so far.
 - Longitudinal Group feedback has been good.
- Med 2
 - The first couple of weeks of GI/Renal were heavy and the quiz was tough.
 - The subsequent weeks have been lighter.
 - The students have given positive reviews for Dr. McHugh.
 - The students have asked that notes or the script be available in the emodules. The faculty are encouraged to provide a script but do not always use a script when creating modules.

LSI APC Minutes October 23, 2013

Present: Georgia Bishop, Julie Bishop, Doug Danforth, Sammie Ellwood, Mike Horgan, Jose Bazan, Ryan Blackwell (M2), John Davis, Charles Hitchcock, Cami Curren, Bradley Watkins, Angela Miles, Troy Schaffernocker, Jonathan Schaffir, Kevin Stringfellow, David Lindsey, Eric Fox, Mary Beth Fontana, Sheryl Pfeil, James Collen (M3), David Ellis (M2), Shauna Collins (M2), Jack Kopechek, Udayan Bhatt, Ann Dietrich, Jennifer Burgoon, Diana Bahner, Blake Zimmers, Adam Quick, Bradley Schnedl (M3)

Approval of Minutes

- The minutes from the August 28, 2013 APC meeting were approved with one change made to the present list.

Item Analysis Distribution Process

- Block leaders should distribute exam item analysis data to their faculty.
- The faculty members should make edits based on that data.
- Deleted questions should be included when distributing that data.

Block Summaries/Updates

- The GI/Renal block has concluded. Drs. Pfeil and Bhatt will work on decompressing week 2 for next year. The students loved the Renal TBL's but pharmacology needs to be worked on. The exam average was 86%.
- There are many TBL sessions in the Endo/Repro block. The clinical skills sessions went very well.
- The first week of the Bone & Muscle block look very busy with a lot of anatomy sessions. The block does ease up and has lots of repetition built in it.
- The Host Defense block will have a midterm and a final.
- Dr. Davis and Dr. Lynn gave a Step 1 lecture to the med 2 class that included a layout of the Integrations block.

Faculty Evaluations

- A proposal on incorporating faculty evaluations into the blocks was handed out to the committee. The proposal is attached to the minutes.
- The proposal includes obtaining formative feedback on the quality of teaching.
- The evaluations will be distributed to a subgroup of the students either using the same subgroup that are established for each block or using a different rotation of students.
- The student representatives suggested having both TLM and faculty evaluations in one evaluation form.
- The administration will look into the logistics of the student's suggestion.

Announcements

- 194 Med 1 students have been placed for Longitudinal Practice. The students were placed with their interests in mind this year.
- Dr. Goleman is leaving her LG leadership role. Dr. Cami Curren will be taking over the LG leadership role.
- All dissections will be mandatory this year.
- Anatomy practicals will no longer be MCQ exams, they will use fill in the blank questions; spelling will not count.
- The Anatomy Practical will be given on Tuesday to allow the labs to be open over the weekend until 8am on Monday.
- A standard student absence approval form was approved by the committee.

Student Feedback

- Med 2
 - Dr. McHugh does a great job of integration and providing comprehensive embryology lectures.
 - TBL clickers do not work properly; the students suggested using iPads or admissions TP clickers.
 - The students requested that TBL material be presented 48 hours before the actual TBL to allow students who have LG or LP time to prepare for TBL.
 - The students requested that required pre-readings for TBL sessions be placed in a separate TLM in VITALS.
 - Separating out learning objectives for IRAT and applications exercises makes it easier to study.
 - The students requested that the Health Coaching project information be given to the students just in time of the actual requirements.
 - The students suggested that all emodules provide a script or outline.

LSI APC Minutes December 4, 2013

Present: Georgia Bishop, Doug Danforth, Sammie Ellwood, Mike Horgan, Jose Bazan, Ryan Blackwell (M2), Charles Hitchcock, Cami Curren, Bradley Watkins, Jonathan Schaffir, Kevin Stringfellow, David Lindsey, Eric Fox, Mary Beth Fontana, Sheryl Pfeil, James Collen (M3), David Ellis (M2), Shauna Collins (M2), Ann Dietrich, Blake Zimmers, Adam Quick, Rada Kuperschmidt, Raheela Khawaja, Emily Rismiller, Marisa Scholl, Nicki Verbeck, Judith Westman, John Mahan, Jeffrey Yu (M1)

Approval of Minutes

- The minutes from the October 23, 2013 APC meeting were approved.

Student Evaluation of Faculty

- Students' currently give TLM's a numeric score and comments every two weeks.
- Starting in the Bone & Muscle block the med 1 students will now be asked to fill out an evaluation on faculty members every two weeks.
- The new faculty evaluation is 3 questions long and will be staggered with the TLM evaluations.
- These faculty evaluations will help improve teaching and provide feedback for promotion and tenure.

Faculty Evaluation of the Program

- A subcommittee of the APC will be formed to formulate a plan for faculty to evaluate the program. This will occur in January.
- The subcommittee will focus on answering how the program is meeting the needs of the faculty.

Block Summaries/Updates

- Dr. Bishop worked very hard to address the issues on balancing the basic and clinical science for this year's Bone & Muscle Block.
- The Bone & Muscle block was heavy with anatomy during the first two weeks. Study time and anatomy lectures were added based on feedback from second year students.
- The Endo/Repro block seemed to go fairly well with an average of 82%. There was good feedback from the students overall, they were pleased with the small groups and the clinical skills sessions.
- The Host Defense Block is under way with the first quiz coming up. Dr. Bazan has been gathering USMLE style questions from the faculty but it has been difficult. Dr. Westman offered to do faculty development on writing questions.
- Host Defense will have a midterm before the winter break.

- Exploration week for med 1 and med 2 students will occur after the winter break. The remediation exams will also occur during that week.

Student Feedback

- **Med 2**
 - The students feel they are unclear of the basics to accomplish for the OSCE.
 - The students expressed that they did not receive all of the material for the OSCE in their LG sessions. Dr. Westman let the students know that the OSCE material covers all relevant material from Building Foundations, LG, LP and Projects, she also pointed out that the OSCE's are cumulative.
 - The students requested that the LP evaluations correlate better with participation during the sessions instead of a numerical grading scale.
 - The students requested that they be notified ahead of time when VITALS will be down.
 - There is a buzzing sound in Mediasite during the live streaming; the students asked that this be fixed.
 - The students asked to be notified of the weighting of the Host Defense final. The final will be cumulative and comprehensive.
 - The Host Defense remediation exam will be given at the end of the Integrations and Guided Board Prep block.
 - The students requested that they be given 2 weeks of material per quiz instead of 3 weeks.
- **Med 1**
 - The students asked to be added to the Tutornet Carmen site and given instructions on how to access the site. Nicki Verbeck will work on this and Casey Leitwein will send the information out in the Monday email.
 - The students feel that having points associated with the TBL sessions leads to too much competition within the groups. Dr. Danforth assured the students that the groups will get to a point where they work together.
 - The student requested that all documents associated with the Bone & Muscle prosection and self-study sessions be attached to the TLM's. Angela Miles will work on this.
 - The students felt the anatomy lectures were helpful but they would like them moved to later in the block.
 - The students requested that a board style, optional exam be given for practice. Dr. Danforth let the students know that they will receive a subject exam in Neuro but there are points associated with it. He also let the students know that the block exams will have these types of questions on them as well.