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Medical Student Education Committee Minutes

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6-14-2016

### 2016 June 14 - Medical Student Education Committee Minutes

Medical Student Education Committee, East Tennessee State University

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### **Medical Student Education Committee - MSEC**

The Medical Student Education Committee of the Quillen College of Medicine met for its Annual Meeting with Course and Clerkship Directors on Tuesday, June 14, 2016, at 3:30 pm in the Nancy B. Stanton Auditorium - Stanton-Gerber Hall, Building 178.

### **Annual Meeting Attendance**

Caroline Abercrombie, Academic Affairs  
Robert Acuff, Surgery  
Patti Amadio, Academic Affairs  
Eric Beaumont, Biomedical Sciences  
Reid Blackwelder, Family Medicine  
Brock Blankenship, Academic Affairs  
Martha Bird, Psychiatry  
Lorena Burton, Academic Affairs  
Brian Cross, Pharmacy  
David Cooper, M2  
Michelle Duffourc, Biomedical Sciences  
Tom Ecay, Biomedical Sciences  
Jessica English, MS4  
Jennifer Hall, Biomedical Sciences  
Russell Hayman, Biomedical Sciences  
Cindy Lybrand, Academic Affairs  
Theresa Lura, Academic Affairs

Stephen A. Geraci, Internal Medicine  
Jennifer Gibson, Pediatrics  
Theodore Hagg, Biomedical Sciences  
David Johnson, Biomedical Sciences  
Tom Kwasigroch, Biomedical Sciences  
Demetrio Macariola, Pediatrics  
Ramsey McGowen, Academic Affairs  
Tamara McKenzie, Surgery  
Jason Moore, Family Medicine  
Paul Monaco, Biomedical Science  
Jerry Mullersman, Pathology  
Kenneth Olive, Academic Affairs  
Antonio Rusinol, Biomedical Sciences  
Robert Schoborg, Biomedical Sciences  
Rupal Shah, Internal Medicine  
Sharon Smith, Academic Affairs  
Rachel Walden, Learning Resources

Shading denotes or references MSEC ACTION ITEMS

Dr. McGowen called the Annual Meeting to order at 3:30 pm.

#### **1. Announcement of 2016-2017 MSEC Meeting Dates**

A listing of the 2016-2017 MSEC meetings dates, to include Retreats and next Annual Meeting were provided to those in attendance. Dr. McGowen reviewed the purpose of the annual meetings, including keeping all course and clerkship directors up-to-date on curriculum developments, and obtaining feedback between and across those involved in the curriculum, noting that this year focuses on the periodic and comprehensive review of curriculum processes.

*MSEC meeting dates are found in the Annual Meeting Documents and at the end of the minutes.*

## **2. Review and Follow Up MSEC Annual Meeting of June 2015 to Present**

Dr. McGowen reviewed MSEC curriculum review processes over the past year and what has yet to be completed. Recommended changes for the curriculum are projected to be implemented in the 2017-2018 academic year (with the need for flexibility acknowledged). This is the same year that the College's LCME self-study report and Data Collection Instrument (DCI) will be based on.

Three working groups were organized at the start of the 2015-2016 academic year, following last year's annual meeting input. The working groups responded to sets of questions that covered content, sequencing, organization, integration and assessment of the present curriculum. Their final reports were presented to MSEC in February 2016.

MSEC identified priority actions from the working groups' reports and included Institutional Educational Objectives needing attention, into one priority action list. Three implementation groups (*Preclerkship, Clinical and Doctoring*) have been identified and will work to develop a plan for acting on these recommendations for curriculum changes based on the priority action list groupings. Their reports will be due to MSEC in the February 2017. Today's annual meeting will allow for broad input by course and clerkship directors to the implementation group assignments by identifying opportunities, challenges and resources for the implementation groups to consider as they develop plans.

## **3. Breakout Session**

Those attending the meeting were divided into breakout groups to consider the implementation group action items for which they will develop recommendations and plans. Instructions for the breakout session were given and three groups of two subgroups (A & B) each separated with a list of priority action items for the Implementation groups. Each group was given an initial 20 minutes to address opportunities, challenges, and resources for each of the assigned subgroup priority action list items. In the following 30 minutes each subgroup rotated so that they might review and add information on the previous subgroups' input.

After the breakout groups completed their discussion of the implementation groups' action items, all groups came back together for a large group discussion. A spokesperson from each group commented on the opportunities, challenges, and resources identified by the group. All input has since been compiled and will be shared with the implementation groups for review, consideration and follow-up in their reports to MSEC.

*The Priority Action List with the Annual Meeting input is provided in the Annual Meeting Documents.*

The meeting was adjourned at 5:30 pm.

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## MSEC Annual Meeting Documents

1. [MSEC Meeting Dates List](#)
  2. [Annual Meeting Program Evaluation presentation](#)
  3. [Breakout Group Instructions](#)
  4. [Breakout Group Assignments](#)
  4. [Summary Priority Action List with Annual Meeting Input](#)
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## Upcoming MSEC Meetings

Tuesday, July 19 – 3:30-6:00 pm  
Tuesday, August 16 – 3:30-6:00 pm  
Tuesday, September 20 – 3:30-6:00 pm  
Tuesday, October 18 – **Retreat** – 11:30-6:00 pm  
Tuesday, November 8 – 3:30-6:00 pm\*  
Tuesday, December 6 – 3:30-6:00 pm\*  
Tuesday, January 17, 2017 – **Retreat** – 11:30-6:00 pm  
Tuesday, February 21, 2017 – 3:30-6:00 pm  
Tuesday, March 21, 2017 – 3:30-6:00 pm  
Tuesday, April 18, 2017 – 3:30-6:00 pm  
Tuesday, May 16, 2017 – 3:30-6:00 pm  
Tuesday, June 20, 2017 – **Retreat** 11:30-3:30 pm/**Annual Meeting** 3:30-6:00 pm  
\*Note not on the 3<sup>rd</sup> Tuesday of the month due to holiday scheduling

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## TIME LINE: Program Evaluation to LCME Visit

2015-16 Review of the entire medical education program  
2016-17 Implementation planning of identified curricular changes  
2017-18 Academic Year reported on in Self-study Summary Report and DCI  
2018-19 Complete Self-study Summary Report and DCI based on academic year 2017-18 data; begin process in March 2018  
2019-20 Self-study Summary Report and DCI due to LCME spring 2019 with site visit fall 2019