

**EAST TENNESSEE STATE UNIVERSITY
QUILLEN COLLEGE OF MEDICINE
Medical Student Education Committee
Minutes
February 1, 2011**

The Medical Student Education Committee of the Quillen College of Medicine
met on Tuesday, February 1, 2011 at 4:15 p.m.
in the Academic Affairs Conference Room, Stanton-Gerber Hall.

Voting Members

Present:

Ken Olive, MD
Mary Hooks, MD
Dave Johnson, PhD
Forrest Lang, MD
Ramsey McGowen, PhD
Paul Monaco, PhD
Jeanne Young, M-4
Dustin Price, M-3
Jamie Reagan, M-2

***Ex officio* / Non-Voting & Others**

Present:

Tom Kwasigroch, PhD
Theresa Lura, MD
Suresh Ponnappa, MSLS
Penny Smith, EdD
Cindy Lybrand, MEd
Lisa Myers, BA

1. Approval of Minutes

The minutes from the 1-11-11 meeting were approved as distributed.

2. Topics

- a. **2011 USMLE Policy** – Revised by Dr. Olive, Dr. Kwasigroch, Doug Taylor, Carol Plummer and Cathy Peeples; approved by the Student Promotions Committee on January 19, 2011

“The United States Medical Licensing Examination® (USMLE®) is a three-step examination for medical licensure in the United States and is sponsored by the Federation of State Medical Boards (FSMB) and the National Board of Medical Examiners® (NBME®).

The USMLE assesses a physician's ability to apply knowledge, concepts and principles, and to demonstrate fundamental patient-centered skills that are important in health and disease and constitute the basis of safe and effective patient care.”

Formal policy to be included in the 2011-2012 Student Handbook; *abridged as follows:*

Requirements for graduation, students must pass USMLE Step 1 and both components of USMLE Step 2: Clinical Knowledge (CK) and Clinical Skills (CS).

All students are required to take Step 1 in advance of the Transitions to Clinical Clerkships course at the beginning of the junior year.

Based on their prior academic performance, some students may be identified by the Executive Associate Dean (EAD) as eligible to delay taking the exam, preceded by a period of “special studies” preparation. If eligible students choose to delay the exam, they must submit to the EAD a written request accompanied by a study plan. Approved students will then be required to submit periodic progress reports to the EAD. These students are expected to take Step 1 by the end of Period 1.

In the event a student fails Step 1 on their first attempt, the following principles will guide modification of their schedule in order for them to 1) prepare for a successful retake of the exam and 2) complete / receive credit for at least two clerkship periods by the end of the fall semester.

- a. Students already in a clerkship when they receive a failing score will generally be expected to complete the current clerkship before taking the next period off to prepare to retake the exam by the end of that period. No more than two clerkship periods in the fall semester may be permitted for special studies; periods of special studies cannot be taken consecutively.
- b. Students without a passing score by the beginning of Period 5 may elect to continue with up to two additional periods of special studies or begin a Leave of Absence. Once a passing score is achieved, students may resume their third year curriculum.
- c. In accordance with USMLE policy, students may repeat Step 1 no more than four times in a 12-month period.
- d. All required third year clerkships must be completed before beginning clinical requirements of the fourth year.

Students are strongly encouraged to take both components of Step 2 prior to the beginning of or very early in their fourth year. Should a student not achieve a passing score on Step 2 CK, USMLE policy states it may be taken no more than four times within a 12-month period. If a failing score is received on Step 2 CS, USMLE policy states it may be taken no more than three times within a 12-month period. Both components of Step 2 must be passed before a student can graduate.

[Noted that the revised policy will better address the off-cycle process and schedule changes allowing students to attain more course credit and improving administrative oversight and consistency – No MSEC action required]

b. Proposal to Revise “Faculty Evaluation of Clerkship Student” Form in New Innovations for 2011-2012

- Quillen form used in recent years is currently available online in New Innovations
- Dr. Olive presented an evaluation from another school as a sample of the proposed direction toward using competency-based categories more aligned with Quillen commencement objectives, and evaluation items (questions) with a more defined and descriptive scale

- Discussion centered on the vital role of faculty's timely, meaningful and constructive comments – New Innovations now provides students with online access to faculty feedback and compiles these comments for possible inclusion in Medical Student Performance Evaluations (MSPE), a part of residency applications
- *Proposal will be forwarded to all Clerkship Directors for their consideration.*

c. Proposed Rural Track Course Alternatives

- In 2009-2010 pending RPCT curricular modifications, the M-1 Research & Practice and M-2 Community Health Projects courses were changed from required to elective
- RPCT students now have the option between enrolling in these (45hr) courses **plus** M-1 Rural Case Oriented Learning (45hr) / M-2 Practice of Rural Medicine (45hr) **or** taking expanded (90hr) versions of Rural COL / Practice of Rural Medicine
- All offerings are Pass / Fail
- Suggestion was made to vary the names to differentiate between the 45hr and 90hr versions of Rural COL and Practice of Rural Medicine
- *On a motion by Dr. Monaco and seconded by Dr. McGowen the change in the RPCT curriculum was approved, retroactive to Fall 2010.*

d. LCME / Other

Dr. Olive reminded the committee of the LCME self-study timeline, March – July. He mentioned the reports schedule being set and the urgency to receive all course and clerkship keywords so they can be entered into the database.

Dr. Johnson initiated a brief discussion regarding Quillen admission criteria and tracking students' success rates. Members expressed the importance of students' attitudes and behaviors in addition to their basic science background and MCAT scores.

Dr. Monaco applauded faculty and technology for keeping a fast moving curriculum on track in spite of Snow Days.

3. Recent documents / topics {Linked **or** on file in Academic Affairs – contact myers@etsu.edu}

[USMLE Policy \(2011-2012 M-3 Academic Calendar\)](#)

[Sample: M-3 "Evaluation of Student" Form for New Innovations](#)

[Curriculum Grid – RPCT Course Alternatives](#)

4. Announcements

Dr. Olive announced that Dr. Mary Hooks was awarded the 2011 Association for Surgical Education (ASE) Philip J. Wolfson Outstanding Teacher Award.

The next meeting will be on March 1, 2011.

5. Adjournment

The meeting adjourned at 5:00 p.m.