

**EAST TENNESSEE STATE UNIVERSITY
QUILLEN COLLEGE OF MEDICINE
Medical Student Education Committee
Minutes
February 18, 2014**

The Medical Student Education Committee of the Quillen College of Medicine
met on Tuesday, February 18, 2014 at 4:15 p.m.
in the Academic Affairs Conference Room, Stanton-Gerber Hall.

**Voting Members
Present:**

Ramsey McGowen, PhD
Caroline Abercrombie, MD
Michelle Duffourc, PhD
Jennifer Hall, PhD
Howard Herrell, MD
Paul Monaco, PhD
Jerry Mullersman, MD, PhD, MPH
Jessica White, M4
Rebekah Rollston, M2
Jessica Arthur, M1

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

Tiffany Lasky, DO, MS
Theresa Lura, MD
Cindy Lybrand, MEd
Cathy Peeples, MPH
Lisa Myers, BA

Shading denotes or references MSEC ACTION ITEMS

1. Topics

a. Information Items

- Update: MSEC / Other QCOM Calendars

In follow-up to MSEC's [2-4-14](#) decision to again hold meetings once a month, Ms. Lybrand submitted a summary table listing meeting information that illustrated the associated work among the many QCOM standing committees and MSEC subcommittees and working groups; she also provided a breakdown of current membership for MSEC's Outcomes and M1/M2 & M3/M4 Review Subcommittees and Nutrition, Curriculum Integration Framework (CIF) & Integrated Grand Rounds (IGR) working groups.

- Update: AAMC Curriculum Inventory (CI) Portal

Ms. Lybrand informed the committee that the deadline for the initial upload of curriculum data was extended from February 10 to March 10. New Innovations is debugging and has had a successful upload with another pilot school; we plan to upload test data by March 10.

b. Update: Outcomes Subcommittee – Revision of Self-study Forms to Reflect Benchmark

Ms. Peeples reported that after collaboration by the MSEC subcommittees and Academic Affairs, revisions in the Annual and Comprehensive Course Director Self-study forms were finalized, and the forms were distributed to Fall 2013 course directors.

One change on the forms regarded the outcome measure: 95% of students will achieve a passing grade on institutionally developed course/clerkship assessments (numeric grade average excluding NBME) for those courses which have mapped to the Medical Knowledge domain objective.

“What percent of students passed all departmentally developed quizzes and/or exams?” was changed to “What percent of students had an overall average of 70 or above on departmentally developed quizzes and/or exams (exam & quiz numeric grade average only at the end of the course excluding NBME)?”

c. Revisit: Comprehensive Basic Science Exam (CBSE)

Dr. McGowen recounted recent discussion and MSEC action:

[9/3/13](#) MSEC meeting – Outcomes Subcommittee recommended consideration of CBSE as a curriculum outcome measure to replace individual NBME Subject Exams; MSEC approved use of the Comprehensive Basic Science Exam beginning AY 2014-2015 to be administered four times, at the end of the first four semesters.

12/12/13 – Review of CBSE by basic science faculty

1/14/14 – Discussion among course directors and administration at the Quarterly Course Directors Meeting; there was course director support for the concept of progress testing, but lack of consensus in regard to the best use and timing for CBSE and giving up individual subject exams

1/28/14 – MSEC Retreat – Abbreviated discussion; decision to revisit at this 2/18 meeting

Today's discussion regarded:

- Prerequisite for determining how and when the exam should be administered depending on how the data will be used
- Information, plus data from other schools about CBSE and progress testing
- Characteristics of progress testing
 - Longitudinal assessment
 - Based on recurrent equivalent tests
 - Determines growth in functional knowledge (acquisition and retention)

- Rationale and possible uses of progress testing
 - Comprehensive formative assessment of student progress through the curriculum: way for faculty and students to identify areas of weakness in teaching and learning; identification of poor test takers; improved awareness of students' need for assistance
 - Reduction of binge learning; learning how to study and learn in a holistic way
 - Summative assessment with consideration of: establishing thresholds for passing/showing improvement over time, for remediation, for predicting success on Step 1; score being percentage of course grade
 - Incentive and preparation for passing Step 1: personalizing study plans; seeking guidance; experiencing similar question types and testing environment
 - Curricular measurement, setting benchmark: need for assessment/grade incentives to ensure validity; potentially compare data with ExamSoft learning outcomes
- Best placement, focusing on early January of M2 &/or end, but allowing time to make up for any deficiencies
- Further consideration pertaining to: NBME institution and student reports, cost and who is responsible, resources for remediation and impact on current calendars & exam schedules

ACTION:

On a motion by Dr. Herrell and seconded by Dr. Duffourc, MSEC voted to rescind the action taken on 9-3-13 regarding the Comprehensive Basic Science Exam. Strategic issues will be explored, and members will bring back to the March 18 meeting (3) alternative proposals for approaching adoption of the CBSE.

d. Top Priorities for Curricular Planning

Discussion regarded:

- Continually seeking and evaluating data to determine what works
- Building on initiatives like the Curriculum Integration Framework (CIF), Integrated Grand Rounds (IGR) and use of ExamSoft
- Increasing faculty awareness of curriculum content across all four years; potential benefits from of the New Innovations Curriculum Management System (CMS) and MSEC Annual Meetings
- Remaining aware of trends and changes in LCME and USMLE
- Anticipating Quillen direction related to having a new Dean (Dr. Robert Means) and Chair of Biomedical Sciences (Dr. Theodoor Hagg)

2. Recent documents / topics

Meeting Schedules: QCOM Standing Committees, MSEC Subcommittees & Working Groups

Membership MSEC Subcommittees & Working Groups

History of MSEC discussion and action regarding the Comprehensive Basic Science Exam (CBSE)

Info sheet: CBSE and progress testing

3. Announcements

**Class of 2014
Match Day Brunch**
{11a.m., match envelopes opened at Noon}
March 21, 2014
Millennium Centre Ballroom

In accordance with MSEC's [revised schedule](#) to convene on the 3rd Tuesday of the month, the next MSEC meeting will be on March 18, 2014.

4. Adjournment

The meeting adjourned at 5:57 p.m.