

**EAST TENNESSEE STATE UNIVERSITY  
QUILLEN COLLEGE OF MEDICINE  
Medical Student Education Committee  
Minutes  
February 4, 2014**

The Medical Student Education Committee of the Quillen College of Medicine  
met on Tuesday, February 4, 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

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

**Present:**

Tom Kwasigroch, PhD  
Theresa Lura, MD  
Cindy Lybrand, MEd  
Cathy Peeples, MPH  
Lisa Myers, BA

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Shading denotes or references MSEC ACTION ITEMS

This meeting addressed agenda items that remained from the [1-28-14](#) Retreat  
that was shortened because of ETSU closure due to inclement weather.

**1. Topics**

**a. Report: M3 Mid-Year Procedures Audit – RE [Required Clinical Procedures for QCOM Students](#), rev12-4-12:** Graduation requirements that can be accomplished on any clerkship, but must be completed by the end of M3.

Ms. Peeples, citing data she monitors in New Innovations, informed the committee that a higher percentage of Clerkship students have completed the required procedures than at this point last year. She will follow up with several students who are somewhat behind in relation to the rotations they've had, i.e., Family Medicine and Internal Medicine.

Review of QCOM and clerkship-specific requirements is planned for the Clerkship directors and coordinators meeting in March.

**b. Information Items**

▪ **Additional Attendings in the Internal Medicine (IM) Subinternship**

Dr. McGowen apprised members of a new rotation site at State of Franklin Healthcare Associates (SOFHA) – Johnson City Internal Medicine Associates, which is under contract with Quillen's Department of Internal Medicine and in compliance with course standards (e.g., objectives, assessment, hours). This location will provide slots for three students per period helping to alleviate overcrowding for M3s and M4s at other IM sites. There has already been positive student feedback.

- **New Site for Rural Emergency Medicine Selective / Elective**

Ms. Peeples reported that a proposed fifth site for Rural Emergency Medicine is Laughlin Memorial Hospital in Greeneville, Tennessee. Course criteria would remain the same.

**c. MSEC Calendars**

- MSEC Meetings & Retreats
- MSEC Subcommittees: Outcomes / M1M2 Review / M3M4 Review
- MSEC Working Groups: Nutrition / Curriculum Integration Framework (CIF) / Integrated Grand Rounds (IGR)

*After discussion regarding the responsibilities and activities of all of the MSEC groups, it was decided that beginning in March, MSEC (full committee) meetings will again be held once a month, now on the third Tuesday of the month.*

**d. Quillen College of Medicine Commencement Objectives, revised [4-3-12](#)**

REF MSEC's [1-29-13](#) preliminary discussion anticipating national curriculum reporting based on AAMC competencies; at that time the committee began a process of matching the subcategories of the six Quillen domains to the AAMC model.

Today's in-depth discussion to determine Quillen's future commencement objectives again focused on the new AAMC competencies, called the Physician Competency Reference Set ([PCRS](#)); domains (2 new\*):

- |                                            |                                           |
|--------------------------------------------|-------------------------------------------|
| 1. Patient Care                            | 5. Professionalism                        |
| 2. Knowledge for Practice                  | 6. Systems-Based Practice                 |
| 3. Practice-Based Learning and Improvement | 7. Interprofessional Collaboration*       |
| 4. Interpersonal and Communication Skills  | 8. Personal and Professional Development* |

Discussion points:

- New era of Quillen curriculum reporting to AAMC; replacing CurrMIT, Curriculum Inventory (CI) and Reports ([CIR](#)) is “part of the AAMC's Medical Academic Performance Services ([MedAPS](#)) designed to serve as a central repository and premier benchmarking and reporting tool on content, structure, delivery and assessment of medical school curricula.”
- Benefits of participation by annually uploading data include being able to generate a variety of reports from this national database
- February 10 deadline for medical schools' first uploads (AY 2012-2013) to the Curriculum Inventory (CI) Portal
- Our partnership with New Innovations, which is one of the curriculum management system vendors working with AAMC to streamline the data exporting process

>>AAMC requirement that our curriculum data for CIR must link to their competencies, the Physician Competency Reference Set (PCRS)<<

- How keeping our current commencement objectives would necessitate translation for reporting
- Significant recent accomplishments by administration and faculty related to connecting milestones with current objectives and linking them to course objectives; also, the initial translation project
- Work that remains to be done in the New Innovations curriculum management system in regard to taking part in the initial submission to CI by uploading baseline course-level data and populating session-level fields (plus, their work to further develop the CMS module)
- Quillen data being uploaded from the New Innovations CMS using the MedBiquitous data exchange standards = standardized terms and definitions for instructional methods, assessment methods and resources

>>Growing consensus among members to adopt PCRS and move forward<<

- Full acknowledgement of the ripple effect, especially the impact on course/clerkship directors who would be responsible for updating documentation of how their course (later, session) objectives tie to institutional objectives
- Plan to provide support for course directors and facilitate change in objectives' documentation: more work on a crosswalk between our current commencement objectives / milestones and PCRS; beta test with a course; arrange help sessions for faculty
- Agreement that recent experience and expanded use of ExamSoft will contribute to greater transparency in the process
- Reflection again on the need for a comprehensive vision for curriculum development

**ACTION:**

*On a motion by Dr. Herrell and seconded by Dr. Abercrombie, MSEC approved adoption of the AAMC's Physician Competency Reference Set as Quillen's "Commencement Objectives" effective July 1, 2014. Preparation for a collaborative and systematic implementation will begin immediately.*

**2. Recent documents / topics**

*Proposal: Rural Programs – Rural Emergency Medicine Selective / Elective*

*QCOM Commencement Objectives*

*Physician Competency Reference Set (PCRS)*

### **3. Announcements**

*The next MSEC meeting will on February 18, 201, followed by the March meeting on 3/18.*

### **4. Adjournment**

The meeting adjourned at 5:45 p.m.