

**EAST TENNESSEE STATE UNIVERSITY  
QUILLEN COLLEGE OF MEDICINE  
Medical Student Education Committee  
Minutes  
September 4, 2012**

The Medical Student Education Committee of the Quillen College of Medicine  
met on Tuesday, September 4, 2012 at 4:15 p.m.  
in the Academic Affairs Conference Room, Stanton-Gerber Hall.

**Voting Members**

**Present:**

Ken Olive, MD  
Caroline Abercrombie, MD  
Reid Blackwelder, MD  
Howard Herrell, MD  
Dave Johnson, PhD  
Ramsey McGowen, PhD  
Paul Monaco, PhD  
Jessica White, M3  
Jeremy Brooks, M2  
Rebekah Rollston, M1

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

**Present:**

Joe Florence, MD  
Tom Kwasigroch, PhD  
Theresa Lura, MD  
Cindy Lybrand, MEd  
Lisa Myers, BA

---

Dr. Olive welcomed Rebekah Rollston, Class of 2016 elected student representative and voting member of the committee. He thanked Dr. Monaco for chairing the 8/21 meeting in his absence.

**1. Approval of Minutes**

The minutes from the 8-21-12 meeting were approved as distributed.

**2. Topics**

**a. MSEC Meeting Structure**

Dr. Olive stated that modifications are being considered in order to accomplish and delineate MSEC's systematic management of the curriculum. Processes and schedules for data collection, reports, review and follow-up are being refined.

**b. Update: Quillen Clinical Presentations List**

**ACTIONS:**

*Recommendations for this list, which is to be used as an organizational and integrative mechanism across courses and years, were submitted to the committee by Drs. Blackwelder, Herrell, McGowen and Olive. Committee reviewed the draft submissions.*

Discussion regarded:

- Challenges of prioritizing and determining the length of this list for use as a curriculum integration framework
- List also being a component in curriculum mapping, including to help identify gaps and redundancies
- Assistance for basic science courses to increase clinical relevance and improve clinical preparation
- Clinical faculty taking “ownership” of certain top categories, expanding them and tying in basic science content to write cases
- Agreement with the idea to create two separate lists that could then be merged – one with clinical presentations and the other with diagnoses

**ACTION:**

*Drs. Abercrombie, Blackwelder, Feit, Herrell, McGowen and Olive will meet to determine the lists that will next go to Clerkship directors.*

**c. Report Item: M1 Spring 2013 Curricular Changes**

Cindy Lybrand

Lifespan Development, directed by Dr. McGowen, will remain in Block 2 of the Spring semester, but as anticipated, will be an online course.

As a result of scheduling discussions among Spring course directors – Dr. McGowen, Dr. Monaco, Dr. Tom Ecay and Dr. William Finger – the Human Sexuality I Workshop will be moved from Block 1 (when Cell & Tissue Biology and Physiology are offered) to less compressed Block 2, and instead of an all day workshop will be divided into two 4-hour afternoon sessions.

**d. Academic Affairs Curriculum Report: Milestone Gaps**

**ACTION:**

*A step in the iterative process of determining Quillen’s milestones, the committee reviewed and discussed one by one milestones that had not been cited in the revised M1-3\* course objectives. [\*M4 pending]*

Modifications & determinations:

- Many were inadvertently left out of the submitted objectives; where they belonged was noted
- Some will need to be verified as existing or added
- Several were moved to different years of the curriculum
- Others were changed to clarify wording
- None were felt to be unnecessary and removed

## ACTION:

*Revised document will come back to MSEC. Dr. Olive and MSEC will follow up with dissemination and implementation of the revisions, including in regard to the topics of patient literacy and spiritual assessment.*

*Committee will revisit the topic of professionalism related to guidelines for professional dress and representation of the medical profession in public.*

### **e. Update: MSEC M1/2 & M3/4 Subcommittees**

Faculty and student membership of the subcommittees is close to being determined. Dr. Dave Johnson will chair M1/2 and Dr. Jill McCarley, M3/4.

MSEC discussed alternatives, including separating M1 and M2 subcommittees, but agreed to keep the plan to have only two groups. Suggestions were made in regard to delegating the work to be done and gaining a clearer view of the curriculum overall.

**3. Recent documents / topics** {Linked or on file in Academic Affairs – contact [myers@etsu.edu](mailto:myers@etsu.edu)}

*2012-2013 MSEC Meeting Dates*

*Drafts/notes: Clinical presentation lists [Drs. Blackwelder, Herrell, McGowen & Olive]*

*Curriculum Report: Milestone Gaps*

*Information item: Viewing & searching PDFs – XChange Viewer & [Read Cube](#)*

*T:\LCME Follow-up 2012\Quillen College of Medicine Action Plan 2012.pdf*

*T:\Curriculum Database\ Objectives M1M2, Objectives M3, Objectives M4*

## **4. Announcements**

2012 AAMC Annual Meeting  
November 2-7, 2012  
San Francisco

*The next MSEC meeting will be on September 18, 2012.*

## **5. Adjournment**

The meeting adjourned at 6:09 p.m.