

**EAST TENNESSEE STATE UNIVERSITY
QUILLEN COLLEGE OF MEDICINE
Medical Student Education Committee
Minutes
June 26, 2012**

The Medical Student Education Committee of the Quillen College of Medicine
met on Tuesday, June 26, 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
Rich Feit, MD
Ramsey McGowen, PhD
Paul Monaco, PhD
Jamie Reagan, M4

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

Present:

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

1. Approval of Minutes

The minutes from the 6-12-12 meeting were approved as distributed following a question regarding the discussion about plans for the Profession of Medicine course.

2. Topics

- a. QCOM Curriculum Management** – Flow of participants and processes linked to LCME Educational [ED] Standards (areas in non-compliance and compliance with monitoring)

Discussion regarded:

- How the educational standards tie together the curriculum and the management of the curriculum
- Progress being made toward creating a new Quillen *system* of curriculum management
- Lines of communication / reporting to and from MSEC
- Roles, responsibilities &/or authority of:
 - MSEC and MSEC subcommittees – M1/2, M3/4 & Outcomes
 - Dean and Executive Associate Dean (EAD), currently chair of MSEC
 - Academic Affairs staff
 - Department chairs, course directors, faculty & educational support staff
 - Students

b. Revisions in MSEC Structure and Function

Discussion regarded:

STRUCTURE

- MSEC continuing to be comprised of 13 faculty members, including the chair, appointed by the EAD; faculty and administrative staff serving as consultants; including four elected medical student representatives, one from each class
- From the Dean, structure now stating that faculty members are expected to commit 10% of their time to MSEC activities (~1/2 day per week)
- Selection of additional members; recommendations for faculty who may be interested and would best represent the overall educational program
- Debate on whether ex officio members should become voting members; decision not yet made, Dr. Olive is taking to the Faculty Advisory Council for input
- Importance of consistent attendance for MSEC to function well

FUNCTION

- Scheduled meetings being held twice a month with additional meetings as needed
- Review of and edits to a new, detailed list of MSEC's primary functions related to the revised system of curriculum design, management and evaluation

c. Action Updates

1. [ED] Action Grids – tasks, individual(s)/group(s) responsible, indicators that tasks have been accomplished and expected dates of accomplishment – are being revised and updated as the processes move forward
2. [ED-1] Presented to the committee, Lybrand / Peeples' report of courses and clerkships that have submitted their new objectives, plus examples of the submissions = objectives linked to milestone objectives and educational & assessment methods + mapped LCME content
 - Fewer Selectives have turned theirs in
 - Discussion regarded the process for review and approval by MSEC
3. [ED-46] Outcomes subcommittee – Drs. Lura, McGowen & Monaco – has met several times, including one meeting with Academic Affairs, to determine how to document attainment of domain and curriculum objectives
 - Their report to MSEC is still scheduled for the July 10 meeting

d. Senior Online Elective Proposal: Clinical Ethics

Dr. Abercrombie

EXCERPT:

Department: Medical Education	Rotation Title: Clinical Ethics and the Profession of Medicine
Location(s):	ONLINE
Instructor(s):	Tom Townsend, MD
Responsible Faculty:	Tom Townsend 423-989-4050 townsent@etsu.edu
Contact Person:	Caroline Abercrombie, MD 423-439-2106 abercrombiec@etsu.edu
Periods Offered:	Block 7A only
Maximum # Students per Period	10
Goal:	To familiarize students with ethical issues often encountered in the medical profession and to provide them with the tools to analyze an ethical case and participate in ethical discussions in a professional manner.
Course Outline:	<ol style="list-style-type: none"> 1. The student will be assigned daily readings and modules that align with the daily ethical topic and be expected to actively participate in discussion boards with peers and faculty by using the assigned readings, personal experiences and evidence based materials. 2. The student will be responsible for locating clinical cases with ethical issues and formulating prompts to stimulate discussion. 3. The student will participate in the discussion boards at least twice a day. 4. The student will be expected to complete a final project comparing and contrasting two separate views on a current ethical issue in the clinical setting.

Objectives with Educational and Assessment Methodologies:

<i>Course Objective At the conclusion of this rotation the student will be able to:</i>	<i>QCOM / Institutional Objective / Milestone</i>	<i>Educational Method(s)</i>	<i>Assessment Method(s)</i>
Demonstrate ability to identify ethical and professional issues in clinical situations.	4.3.M4.A 5.8.M4.A	1.Discussion, small group 2.Independent learning 3. Reflection	1. Participation 2. Project Assessment
Demonstrate ability to use appropriate learning resources to develop evidence based ethical decisions in clinical situations.	3.1.M4.A 3.2.M4.B 4.3.M4.A	1. Independent learning 2.Discussion, small group	1. Participation 2. Project Assessment
Demonstrate ability to retrieve and apply appropriate literature and clinical experiences to ethical situations in the clinical setting.	3.1.M4.A 3.2.M4.B 4.3.M4.A	1.Independent learning 2.Discussion, small group 3.Reflection	1. Participation 2. Project Assessment
Demonstrate ability to effectively use electronic and written communication skills to discuss ethical & professional issues with peers.	3.2.M4.B 5.3.M4.A	1.Discussion, small group	1. Participation
Recognize the role of the community population in identifying relevant ethical issues.	3.2.M4.B 4.3.M4.A 5.6.M4.A	1.Independent learning 2.Discussion, small group 3.Case-based learning	1. Participation
Demonstrate professional behavior through appropriate use of discussion boards, appropriate interactions with faculty and peers, and completion of assignments by identified deadlines.	5.2.M4.B 5.7.M3.A	1.Independent learning 2.Discussion, small group	1. Participation

Discussion regarded:

- Value of an additional elective that M4s can accomplish while away for residency interviews
- Dr. Abercrombie's contribution to this proposal after being enrolled in ETSU Faculty Technology Leadership graduate courses that support faculty interested in integrating technology with education / creating Web-based or Web-enhanced courses
- Course objectives, readings, modules, participation and the final project
- Modification of the requirement for discussion board participation in order to be more flexible
- Nutrition senior elective being considered next

On a motion by Dr. Blackwelder and seconded by Dr. Monaco, the Clinical Ethics elective was approved.

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

[ED Standards] Draft QCOM Curriculum Management Flowchart with narrative description

MSEC [Structure](#) and Function, revJuly2012

[ED Standards] Action Grids, rev6-25-12

[ED-1] Curricular Progress Report: M1 / M2 Revised Objectives and Mapping of LCME Content + Examples: M1- Medical Human Gross Anatomy & Embryology, M3 - Psychiatry

Senior Elective Proposal: Medical Education – Clinical Ethics and the Profession of Medicine

Article: A [Change to Pass/Fail Grading](#) in the First Two Years at One Medical School Results in Improved Psychological Well-Being [Academic Medicine, Vol. 84, No. 5 / May 2009]

4. Announcements

The next meeting will be on July 10, 2012.

In 2012-2013, MSEC will meet on the 1st & 3rd Tuesdays of the month.

5. Adjournment

The meeting adjourned at 5:54 p.m.