The Ohio State University College of Medicine

**LSI Part Two Academic Program Committee**Meeting Minutes

Presiding Chair: Kim Tartaglia, MD  
Minutes Recorded by: Rita Arnold  
Date: 02/13/2019   
Location: 400 Prior  
Call to Order: 4:00 pm  
Adjourned: 5:25 pm

# Member Attendance

| **Present** | **Last Name** | **First Name** | **Roles** |
| --- | --- | --- | --- |
| **X** | Abdel‐Misih | Sherif | UPRSN Surgery Unit Director |
|  | Basuray | Rakhi | Expert Educator, Pediatrics |
|  | Bellows | Fara | General Faculty, Urology |
|  | Branstetter | Andrew | Student Council Representative, Med3 |
|  | Cavalcanti | Maureen | OCS, Associate Director Medical Education |
|  | Chen | David | Student Council Representative, Med3 |
|  | Cronau | Holly | Expert Educator |
|  | Duggirala | Vijay | UPSMN Associate Director of Integration |
|  | Eapen | Binay | Associate Program Director, Mount Carmel Health Systems |
|  | Elhassan | Ihab | Surgery Faculty |
| **X** | Farrell | Matthew | UPWP FM Unit Director |
| **VIA PH** | Flanigan | Matthew | UPWP Internal Medicine Unit Director |
| **X** | Grieco | Alex | Associate Academic Program Director |
|  | Hoyle | Chad | UPSMN Director of Integration |
|  | Khandelwal | Sorabh | Assistant Dean for Clinical Science |
|  | Kopechek | Jack | Educational Portfolio and Coaching |
|  | Lacuesta | Nanette | Program Director, OhioHealth |
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|  | Meyer | Michelle | Longitudinal Projects Program Manager |
| **X** | Meyers | Lori | UPRSN Co‐Unit Director |
|  | Niedermier | Julie | UPSMN Psych Unit Director |
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| **X** | Pandit | Aroh | Student Council Representative, Med3 |
|  | Patel | Chirag | Expert Educator , Part 2 |
| **X** | Quick | Adam | UPSMN Neurology Unit Director |
|  | Sangvai | Shilpa | General Faculty Representative, Ambulatory Pediatrics |
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|  | Wanner | Ross | Student Council Representative, Med3 |
|  | Witcher | Christina | Student Council Representative, Med3 |
|  | Walsh | Katherine | UPSMN Internal Medicine, Unit Director |
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## Additional Attendees

| **Name** | **Role** | **Present** |
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| Chelsea Allen | UPRSN ObGyn Coordinator |  |
| Angie Arnett | UPRSN: Program Coordinator, Surgery | **VIA PH** |
| Kevin Douglas | UPWP: Program Coordinator, Family Medicine | **VIA PH** |
| Iahn Gonsenhauser | HSIQ Project Director |  |
| Todd Isler | Technology Manager, OECRD |  |
| Mike Horgan | Program Manager, E&A | **X** |
| Tim Langreder | UPSMN: Program Manager, Internal Medicine | **X** |
| Anand Khurma | Associate Director for Education Technology |  |
| Deborah Lan | OCS, Education Resource Specialist |  |
| Todd Lash | Education Resource Specialist |  |
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| Dawn Watson | Program Manager, Obstetrics & Gynecology | **X** |
| Howard Werman | General Faculty, Emergency Medicine |  |
| Thomas Williams | General Faculty, Surgery |  |
| Sheila Winland | UPWP: Program Coordinator, Pediatrics |  |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Approval of January Meeting Minutes |
| 2 | Announcements/ Old Business |
| 3 | New Business: Process for Learning Environment Concerns |
| 4 | New Business: Part 2 Internal Review Response |
| 5 | Standing Reports: Student Report |
| 6 | Review of Part 2 Handbook on Students Experiencing Difficulty |
| 7 |  |
| 8 |  |

# Item 1, Approval of January Meeting Minutes

Discussion:

# Item 2, Announcements / Old Business   Presenter:

Discussion: \_Kim, I missed some of this discussion trying to get the audio fixed for this meeting.

1. 2021-2022 Academic year Part 2 may be required to shorten our 16 week Rings to a 15 week ring. Main Campus has decided to move Graduation back one week on the academic calendar. We cannot start a new program year before the last class has graduated. If we remain at 16 week Rings we would have Assessment week through Christmas.

# Item 3, New Business: Process for Learning Environment Concerns Presenter:

Discussion/Action: In addition to the SECI questions regarding learning environment concerns, there is a new button on Vitals were learning environment concerns can be anonymously reported. For consistency, these are the guidelines that Part 2 Ring Leadership and Coordinators should follow for any student report of mistreatment/ intimidation:

1. Coordinator reaches out to student to get more info/ confirm the student intended that score
2. Coordinator communicates info to ring leadership who may choose to meet with student to clarify nature of complaint.  Ring leadership determines student wishes as to timing of when follow-up should occur (student may elect to delay any action until after the course (ring) is completed or after grades are submitted.)
3. Unit director to send the teacher a copy of the report to review, with invitation to meet if desired
4. Minimum of phone conversation if report moderately severe or >2 minor reports in a year.
5. If faculty member gets >4complaints, communication is escalated to division/ department chair (or direct supervisor in case of house staff)\*
6. Any additional violations that occur beyond these interventions will be forwarded to the Associate Deans for review and meeting with the teacher and their supervisor
7. Ring leadership (or coordinator designee) documents in VITALS the actions taken\*For outside sites, faculty will be referred to meet with site director or direct report at that institution, which may or may not lead to additional meeting with ring leadership

Action:

* 1. Suggested edits to some of the language.

# Item 4, New Business: Part 2 Internal Review Response Presenter:

Discussion**:** Dan Cohen led the Part 2 Internal Review and the following are the recommendations for improvement as a result of that process.

1. Communication Refresh:
   1. Simply and unify Ring/Unit grading parameters (done for 18-19 AY)
   2. Improve CPA Grading Transparency
   3. Partnership between E/A and Ring Leadership to analyze data on how CPAs aggregated
      1. IM reviewing CPA format (previously intentional variation) and revising to be more similar
      2. Submitted questions to annual survey of IM clerkship directors – data available April 2019 (Walsh, Duggirala)
   4. Part 2 APD meetings with student council to improve communication
      1. Exploring other methods to communicate with students
   5. More detail provided during Part 2 Orientation (May)
   6. Still Needed:
      1. Faculty and teacher development on student assessments: using behavioral anchors, writing robust narratives that describe observations.
2. Administration/ DelegationPlan:
   1. Creation of VITALS solution to request Expert Educator (Live Feb 2019)
      1. Allows for tracking and documenting EE work with individual students/rings
      2. Will allow for evaluation of EE impact on work with students
3. Laura Volk as Program Manager assisting with some Part 2 duties (student review for example)
4. Partnership with OCS and monthly meetings to create Part 2 data sets and dashboards –
5. Improves the ease of systematic program improvement and educational research
6. Professionalism Review Task Force Plan:
   1. Brainstorming meeting with Professionalism Competency Director (September 2018)
   2. Increased involvement with Competency Director in unified learning outcomes and tracking across LSI
   3. Collaboration with Dr. Fernandes and two Med 4 students: proposed additional of TLM un UPSMN on dealing with frustration (Jan-Mar 2019)
   4. Review of OSCE professionalism data demonstrated down-trending scores correlated with change in questions/anchors to increase stringency
   5. Collaborative review of assessing professionalism in OSCE cases (Feb 2019. Cios, Lash, Fernandes)

Still Needed (LSI level)

* + 1. Recommended list of remediation options and resources for students struggling with professionalism
    2. Ongoing review of the hidden curriculum on professionalism

1. Curricular IntegrationPlan:
   1. Part 2 approved CLOs common across all rings (April 2018)
   2. Awaiting approval of Part 3 CLOs prior to final review of our CLOs (Part 3 approved

Jan/Feb 2019)

* 1. Rings reviewing CLOs in patient care and knowledge for practice (Final revisions Feb 2019, MICRO approval anticipated March 2019)
  2. New VITALS tags approved for use with PCRS (Jan 2019, LSI)

Still needed

* + - 1. Once approved, revised Part 2 CLOs to be imported into VITALS by May 2019 with mapping/tagging immediately thereafter.

1. Learning EnvironmentPlan:
   1. New VITALS development to report mistreatment concerns – Jan 2019
      1. New administrative report (Dean level) for reviewing/addressing concerns
   2. Process map for responding to and documenting learning environment concerns – Feb/March 2019

# Item 5, Standing Report: Student Report Presenter:

Discussion: No report at this time.

# Item 6, Review of Part 2 Handbook on Students Experiencing Difficulty

**Presenter:**

Discussion: Reviewing the Part 2 Handbook for clarity and revisions for the upcoming 20192020 AY.

Meeting adjourned at 5:25 pm.

The Ohio State University College of Medicine

**LSI Part Two Academic Program Committee**Meeting Minutes

Presiding Chair: Alex Grieco, MD   
Minutes Recorded by: Rita Arnold   
Date: 04.10.19  
Location: 400 Prior   
Call to Order: 4:05 pm  
Adjourned: 5:20 pm

# Member Attendance

| **Present** | **Last Name** | **First Name** | **Roles** |
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## Additional Attendees

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| Angie Arnett | UPRSN: Program Coordinator, Surgery |  |
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| Howard Werman | General Faculty, Emergency Medicine |  |
| Thomas Williams | General Faculty, Surgery |  |
| Sheila Winland | UPWP: Program Coordinator, Pediatrics |  |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Approval of March Meeting Minutes |
| 2 | Announcements/ Old Business |
| 3 | Standing Reports- Student Report |
| 4 | Vitals: Faculty Access |
| 5 | New Business: Ring-Specific Curricular Learning Outcomes (**Vote required**) |
| 6 | New Business: Clinical Performance Assessment – Aggregate Scoring Revisions (**Vote Required**) |
| 7 | New Business: Policy Ring Grading Meetings and Student Communication  (**Approval**/**Discussion**) |

# Item 1, Approval of March Meeting Minutes

Discussion: Minutes unavailable, will review and approve at May meeting.

# Item 2, Announcements / Old Business Presenter:

Discussion:

April 25: Ring-specific Faculty Awards – decisions due to Emily McCartney

May 6: Part 2 – Ring 1, Day 1

May 22: OSU Spring Symposium

# Item 3, Standing Reports: Student Report Presenter:

Discussion:

1. Step 2 CS Practice Sessions. May 2 & 3 Sessions fell at the end of the vacation week between Part 2 and Part 3.  Students are appreciative of the sessions and would like to work to avoid the week of vacation and graduation for future sessions.

1. Scheduling for Part 3: Able to access some courses earlier than should have been available.

# Item 4, New Business: Ring-Specific Curricular Learning Outcomes (Vote required)  Presenter:

Discussion/Action: A. Grieco reviewed Ring –Specific Curricular Learning Outcomes as have been streamlined and agreed upon by each Ring. Today we vote to present this change to ECC on Friday April 12, 2019.

**Action:** Moved, Seconded and Majority Approved.

# Item 5, Vitals: Faculty Access to Vitals Presenter:

Discussion /Action: Dr. Clinchot asked that the Vitals team present the updates to Vitals for faculty and how to search the system. Vitals System Training & Optimization Analyst, Megan Hale, presented features that are beneficial to faculty in vitals, how to search the system and the Faculty/ Administrative Portal views.

# Item 6, New Business: Clinical Performance Assessment – Aggregate Scoring Revisions (Vote Required)

**Presenter:**

Discussion: The current process of differential weighting of CPA’s makes transparency in grading difficult. CPA’s comprise 40-45% of the Ring Grade and how they are aggregated varies by Ring. Students have recently expressed frustration with how the behavioral anchors translate to a score and the perceived lack of transparency. Dr. Tartaglia is proposing the following change to our process:

1. Unit grade are computed using the average of all evaluations relevant to that unit.
2. Ring Grades are a weighted average of the unit grades as deemed appropriate for each ring.

**Action:** Moved, Seconded and Majority Approved.

# Item 7, New Business: Policy Ring Grading Meetings and Student Communication (Approval/Discussion) Presenter:

Discussion: Unit grading meeting to occur prior to Ring meeting

Ring Grading Meeting

1. Unit directors be prepared to discuss any student with challenges and all students who score in 70's in either unit.
2. Any student with competency not met or failure of ANY part of the ring will be notified within 2 business of the ring grading meeting.  A member of the ring faculty leadership to offer to meet with above students to discuss.
3. Student review referrals (for any student deemed to benefit from a student review meeting) will be drafted and sent to the student and student review committee within 5 business days of the grading meeting
4. Grades and narrative paragraph due 4-6 weeks after the ring ends. For an unsatisfactory performance at the ring/unit level, the grade narrative must justify the unsatisfactory notation. (Future DOI/UD faculty meeting to discuss narrative writing in more detail.)

Meeting adjourned at 5:20pm.

The Ohio State University College of Medicine

**LSI Part Two Academic Program Committee**Meeting Minutes

Presiding Chair: Kim Tartaglia, MD   
Minutes Recorded by: Rita Arnold   
Date: 05.08.19  
Location: 400 Prior  
Call to Order: 4:00 PM  
Adjourned: 4:40 PM

Member Attendance

| **Present** | **Last Name** | **First Name** | **Roles** |
| --- | --- | --- | --- |
| X | Abdel‐Misih | Sherif | UPRSN Surgery Unit Director |
|  | Basuray | Rakhi | Expert Educator, Pediatrics |
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|  | Gonsenhauser | Iahn | AHSS Project Director |
|  | Horgan | Mike | Program Manager, E&A |
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| X | Start | Amanda | OCS, Education Resource Specialist |
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## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Approval of May Meeting Minutes |
| 2 | Announcements / Old Business |
| 3 | New Business: UPWP Ring Updates |
| 4 | Standing Reports: Duty Hours, Safety, Learning Environment |
| 5 | Standing Report: Student Report |

# Item 1, Approval of April Minutes

1. Discussion: Approved

# Item 2, Announcements / Old Business

# Discussion

# May 22nd OSU Spring Symposium, Faculty awards will be presented at the end of the day.

# Item 3, New Business: UPWP Ring Updates

# Discussion:

# Year in Review

1. Feedback from any new initiatives or changes this past year.
2. Students loved not having large group lectures!
3. Students appreciated no nights or weekends on Pediatrics
4. We feel mixed about this change
5. We added content about cost of care – through choosing wisely to small group content – no feedback yet
6. What worked well?
7. We added an ophthalmology station to our practical and revised some of the questions.  This worked very well until Ring 3…
8. What needs improved?
9. We decided small group could use some “refresh”

Any Major Changes to Ring

1. Format
2. None
3. Clinical experiences / sites
4. Moving all Pediatric inpatient experiences to two weeks– all students will get to do a rotation on either ID or Hospital Medicine
5. Myself and Matt Farrell have been completing site visits for all adult sites
6. Didactic experiences
7. Adding some content to small groups related to THREAD (Teaching Humanistic

Resilient Empathetic and Accountable Doctors)

1. Changed order of small groups
2. One pediatric only
3. One geriatric only iii. Final session all for feedback and study time
4. Student Assessments
5. My progress – dropped written H&P’s and moved to all in My Progress
6. Required clinical experiences (PxDx)
7. Added geriatrics skills – nutrition history, falls assessment, memory eval
8. Innovations or scholarly pursuits
9. Matt Farrell added Cost of Care content and will assess evaluations from 2018 19 and quiz performance for 2019 20
10. Ambulatory FM/IM are starting a preceptor engagement pilot in fall
11. Ambulatory Peds is adding teaching nuggets to each clinical session

# Item 4, Standing Reports: Duty hours, Safety, Learning Environment

# Discussion:

1. K. Tartaglia reviewed redacted Standing Reports for Duty Hours, Safety and Learning environment.

# Item 5, Standing Reports: Student Report

# Discussion:

1. Nothing to report at this time.

Meeting adjourned at 4:40 pm

The Ohio State University College of Medicine

**LSI Part Two Academic Program Committee**Meeting Minutes

Presiding Chair: Kim Tartaglia, MD  
Minutes Recorded by: Rita Arnold  
Date: 06.12.19  
Location: 400 Prior  
Call to Order: 4:08 PM  
Adjourned: 5:15 PM

# Member Attendance

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## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Approval of June Meeting Minutes |
| 2 | Announcements / Old Business |
| 3 | New Business: Mediasite – Lectures and Articulates |
| 4 | New Business: UPRSN Ring Updates |
| 5 | New Business: UPSMN Ring Updates |
| 6 | Student Report |

# Item 1, Approval of May Minutes

# Discussion:

1. May Minutes approved

# Item 2, Announcements / Old Business

# Discussion:

1. The Centers for Medicare and Medicaid Services (CMS) issued a revision to a Medicare manual that allows teaching physicians to use all student documentation for billable services provided that the teaching physician verifies the documentation. The teaching physician must either personally perform or re-perform the physical exam and medical decision making but does not need to re-document.  Chirag Patel is starting a pilot within IM to see how this is working at OSU. Who is using Student documentation? How can we standardize the practice? And what Faculty Development do we need on the process? Eventually this will be presented to MICRO for consistency across Part 2.

# Item 3, Mediasite – Lectures and Articulates

# Discussion/Action: Todd Isler gave an overview of our course content in Mediasite. The University will be purging old unused items stored in Mediasite. In order to better use the tool, we need to revisit what we have listed as current course content.

1. The methodology by which lectures and articulates are currently saved and cataloged is changing. All articulates are being converted to an mp4 and then transferred from being housed in Vitals to Mediasite.
2. The lectures and Articulates should to be organized by content year and unit. Each year this content can be moved to a folder for the current year.

Action: We need a listing of content that Part 2 is actually using.

1. Each Ring needs to verify their current content and how it should be organized.

# Item 4, UPRSN Ring Update

# Discussion:

1. New Surgery Unit Director: Amber Traugott, MD
2. Positive Feedback
3. Wide variety of clinical experiences
4. Well-structured small groups/ didactics/ skills sessions
5. Great coordinators
6. Generally positive reviews of faculty and residents

1. Negative Feedback
2. Difficulties with quizzes
3. Some residents not as interested in teaching
4. Difficulty having enough attending contact to complete DOCs

1. Changes to Address Feedback Concerns
   1. Quizzes now to be taken asynchronously
      1. Timed to occur after relevant small group
   2. Didactic session with ob/gyn residents on medical education
      1. Emphasizing when and how of student teaching
   3. Residents allowed to complete direct observations

1. Other Changes to the UPRSN Ring
2. Revising anatomy instruction
3. Groundschool experience with flipped classroom and clinical preceptors
4. Adding anatomy questions to quizzes
5. Revising small group faculty instructions
6. Adding THREAD content where appropriate
7. Clarifying intent of discussions on research methodology
8. Assessments
9. Making oral exam grading more objective
10. Varying of skills tested with practical exam

1. Scholarly Pursuits: Study to compare student performance on quizzes and formative online assessments with performance on shelf exams.

# Item 5, UPSMN Ring Update

# Discussion:

1. Positive
2. Clinical service teaching
3. Clinical reasoning boot camp
4. Ring organization/ring checklist
5. GI rounds and cardio sessions with Fontana
6. Medicine mentors
7. Direct observation/physical exam rounds
8. Review sessions

1. Constructive
2. Continue to make didactics more case based
3. Maximize gen med exposure
4. Continue to maximize practical impact and high yield learning on ground school
5. More standardized grading among units
6. Plans for this year
7. IM to have CPA forms similar to neuro/psych
8. CPAs without weighted averages
9. Neuro splitting 4 week blocks into two 2 week experiences (general and specialty services)
10. Naloxone training opportunity recently started
11. Lectures even more case based and interactive (and better attended) with rest being available electronically
12. Psych expanding to a consult service at OSU East
13. Psych FOSCE added
14. Professionalism communication session added to ground school

# Item 6, Standing Report: Student Report

# Discussion:

1. Overall feedback at this time is positive.
2. UPRSN: L&D gives great teaching and residents take extra time to teach students. In contrast, General Ob there is not as much direct teaching.
3. Quizzes – Students are still feeling apprehensive about the quizzes even though they are very low stakes assessments.

a. Could E&A publish the differential on the quiz scores?

1. Step 1 Scores returned during Ground School. If it looks like scores will be returned during Ground School, students ask that we schedule a short break in the day to allow them to see their scores and process the news.
2. Scheduling: Students felt that the new process was stressful to have to schedule in the middle of their Step 1 Studying.
3. UPRSN: Students feel it’s difficult to make connections on one week Selective. Typically they do not work with the same physician every day.
4. Question: What is the expectation of Medical Students with regards to note writing?

Meeting adjourned at 5:15 PM.

The Ohio State University College of Medicine

**LSI Part Two Academic Program Committee**Meeting Minutes

Presiding Chair: Kim Tartaglia, MD  
Minutes Recorded by: Rita Arnold  
Date: 07.10.19  
Location: 400 Prior  
Call to Order: 4:08 PM  
Adjourned: 5:10 PM

# Member Attendance

| **Present** | **Last Name** | **First Name** | **Roles** |
| --- | --- | --- | --- |
|  | Basuray | Rakhi | Expert Educator, Pediatrics |
|  | Bellows | Fara | General Faculty, Urology |
|  | Cavalcanti | Maureen | OCS, Associate Director Medical Education |
|  | Chen | David | Student Council Representative, Med3 |
|  | Duggirala | Vijay | UPSMN Associate Director of Integration |
|  | Eapen | Binay | Associate Program Director, Mount Carmel Health Systems |
|  | Elhassan | Ihab | Surgery Faculty |
|  | Farrell | Matthew | UPWP FM Unit Director |
| PH | Flanigan | Matthew | UPWP Internal Medicine Unit Director |
|  | Gage | Daniel | Student Council Representative, Med 3 |
| X | Grieco | Alex | Associate Academic Program Director |
| PH | Hoyle | Chad | UPSMN Director of Integration |
| X | Hsu | Kevin | Student Council Representative, Med 3 |
|  | Khandelwal | Sorabh | Assistant Dean for Clinical Science |
|  | Kopechek | Jack | Educational Portfolio and Coaching |
|  | Lacuesta | Nanette | Program Director, OhioHealth |
| PH | Macerollo | Allison | UPWP Director of Integration |
|  | Meyer | Michelle | Longitudinal Projects Program Manager |
|  | Meyers | Lori | UPRSN Co‐Unit Director |
|  | Niedermier | Julie | UPSMN Psych Unit Director |
|  | Nolan | Eric | Expert Educator, Emergency Medicine |
|  | Patel | Chirag | Expert Educator , Part 2 |
|  | Phi | Kenny | Student Council Representative, Med 3 |
| X | Quick | Adam | UPSMN Neurology Unit Director |
|  | Sangvai | Shilpa | General Faculty Representative, Ambulatory Pediatrics |
|  | Schaffir | Jonathan | UPRSN Director of Integration |
| PH | Scherzer | Rebecca | UPWP Pediatric Unit Director |
| PH | Schmerler | Betsy | UPWP Associate Director of Integration |
|  | Strafford | Katherine | UPRSN Associate Director of Integration |
|  | Sevov | Claire | General Faculty Rep, Med Peds |
| X | Taylor | Krista | Student Council Representative, Med 3 |
| X | Traugott | Amber | UPRSN Surgery Unit Director |
|  | Walsh | Katherine | UPSMN Internal Medicine, Unit Director |

|  |  |  |  |
| --- | --- | --- | --- |
| **GUESTS:** |  |  |  |
| PH | Allen | Chelsea | UPRSN ObGyn Coordinator |
| PH | Arnett | Angie | UPRSN: Program Coordinator, Surgery |
|  | Geisler | Reed | Med 2 |
| X | Horgan | Mike | Program Manager, E&A |
|  | Isler | Todd | Technology Manager, OECRD |
| X | Langreder | Tim | UPSMN: Program Manager, Internal Medicine |
|  | Khurma | Anand | Associate Director for Education Technology |
|  | Lash | Todd | Education Resource Specialist |
|  | Lynne | Joanne | Associate Dean of Student Life |
|  | Ricks | Michael | Student Worker, OCS |
| PH | Ruff | Lindsey | UPSMN: Program Manager, Internal Medicine |
|  | Sabatino | Beth | Project Manager, Vitals |
|  | Schafer | Katie | Education Portfolio Coordinator |
|  | Stahr | Melissa | UPSMN: Program Coordinator, Psychology |
| X | Start | Amanda | OCS, Education Resource Specialist |
|  | Swartz | Regina | UPWP: Program Manager, Pediatrics |
|  | Verbeck | Nicki | Education Resource Specialist, OECRD |
| X | Volk | Laura | Part 2 & 3 Program Manager |
| X | Watson | Dawn | Program Manager, Obstetrics & Gynecology |
| PH | Werman | Howard | General Faculty, Emergency Medicine |
|  | Williams | Thomas | General Faculty, Surgery |
|  | Winland | Sheila | UPWP: Program Coordinator, Pediatrics |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Approval of June Meeting Minutes |
| 2 | Announcements / Old Business |
| 3 | New Business: MyProgress Data Review |
| 4 | New Business: End of Part 2 Evaluation |
| 5 | New Business: Part 2 Action Plan |
| 6 | New Business: Analysis by Site |
| 7 | Standing Reports: Student Report |

# Item 1, Approval of Minutes

1. Minutes Approved

# Item 2, Announcements / Old Business:

# Discussion:

# Item 3, MyProgress (Direct Observations) Data Review

# Discussion/Action: Reviewed a summary of assessment results for MyProgress assessments.

1. Reviewed 2 forms for each ring

▪ Ring 2 2017-18

1. Aggregate performance per form
2. Focus on Mean and Range of Scores
3. Yes/No Questions scored as 100 for Yes, 60 for No
4. Overall Questions scored as 100 for Outstanding, 80 for Acceptable, 60 for Needs Improvement
5. Entrustment questions NOT scored

# Item 4, End of Part 2 Evaluation

# Discussion: Reviewed Part 2 End of Program Evaluation 2015-2019

1. Sustain:
   1. Curricular improvements have resulted in a general upward trend in most areas across the past four years
   2. Students have identified an increased number of opportunities to learn about patient advocacy

1. Improve
   1. Curriculum
      1. Integrate more opportunities for students to evaluate the costs and benefits of diagnostic tests and treatment
      2. Leverage education research and student feedback to optimize the impact of classroom activities
      3. Work with the COM Opiate Education Task Force to identify and integrate more opportunities for students to learn about identification and management of pain and opioid use disorder
      4. Identify strategies to increase UPRSN attendings' opportunities for observation and knowledge of best practices in assessment

* 1. Evaluation
     1. Review end of program evaluation to asses item utility and reduce length of evaluation
     2. Revise end of program evaluation dissemination process to better align with best practices in survey research and to account for concurrent LSI evaluations

# Item 5, Part 2 Action Plan

# Discussion: Discussed opportunities for improvement for Part 2.

Action: To be completed at August Meeting

# Item 6, Analysis by Site for UPRSN

# Discussion:

1. Are there difference in UPRSN performance and perception across Ob/Gyn sites?
2. There were no statistically significant differences in unit designation, ring designation, or perceived ring quality between the five OBYN sites.
3. However, when comparing OSU to all non-OSU sites (i.e., Grant, MCW, Riverside, and St. Ann’s), students who were assigned to OSU tended to receive higher ring designations than students who were assigned to a non-OSU site.
4. Caution should be used when interpreting these findings given the uneven distribution of students between the sites (i.e., 53% at OSU), nonrandom assignment

of students to sites, and lack of statistical control for previous academic and clinical performance (e.g., Part 1 or USMLE Step 1 exam scores).

1. Variables

* **Ring and Unit Designation**: final designation based on the student’s academic performance in UPRSN or OBGYN Unit
* **Honors**: 90 or higher
* **Letters**: 88 through 89.99
* **Satisfactory**: 87.99 or lower
* **Ring Quality**: student’s subjective assessment of the overall quality of UPRSN on the end-of-program evaluation (i.e., “Overall this integrated clerkship (ring) was a good learning experience”, rated on a 5-point agreement scale)

1. Sample

Students completing Part 2 during the 2018-2019 AY for whom OB/GYN site and academic performance data were available (*N* = 192)

1. Are there differences in UPRSN performance and perception across surgical sites?
2. There were no statistically significant differences in unit designation, ring designation, or perceived ring quality between the four surgical sites.
3. However, when comparing OSU to all non-OSU sites (i.e., Grant, MCW, and Riverside), students who were assigned to OSU tended to receive higher ring designations than students who were assigned to a non-OSU site.
4. Caution should be used when interpreting these findings given the uneven distribution of students between the sites (i.e., 84% at OSU), nonrandom assignment of students to sites, and lack of statistical control for previous academic and clinical performance (e.g., Part 1 or USMLE Step 1 exam scores).

1. Variables

* **Ring and Unit Designation**: final designation based on the student’s academic performance in UPRSN or Surgery Unit
* **Honors**: 90 or higher
* **Letters**: 88 through 89.99
* **Satisfactory**: 87.99 or lower
* **Ring Quality**: student’s subjective assessment of the overall quality of UPRSN on the end-of-program evaluation (i.e., “Overall this integrated clerkship (ring) was a good learning experience”, rated on a 5-point agreement scale)

1. Sample

Students completing Part 2 during the 2018-2019 AY for whom surgical site and academic performance data were available (*N* = 193)

# Item 7, Student Report:

# Discussion: No report at this time. There will be more feedback after Assessment week in August

# Meeting adjourned at 5:10 pm.

The Ohio State University College of Medicine

**LSI Part Two Academic Program Committee**Meeting Minutes

Presiding Chair: Kim Tartaglia, MD  
Minutes Recorded by: Rita Arnold  
Date: 08.14.19  
Location: 400 Prior  
Call to Order: 4:03 PM  
Adjourned: 5:05 PM

# Member Attendance

| **Present** | **Last Name** | **First Name** | **Roles** |
| --- | --- | --- | --- |
|  | Basuray | Rakhi | Expert Educator, Pediatrics |
|  | Bellows | Fara | General Faculty, Urology |
|  | Chen | David | Student Council Representative, Med3 |
|  | Duggirala | Vijay | UPSMN Associate Director of Integration |
|  | Eapen | Binay | Associate Program Director, Mount Carmel Health Systems |
|  | Elhassan | Ihab | Surgery Faculty |
|  | Farrell | Matthew | UPWP FM Unit Director |
| X | Flanigan | Matthew | UPWP Internal Medicine Unit Director |
|  | Gage | Daniel | Student Council Representative, Med 3 |
| X | Grieco | Alex | Associate Academic Program Director |
| X | Hoyle | Chad | UPSMN Director of Integration |
|  | Hsu | Kevin | Student Council Representative, Med 3 |
|  | Khandelwal | Sorabh | Assistant Dean for Clinical Science |
| X | Kopechek | Jack | Educational Portfolio and Coaching |
|  | Lacuesta | Nanette | Program Director, OhioHealth |
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| X | Meyers | Lori | UPRSN Co‐Unit Director |
|  | Niedermier | Julie | UPSMN Psych Unit Director |
|  | Nolan | Eric | Expert Educator, Emergency Medicine |
|  | Patel | Chirag | Expert Educator , Part 2 |
|  | Phi | Kenny | Student Council Representative, Med 3 |
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|  | Sangvai | Shilpa | General Faculty Representative, Ambulatory Pediatrics |
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|  | Strafford | Katherine | UPRSN Associate Director of Integration |
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|  | Traugott | Amber | UPRSN Surgery Unit Director |
|  | Walsh | Katherine | UPSMN Internal Medicine, Unit Director |

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| **GUESTS:** |  |  |  |
|  | Allen | Chelsea | UPRSN ObGyn Coordinator |
| PH | Arnett | Angie | UPRSN: Program Coordinator, Surgery |
|  | Geisler | Reed | Med 2 |
|  | Horgan | Mike | Program Manager, E&A |
|  | Isler | Todd | Technology Manager, OECRD |
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|  | Khurma | Anand | Associate Director for Education Technology |
|  | Lash | Todd | Education Resource Specialist |
|  | Lynne | Joanne | Associate Dean of Student Life |
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|  | Sabatino | Beth | Project Manager, Vitals |
|  | Schafer | Katie | Education Portfolio Coordinator |
|  | Stahr | Melissa | UPSMN: Program Coordinator, Psychology |
|  | Swartz | Regina | UPWP: Program Manager, Pediatrics |
|  | Verbeck | Nicki | Education Resource Specialist, OECRD |
| PH | Volk | Laura | Part 2 & 3 Program Manager |
| X | Watson | Dawn | Program Manager, Obstetrics & Gynecology |
|  | Werman | Howard | General Faculty, Emergency Medicine |
|  | Williams | Thomas | General Faculty, Surgery |
|  | Winland | Sheila | UPWP: Program Coordinator, Pediatrics |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Approval of July Meeting Minutes |
| 2 | Announcements / Old Business |
| 3 | New Business: Part 2 Annual Report |
| 4 | Standing Reports: Student Report |
| 5 | Standing Reports: PxDx |

# Item 1, Approval of Minutes

1. Minutes Approved

# Item 2, Announcements / Old Business:

# Discussion:

1. New FM Coordinator, Danielle Secrease

1. Session 1, Assessment Week Monday Exam Delay – Monday’s NBME Exams will be delayed by 1 hour, due to a booking error. Med 3’s will start their exams at 9am.

1. Thanksgiving Holiday Break – Students have petitioned to have the Thanksgiving holiday break follow the University Calendar. The Deans have agreed and moving forward, the Thanksgiving Holiday break will be a 4 day weekend, Thursday through Sunday.

1. Quiz Average Data – After the quizzes are complete the students can now see their individual quiz score and the Quiz Average Score in the Examsoft Application.

1. Discrepancy on Service Hours on Psychiatry – Dr. Neidermier has clarified to the unit that students are excused from Clinical Service after 4:30pm.

# Item ,3 Announcements / Old Business:

# Discussion K. Tartaglia reviewed the Part 2 Annual Report Action Items for the AY2018-2019 as presented to ECC.

1. By May 2018, review and revise all ring/project primary objectives
2. 100% mapping to DCEOs
3. At least 80% of revised objectives linked to TLMs and Assessments

1. Part 2 Curricular Learning Outcomes (CLOs) common to all rings approved April 2018
2. Mapped to PCRS but delayed putting in VITALS due to PCRS change and work of learning objective task force
3. Linkage to TLMs and Assessments in VITALS deferred to 2018-19 AY

1. Increase Student Support for those with academic struggles (Student consultation and potentially offer EE vs another resource)
2. All (100%) of students within 5 points of OSCE or NBME passing cutoffs
3. Any student deemed marginal pass by CPA performance

1. Students received Email with offer for EE help
2. Some rings put marginal pass information in “additional comments”
3. If students met with EE, EE requested to put this information in VITALS
4. Need identified for better tracking

1. For UPRSN, conduct bi-annual site visits at each site and implement faculty development for sites with target to improve the quality of the learning environment
2. Goal to improve time with attendings, quality of direct observation, and/or overall clerkship rating by 10%
3. Bi-annual site visits completed

1. Overall clerkship rating improved for Surgery (2.5%) and Ob/Gyn (6%) but other areas static

1. New for 2018-19 Year Related to Direct Observation
2. Faculty will be asked/expected to do one direct observation (how it’s currently done) but students will be encouraged to have additional DOCs done by residents/fellows
3. Goal is to decrease pressure on students to be directly observed.

Actions: Come up with New Action Items for AY2019-20.

# Item 4, Standing Reports: Student Report Discussion: No students present to report.

# Item 5, Standing Reports: PxDx

# Discussion: K. Tartaglia reviewed the Outstanding PxDx Reports for each ring.

Action: Each Unit please review for accuracy

Meeting adjourned at 5:05 PM.

The Ohio State University College of Medicine

**LSI Part Two Academic Program Committee**Meeting Minutes

Presiding Chair: Kim Tartaglia, MD  
Minutes Recorded by: Rita Arnold  
Date: 09.11.19  
Location: 400 Prior  
Call to Order: 4:10 PM  
Adjourned: 4:45 PM

# Member Attendance

| **Present** | **Last Name** | **First Name** | **Roles** |
| --- | --- | --- | --- |
|  | Basuray | Rakhi | Expert Educator, Pediatrics |
|  | Bellows | Fara | General Faculty, Urology |
|  | Chen | David | Student Council Representative, Med3 |
|  | Duggirala | Vijay | UPSMN Associate Director of Integration |
|  | Eapen | Binay | Associate Program Director, Mount Carmel Health Systems |
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|  | Lacuesta | Nanette | Program Director, OhioHealth |
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|  | Strafford | Katherine | UPRSN Associate Director of Integration |
|  | Sevov | Claire | General Faculty Rep, Med Peds |
|  | Taylor | Krista | Student Council Representative, Med 3 |
|  | Traugott | Amber | UPRSN Surgery Unit Director |
| PH | Walsh | Katherine | UPSMN Internal Medicine, Unit Director |
| X | Khandker | Nabil | Expert Educator, Part 2 |

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| --- | --- | --- | --- |
| **GUESTS:** |  |  |  |
|  | Arnett | Angie | UPRSN: Program Coordinator, Surgery |
|  | Geisler | Reed | Med 2 |
|  | Horgan | Mike | Program Manager, E&A |
|  | Isler | Todd | Technology Manager, OECRD |
| X | Langreder | Tim | UPSMN: Program Manager, Internal Medicine |
|  | Khurma | Anand | Associate Director for Education Technology |
|  | Lash | Todd | Education Resource Specialist |
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|  | Sabatino | Beth | Project Manager, Vitals |
|  | Schafer | Katie | Education Portfolio Coordinator |
|  | Stahr | Melissa | UPSMN: Program Coordinator, Psychology |
|  | Swartz | Regina | UPWP: Program Manager, Pediatrics |
|  | Verbeck | Nicki | Education Resource Specialist, OECRD |
|  | Volk | Laura | Part 2 & 3 Program Manager |
| X | Watson | Dawn | Program Manager, Obstetrics & Gynecology |
|  | Werman | Howard | General Faculty, Emergency Medicine |
|  | Williams | Thomas | General Faculty, Surgery |
|  | Winland | Sheila | UPWP: Program Coordinator, Pediatrics |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Approval of August Meeting Minutes |
| 2 | Announcements / Old Business |
| 3 | New Business: Part 2 Action Items |
| 4 | Standing Reports: Student Report |

# Item 1, Approval of August Minutes

1. Minutes Approved

# Item 2, Annoouncements / Old Business

# Discussion:

1. Direct Observation of Competence (DOC) Pilot in Vitals – DOC’s have previously been housed in My Progress, the COM would like to move away from using this application. Vitals has built some functionality that allows us to have these DOC’s in our homegrown system. Part 2 will be running the Pilot during Session 2 to test the module.

Meeting adjourned at 4:45 PM.

# Item 3, New Business: Part 2 Action Items

# Discussion: Proposed Action Items for AY2019-20

1. Service-specific orientation
   1. Create templated one-pagers for all core clinical assignments in Part 2
2. Increase student documentation in the EHR
   1. Determine baseline of student documentation in EHR and increase by 20%
   2. Increase billing off student notes by 20%

Short term action items (next 6 months)

1. Med Ed Journal Club for Part 2 Expert Educators/Faculty.

1. Implement centralized repository for absences at unit/ring level in order to monitor and address professionalism issues of students.

1. Create a system for follow-up and evaluation for EE consults.

Meeting adjourned at 4:45 PM.

# Item 4, Standing Reports: Student Report

# Discussion:

1. Vitals Form for Absence Requests - Students would like to have a form within Vitals to submit Absence Requests. Currently the process is to download a PDF, Complete the form and then upload the completed form to the Vitals Portal. Students would like to complete the information within Vitals without the extra steps of downloading and then uploading.

1. AHSS Feedback – Students feel like the AHSS lectures may be more valuable if they were disseminated in a module format. Students aren’t finding the lectures a good use of their class time.

1. UPRSN Feedback – Bodily Fluid Exposure Clarification. Students have a good resource in the COM Student Handbook about how to handle Bodily Fluid Exposure. Faculty and Staff while on Clinical Service are not clear on the process. Students would like to find a method to clarify with Clinical Faculty and Staff what the process is for students.

Meeting adjourned at 4:45 PM.

The Ohio State University College of Medicine

**LSI Part Two Academic Program Committee**Meeting Minutes

Presiding Chair: Kim Tartaglia, MD  
Minutes Recorded by: Rita Arnold  
Date: 10.09.19  
Location: 400 Prior  
Call to Order: 4:08 PM  
Adjourned: 5:25 PM

# Member Attendance

| **Present** | **Last Name** | **First Name** | **Roles** |
| --- | --- | --- | --- |
|  | Chen | David | Student Council Representative, Med3 |
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| X | Basuray | Rakhi | Expert Educator, Pedoatrocs |
| X | Horgan | Mike | Program Manager, E&A |
|  | Isler | Todd | Technology Manager, OECRD |
| X | Langreder | Tim | UPSMN: Program Manager, Internal Medicine |
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|  | Lash | Todd | Education Resource Specialist |
|  | Lynne | Joanne | Associate Dean of Student Life |
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|  | Nolan | Eric | Expert Educator, Emergency Medicine |
|  | Patel | Chirag | Expert Educator, Part 2 |
|  | Ruff | Lindsey | UPSMN: Program Manager, Internal Medicine |
|  | Sabatino | Beth | Project Manager, Vitals |
|  | Schafer | Katie | Education Portfolio Coordinator |
|  | Stahr | Melissa | UPSMN: Program Coordinator, Psychology |
|  | Start | Amanda | OCS, Education Resource Specialist |
|  | Swartz | Regina | UPWP: Program Manager, Pediatrics |
|  | Verbeck | Nicki | Education Resource Specialist, OECRD |
| PH | Volk | Laura | Part 2 & 3 Program Manager |
| X | Watson | Dawn | Program Manager, Obstetrics & Gynecology |
|  | Werman | Howard | General Faculty, Emergency Medicine |
|  | Williams | Thomas | General Faculty, Surgery |
|  | Winland | Sheila | UPWP: Program Coordinator, Pediatrics |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Approval of September Meeting Minutes |
| 2 | Announcements / Old Business |
| 3 | New Business: Grade Narratives |
| 4 | VITALS calendar – deadline for changes |
| 5 | Standing Reports: Student Report |
| 6 | Tuesday afternoons, Teaching on service |
| 7 | Standing Reports: Grade Audit, Duty Hours Learning Environment, Safety/Supervision |

# Item 1, Approval of September Meeting Minutes

1. Minutes Approved

# Item 2, Announcements / Old Business: Discussion:

1. Call for Part 2 Evaluation & Assessment Expert Educator
2. Test Item Review Program Lead.

# Item 3, MyProgress (Direct Observations) Data Review Discussion/Action: Reviewed the guidelines set writing Part 2 experience grade narratives and the differences across the three Rings.

1. K. Tartaglia reviewed the AAMC recommendations for revising the MSPE and the COM Policy regarding grade narratives.
2. Rakhi Gupta-Basuray presented a suggestion for a template that UPWP has been working on for a more standardized guideline.
3. Discussed the opportunity for Faculty development regarding evaluation comments. Faculty may not understand the MSPE’s are directly drawn from the narrative comments on student Clinical Performance Evaluations.

# Item 4, VITALS calendar – deadline for changes

# Discussion:

1. Students would like a general description of how Honors, Letters and Satisfactory grades are assigned and distributed.
2. Students are unclear on the evaluation process. What are they being evaluated on? How exactly are evaluations released? Again have requested a way to complete a one way evaluation.
3. Positive Feedback: Haiku access for students has been “an incredible change for how students go through service”. It gives them the ability to understand timing of cases in a clinical setting and see changes in real time.

# Item 5, Student Report

# Discussion:

1. Students would like a general description of how Honors, Letters and Satisfactory grades are assigned and distributed.
2. Students are unclear on the evaluation process. What are they being evaluated on? How exactly are evaluations released? Again have requested a way to complete a one way evaluation.
3. Positive Feedback: Haiku access for students has been “an incredible change for how students go through service”. It gives them the ability to understand timing of cases in a clinical setting and see changes in real time.

# Item 6, Tuesday Afternoons, Teaching on Service

# Discussion: Reviewed End of Ring evaluation data for UPRSN and UPWP for Session 1 noting feedback regarding Tuesday afternoon didactics and Teaching on service.

Action: UPSMN end of ring evaluation data for Session 1 will be presented when those results are available.

# Item 7, Standing Reports: Grade Audit, Duty Hours Learning Environment, Safety/Supervision

# Discussion: K. Tartaglia reviewed the standing reports for any possible violations.

Action: Points of concern forwarded to Ring Leadership.

Meeting adjourned at 5:25

The Ohio State University College of Medicine

**LSI Part Two Academic Program Committee**Meeting Minutes

Presiding Chair: Kim Tartaglia, MD  
Minutes Recorded by: Rita Arnold  
Date: 11.13.19  
Location: 400 Prior  
Call to Order: 4:08 PM  
Adjourned: 5:25 PM

# Member Attendance

| **Present** | **Last Name** | **First Name** | **Roles** |
| --- | --- | --- | --- |
|  | Chen | David | Student Council Representative, Med3 |
|  | Eapen | Binay | Associate Program Director, Mount Carmel Health Systems |
|  | Elhassan | Ihab | Surgery Faculty |
| X | Farrell | Matthew | UPWP FM Unit Director |
| PH | Flanigan | Matthew | UPWP Internal Medicine Unit Director |
|  | Gage | Daniel | Student Council Representative, Med 3 |
| X | Grieco | Alex | Associate Academic Program Director |
|  | Hoyle | Chad | UPSMN Director of Integration |
|  | Hsu | Kevin | Student Council Representative, Med 3 |
|  | Khandelwal | Sorabh | Assistant Dean for Clinical Science |
| X | Kopechek | Jack | Educational Portfolio and Coaching |
|  | Lacuesta | Nanette | Program Director, OhioHealth |
| X | Macerollo | Allison | UPWP Director of Integration |
| X | Meyers | Lori | UPRSN Co‐Unit Director |
|  | Niedermier | Julie | UPSMN Psych Unit Director |
|  | Patel | Chirag | Expert Educator , Part 2 |
| X | Phi | Kenny | Student Council Representative, Med 3 |
| PH | Quick | Adam | UPSMN Neurology Unit Director |
|  | Reinbolt | Raquel | UPSMN Associate Direct of Integration |
| X | Schaffir | Jonathan | UPRSN Director of Integration |
| X | Scherzer | Rebecca | UPWP Pediatric Unit Director |
|  | Schmerler | Betsy | UPWP Associate Director of Integration |
|  | Strafford | Katherine | UPRSN Associate Director of Integration |
|  | Sevov | Claire | General Faculty Rep, Med Peds |
|  | Taylor | Krista | Student Council Representative, Med 3 |
|  | Traugott | Amber | UPRSN Surgery Unit Director |
| PH | Walsh | Katherine | UPSMN Internal Medicine, Unit Director |

|  |  |  |  |
| --- | --- | --- | --- |
| **GUESTS:** |  |  |  |
|  | Allen | Chelsea | UPRSN ObGyn Coordinator |
|  | Arnett | Angie | UPRSN: Program Coordinator, Surgery |
|  | Basuray | Rakhi | Expert Educator, Pediatrics |
|  | Horgan | Mike | Program Manager, E&A |
|  | Isler | Todd | Technology Manager, OECRD |
| X | Langreder | Tim | UPSMN: Program Manager, Internal Medicine |
|  | Khurma | Anand | Associate Director for Education Technology |
|  | Lash | Todd | Education Resource Specialist |
|  | Lynne | Joanne | Associate Dean of Student Life |
|  | Meyer | Michelle | Longitudinal Projects Program Manager |
|  | Nolan | Eric | Expert Educator, Emergency Medicine |
|  | Patel | Chirag | Expert Educator, Part 2 |
|  | Ricks | Michael | Student Worker, OCS |
|  | Ruff | Lindsey | UPSMN: Program Manager, Internal Medicine |
|  | Sabatino | Beth | Project Manager, Vitals |
|  | Schafer | Katie | Education Portfolio Coordinator |
|  | Stahr | Melissa | UPSMN: Program Coordinator, Psychology |
|  | Start | Amanda | OCS, Education Resource Specialist |
|  | Swartz | Regina | UPWP: Program Manager, Pediatrics |
|  | Verbeck | Nicki | Education Resource Specialist, OECRD |
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| PH | Werman | Howard | General Faculty, Emergency Medicine |
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|  | Winland | Sheila | UPWP: Program Coordinator, Pediatrics |

## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Approval of October Meeting Minutes |
| 2 | Announcements / Old Business |
| 3 | New Business: AHSS Grading Proposal |
| 4 | Part 2 Academic Calendar |
| 5 | Standing Reports: Student Report |
| 6 | Standing Reports: PxDx |

# Item 1, Approval of October Meetings Minutes

Discussion: Approved

# Item 2, Announcements / Old Business:

# Discussion:

1. Thing 1
2. Thing 2

# Item 3, New Business: AHSS Grading Proposal

# Discussion/Action: Allison Heacock presented

# Item 4, Part 2 Academic Calendar

Discussion:

Action:

# Item 5, Standing Reports: Student Report

Discussion:

Action

# Item 6, Standing Reports: PxDx

Discussion:

Action:

Meeting adjourned at 5:25 PM

The Ohio State University College of Medicine

**LSI Part Two Academic Program Committee**Meeting Minutes

Presiding Chair: Kim Tartaglia, MD  
Minutes Recorded by: Rita Arnold  
Date: 12.11.19  
Location: 400 Prior  
Call to Order: 4:08 PM  
Adjourned: 5:05 PM

# Member Attendance

| **Present** | **Last Name** | **First Name** | **Roles** |
| --- | --- | --- | --- |
|  | Chen | David | Student Council Representative, Med3 |
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|  |  |  |  |
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| PH | Arnett | Angie | UPRSN: Program Coordinator, Surgery |
|  | Geisler | Reed | Med 2 |
|  | Horgan | Mike | Program Manager, E&A |
|  | Isler | Todd | Technology Manager, OECRD |
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|  | Khurma | Anand | Associate Director for Education Technology |
|  | Lash | Todd | Education Resource Specialist |
|  | Lynne | Joanne | Associate Dean of Student Life |
|  | McCallister | Jennifer | Associate Dean of Medical Education |
|  | Meyer | Michelle | Longitudinal Projects Program Manager |
| X | Pierson | Chris | LSI Competency Director |
| PH | Ruff | Lindsey | UPSMN: Program Manager, Internal Medicine |
|  | Sabatino | Beth | Project Manager, Vitals |
|  | Schafer | Katie | Education Portfolio Coordinator |
|  | Secrease | Danielle | Family Medicine Program Coordinator |
|  | Stahr | Melissa | UPSMN: Program Coordinator, Psychology |
|  | Start | Amanda | OCS, Education Resource Specialist |
|  | Swartz | Regina | UPWP: Program Manager, Pediatrics |
|  | Verbeck | Nicki | Education Resource Specialist, OECRD |
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## Agenda Items

| **#** | **Agenda Item** |
| --- | --- |
| 1 | Approval of November Meeting Minutes |
| 2 | Announcements / Old Business |
| 3 | UPRSN Proposal on Unit Structure |
| 4 | Standing Reports: Student Report |
| 5 | Standing Reports: Duty Hours, Safety Supervision, Learning Environment |

# Item 1, Approval of November Meeting Minutes

# Discussion:

1. November Minutes Approved.

# Item 2, Announcements / Old Business:

# Discussion:

1. UPSMN Expert Educator, A. Cooper, will be offering Clinical Skills Office Hours for Part 2 UPSMN Students - If you are struggling with a clinical topic or are interested in building or practicing clinical skills –such as physical examination, clinical reasoning, or presentations – then sign up for Clinical Skills Office Hours. Up to two students at a time can meet with a Faculty Expert Educator for 45 minute blocks and work on improving their doctoring abilities. This will be offered beginning in Session 3.

# Item 3, New Business: UPRSN Proposal on Unit Structure

# Discussion: J. Schaffir presented proposed changes to the Perioperative Unit in the UPRSN Ring.

1. Current Unit Structure
   1. 2 week rotation comprising:
      1. One week Anesthesiology
      2. One week “Periop Selective”
         1. Could be truly perioperative (path, radiology), Few slots exist
         2. Could be surgical subspecialty (urology, ENT)
   2. Separate unit grade is given
      1. Based on CPAs (40%), 45-question exam (45%), Clinical Practical (10%) and Professionalism (5%)
   3. Problems with Current Structure
      1. Clinical experience highly variable
         1. Depending on what selective is chosen in 2nd week
      2. Lack of uniform learning objectives for this experience
         1. (other than what is already an objective for Surgery unit)
      3. Lack of discrimination based on clinical performance
         1. CPAs may only come from one or two faculty
      4. Periop exam is homegrown
         1. The only unit in LSI that is not assessed with national (shelf) exam
      5. Standard for passing exam is arbitrary
         1. No minimum pass standard, with unclear need for remediation
         2. Lack of perceived importance on part of students

* Not an “official” clerkship

1. Proposal to eliminate Periop as a Separate Unit A. Advantages:
   1. No separate Unit Grade.
   2. Maintain requirement for 1 week Anesthesiology rotation.
   3. Second week still a selective with various options:
      1. Surgical subspecialty
      2. Second week of anesthesiology
      3. Another perioperative specialty  B. Assessment:
2. All CPAs count towards Ring Grade
3. CPAs from surgical subspecialties will also count towards Surgery Unit

Grade

1. Periop exam will still be required
   * + - 1. Will count towards Quiz total ( Ring Grade- MK)
2. Clinical Practical will still be required in Assessment Week
   * + - 1. Will count toward total Practical Score C.

Advantages:

1. Fairer Grading
2. More options for students D.

Disadvantages:

1. No separate grade for students interested in periop career, opportunity for Part 3 Elective.
2. Dr. Meyers may lose her title as Unit Director, but maintain role as Rotation Director
3. Administrative burden on Coordinators

**Action:**

The Committee voted to accept the proposed changes for the UPRSN Perioperative Unit for the 2020-2021 AY.

# Item 4, Standing Reports: Student Report

# Discussion:

1. UPWP: Preferencing Note. Students would like to have more detail regarding site placement in reference to their general living area.
2. Inquiring about one-way evaluations and ways to give kudos and feedback for great teaching.

# Item 5, Standing Reports: Duty Hours, Safety Supervision, Learing Environment

Discussion: K. Tartaglia reviewed the Duty Hours and Safety Supervision Reports.

Action:

Each Ring will follow up with students regarding the noted duty violations.

Meeting adjourned at 5:05 PM