

Evaluation Subcommittee 3/14/07

Present: Drs. Rarey, Ritz, Kellner, Romrell, Cooper, Hagen Hahn, Miller, Cynthia Karle

Guest: Dr. Heather Harrell, Medicine Clerkship Director

Dr. Harrell was in attendance with the committee to review the Medicine Clerkship report. She thought that some of the narrative comments about the syllabus may have been referring to another clerkship. It was also stated that the syllabus is not required to be submitted for review every year. Dr. Harrell stated that she was unsure of what to do with the reviewer comments. It was stated that the ultimate goal was to have alignment between all of the courses and clerkships. It was pointed out to Dr. Harrell that her syllabus was not compliant with the curriculum committee format. She stated that the students find the website extremely useful; her clerkship has received the Golden Apple award for three consecutive years. She stated that all the required components have been included although her syllabus may not look like others. Dr. Kellner stated the syllabus should be user friendly for students and faculty and staff. It was also suggested that the Director's title and the Administrative assistants title be add to the front page of the syllabus. Because of a discrepancy in the evaluation of the student performance section, this area will be re-evaluated by the evaluation subcommittee and the new score will be posted. The committee thanked Dr. Harrell for taking time to meet with them.

Dr. Rarey then addressed the committee about the purpose of the evaluation subcommittee now that the LCME visit is over. It was stated that the overall objective of the committee is to improve the course and clerkships. It was brought up that at the next clerkship director's meeting the directors should be asked if they feel that the feedback they receive from the evaluation subcommittee is helpful. Feedback should also be solicited from the basic science course directors. Where does the evaluation subcommittee go from here? This topic will be discussed at our next meeting on April 11, 2007.

The meeting adjourned at 12:55 PM.