

Evaluation Subcommittee
4/11/07

Present: Drs. Hahn, Rarey, Kellner, Miller, Hagen, Novak
Students: K. Rajasekhar, C. Simone

Chris Simone, MSI was introduced as the newest member of the subcommittee. Dr. Rarey announced that April 25, 2007 will be a special meeting as Dr. Davidson will be in attendance for a special presentation. Each member is requested to attend.

The committee reviewed three documents:

- The Evaluation Subcommittee minutes from Dr. Davidson's presentation on 8/30/06
- The Comprehensive curriculum review: Beyond student evaluations
- The list of college of medicine courses and clerkships

Dr. Davidson's six recommendations for the evaluation subcommittee were discussed. Feedback from teaching course faculty was thought to be a good resource to assess the quality of courses and clerkships. It was suggested that a faculty survey be conducted. One member suggested that the survey be online and formatted similarly to the student evaluations. It would be good to have numerical and narrative data from the faculty. Dr. Kellner suggested that a two person committee be assigned this task. Drs. Hagen and Hahn volunteered to begin working on questions for the faculty survey. Dr. Kellner stated that it would be appropriate to present the survey at subsequent course director and clerkship director meetings.

The next point of discussion was how to assess the content of the courses and clerkships are regulated. Dr. Novak stated that her clerkship's content is mandated nationally and the students are assessed using the shelf exam.

It was suggested that a survey could also be created for the course/clerkship directors regarding the value of feedback about their director reports. It might also be useful to ask the curriculum committee if the annual report that the evaluation subcommittee compiles is useful.

The comprehensive curriculum review (document from the CGEA meeting-conducted at Rush Medical School) document was reviewed. Members were asked for their input about ideas that could be incorporated into our program. Some members stated that the curriculum committee needs to state what direction they want the evaluation subcommittee to work towards.

Lastly, the review of syllabi of the courses and clerkships was discussed. It was suggested that possibly only a few syllabi be reviewed annually. This approach would allow the evaluation subcommittee members to give a more in-depth assessment.

The meeting adjourned at 12:50 PM.