

Minutes
Evaluation Subcommittee
January 25, 2006
R1-106
12:00 p.m.

Attendance: **Drs.** Hahn, Kellner, Rarey, Romrell, Stevens; Ms. Cooper and Ms. Karle **Students-** Elizabeth Lee; Guests- Dr. Chen, Surgery and Dr. Miller, Neurology **Staff** Marie Coleman (recording)

Dr. Rarey welcomed Dr. Chen to the meeting to discuss his clerkship, Surgery. Dr. Chen thanked the committee members for the opportunity to interact with them to strengthen his clerkship. Dr. Rarey asked how the clerkship's competencies are assessed in the subspecialties. There is a need to clarify learning objectives for each subspecialty. Dr. Chen agrees, but was unsure of how to accomplish this. Dr. Chen suggested that removing some of the sub-specialties from the clerkship may help. He also suggested to have 6 weeks of general surgery and give 2 weeks to a subspecialty. The clerkship works well for students who know what they want to specialize in. Dr. Kellner stated that the clerkship should help the student gain a knowledge of general surgery. Dr. Chen stated that some of the faculty members want students but do not provide objectives, as well as a structured learning environment. Dr. Romrell stated that if the faculty are not providing a structured education that they should not receive more students. Dr. Rarey suggested that Dr. Chen speak with Dr. Davidson and other clerkship directors. Dr. Rarey stated that it was mandatory that the clerkship keep track of LCME standard ED-2. Dr. Rarey stated that the written report was too succinct and certain areas should be expanded upon. It was suggested to Dr. Chen that he look at Ob/Gyn as a template as to how to synthesize data. Concerning formative feedback, there is no section in the written report. Dr. Rarey stated that Dr. Chen should make revisions to the clerkship as soon as possible.

Dr. Rarey asked that the committee review the Introduction to Clinical Radiology written report by, Monday, January 30.

Dr. Rarey asked if the committee wanted to review the IFH syllabus that was submitted or if the committee wanted Dr. Rarey to review it. The vote was unanimous that Dr. Rarey review it.

Dr. Rarey asked if the guidelines for review should be kept the same. Dr. Kellner suggested that if the director did well overall that they only submit the areas of the syllabus they did poorly on, as well as the written report. The goal is to make sure that the directors are improving.

Dr. Rarey next asked that Dr. Miller discuss his clerkship, Neurology. Dr. Miller noted that the clerkship is now 3 weeks rather than 2 weeks in length. The syllabus needs to follow the guidelines and include the 3 main points. Dr. Rarey asked if they are using forms for summative feedback. Dr. Miller stated that the faculty member that the student spent the most time with is supposed to sit with the student, fill out the form, and discuss it. Dr. Miller stated that about 50% were completed. Dr. Rarey said that this was

unsatisfactory; it should be 100%. Suggestions were made to withhold grades until form was submitted or to not allow the student to take the final until the form was submitted. Dr. Miller noted that the students seem to feel better about the class being longer. Dr. Rarey stated that he like the way the Gainesville and Jacksonville data were integrated in the written course report.

Meeting was adjourned at 1:00 p.m.