Assessment Committee

May 23, 2018
4:00 – 5:30 PM
Mayo B646

Chair: David Jewison
Co-Chair: Claudio Violato
Committee Members Present: Claudio Violato, Sophia Gladding, Stephen Richardson, Peter Southern, Adam Meier, Suzanne van den Hoogenhof, Brooke Nesbitt, Kevin Diebel, Kelly Hallowell, David Jewison
Committee Members Absent: Cassaundra Burt, Kelaine Haas, Jane Miller, Eric Velazquez, Alicia Johnson, Joe Oppedisano, Aubrey Thyen
Administrative Coordinator: Cynthia Johnson

MINUTES

1. Approve Minutes from April 25, 2018 meeting
   - Approved

2. Updates - Group
   - ExamSoft
     - AM - presentation on examsoft portal
     - Portal + application (where students access)
     - RTF files are most compatible for importing into ExamSoft
     - Categories for questions will need to be determined
     - Questions can be randomized, grouped, weighted
     - Protocol/procedures are continuously being developed; vendor is challenging to work with
     - KH: Clear deadlines as to when quizzes will open; many electronic resources, but unclear where everything is; mostly communication and process issues; Macs take longer to load content in the classroom
     - Would be helpful to create example quizzes with relevant content to acclimate the students to the process
   - Workshops on Syllabi
     - 3 workshops for updating syllabi - May 29 & June 13, June 26
     - Standardized syllabus which includes instructional objectives (most straightforward by Bloom's taxonomy written by outcomes) - between 8-10 per course, instructional methods - how are you going to teach them, how these assess the Physician Competency Reference Set (PCRS), how does the syllabus reflect Step 1

- AM proposes being able to do the mapping electronically it would be helpful, so that it translates for LCME; CV we should be able to fine tune it rather than start from scratch
- Assessing PCRS

3. Review of Assessment Principles - Group
   - van der Vleuten et al (2015) - attached/circulated before

4. Approach to Assessment in the Clinical Environment - David Jewison
   - 2 physicians + student in a working group meeting this summer to gather information, what type of data do we want from the assessments
   - Review core clerkships - what/how they grade and assess now, what works, considering SHELF, quizzes, etc., resources being utilized by each (MyProgress), survey for clerkship directors + direct contact, role of honors, what are the clerkships are expected to grade the students on
   - Formal appeals process for grades? Official University appeals process once it is posted in PeopleSoft; should a formal process be developed? Not for final grade, but for the students' performance assessment
   - Core clerkships use the SHELF differently
   - Set expectations for clerkships by using a rubric, presented in the Fall
   - CEC approval in November, Ed Council following
   - Updates each month at the Assessment Committee

5. Other Business
   - Meeting time will change to 4th Tuesdays rather than Wednesdays, starting in September. Next meeting Wednesday, June 27.