

Faculty Steering Committee MINUTES

Thursday, May 21, 2015 • 12:00 Noon • Daly Center, Room MS 186

<i>Topic</i>	<i>Presenter</i>	<i>Discussion</i>	<i>Action Item/Resolution</i>
1. Call to Order -Approval of Minutes from April 2015 -Approval of Spring Faculty Meeting	Abby Klemsz	*Minutes attached	**April minutes were approved **The Spring meeting minutes were updated to reflect Dr. Hattab's question at the end of the meeting.
2. Dean's Report GQ Results	Peter Nalin	*Presentation slides are attached. Dr. Peter Nalin presented a general overview of the results from the AAMC Graduation Questionnaire, which is administered annually from February to June to graduating students at US medical schools accredited by the LCME. Key discussion points prompted by Dr. Nalin's presentation were: <ul style="list-style-type: none"> • Need more opportunities for students to participate in research projects. Involve the Student Research Committee. • Need to consider the demographics of our students with regard to the areas of residency IUSM students are pursuing and the research needs. • Need a more specific definition of mistreatment behaviors to better understand and respond in a manner that will improve these behaviors. Involve TLAC. 	
3. Committee Report Student Promotions Committee	Kenneth Lazarus	*Report attached Key discussion points prompted by Dr. Lazarus' report: <ul style="list-style-type: none"> • Need to review and clearly define the way IUSM uses academic probation. 	
4. Old Business Ad Hoc Committee Reports	Abby Klemsz	*Reports attached for Diversity Council; Student Research Committee; Scholarship Committee.	**The FSC unanimously approved the continuance of these Ad Hoc committees.
5. New Business a. IUSM Communications Department Overview	Holly Vonderheit	Postponed to a later meeting due to scheduling.	

b. AAMC – LOR process	Michael McKenna	*Information sheet attached The process by which faculty submit letters of recommendation for students to ERAS is being revised. Information about the changes is being distributed to IUSM faculty.	
6. Announcements	Abby Klemsz	There are no committee reports scheduled for June, however an informal meeting will be held to discuss the Faculty Assembly implementation. July meeting will be used as an orientation meeting for new FSC and Faculty Assembly members.	**June FSC meeting cancelled
7. Questions and Adjournment	Abby Klemsz		

A full recording of this meeting is available upon [request](#).

Indiana University School of Medicine Committee Report Template

Please submit this report to Melody Darnall at mldarnal@iupui.edu.

Committee Name: Student Promotions Committee

Committee Chair Name: Patricia Treadwell, MD

Committee Chair Email: ptreadwe@iu.edu

Meeting Frequency: Once a month on Monday afternoons for 2-3 hours. Two meetings are held in January and June (following grade submissions)

What is the mission of your committee? This committee reviews the academic progress and professional standards of our students and determines academic standing. For students that have academic or professional difficulties, the committee determines whether the student requires remediation for their difficulties. A student may be placed on academic probation or may be requested to appear before the committee to discuss their academic or professional issues. The committee will determine if a student has completed their remediation plan and may be removed from academic probation. The committee also determines if a student is fit to continue their medical education or should recommend for dismissal to the dean.

The committee consists of a dean of the medical student affairs office as an ex-officio member, the chairperson, 2 fourth year medical students, 12 appointed members representing various campuses as well as various basic and clinical sciences. There are 4 elected members who are each elected for two year terms

What has your committee accomplished this year? (250 words)

The committee meets on the 3rd Monday of every month and twice in January and June. Students who are having academic difficulty are identified by the Medical Student Affairs office. These include students in the first two years who have failed one course or who are identified as having issues with one of the competencies. Students who have failed more than one course are requested to appear before the committee for a progress hearing. The goal of the progress hearing is to determine if the student should be dismissed from school or should be allowed to retake the full year. Students are also presented to the committee if they have failed Step 1. Students who

have an individual deficiency (ID) in one of the competencies are presented as well. Most of the time the committee will suggest that the student be placed on academic probation and be allowed to remediate their deficiency. Students who fail a required clinical rotation will be asked to retake the rotation. Students who fail more than one required clinical rotation or who have more than one ID are asked to appear in front of the committee. The students that appear explain why they believe they are having academic difficulties and how they plan to improve. Sometimes the committee will vote to dismiss the student from the school. More often a plan to remediate and allow the student to continue will be approved. Students who fail Step 2 CK and/or CS are also reviewed by the committee.

The committee has also been asked on occasion to review a grade appeal.

Since 5/20/2013 through 4/20/2015 87 students have appeared before the committee. The committee voted that 8 of these students be dismissed from the IUSM program. During this same period 32 students failed the first year and were allowed to retake the first year. Over the past 2 years 12 students have failed Step 1, 41 students have failed Step 2 CK, and 20 have failed Step 2 CS. There does not seem to be a difference in campuses as to the percentage of students who failed the first year, Step 1, Step 2 CK, or Step 2 CS.

What goals does your committee have for the next academic year? How can the Faculty Steering Committee help you to accomplish those goals? (150 words)

The Committee will continue to review students who are having academic difficulty and asking students with more than one ID or failures to appear before the committee. The committee feels that its most important work is trying to help academically struggling students to achieve their goal of obtaining a medical degree and being successful in residency.

The issue of academic probation has been recently raised. It has become clear that Indiana uses academic probation for issues that do not rise to that level at other medical schools. In addition, there have been discussions as to what academic probation actually means and whether it is being administered fairly. When a student is on academic probation, they may not participate in student government or other student-run medical school programs. They also may have difficulty getting scholarship money. In addition, because academic probation is not lifted until the difficulty has been remediated and some students may not remediate their Individual Deficiency (ID)* for several months and some may remediate it much sooner, some students end up staying on academic probation for much longer periods than others despite having the same ID. There has been a proposal not to place students automatically on academic probation for one ID but to have the Student Promotion Committee determine whether that student's issues rise to the level of academic probation.

*ID –The curriculum at IUSM is competency based. There are 6 core competencies that are evaluated: patient care, interpersonal skills and communication, medical knowledge, professionalism, practice based learning and improvement, and systems based practice that align with the institutional objectives. A student may not achieve competency in one of the 6 competencies which does not mean that they have failed the course. They must remediate their

ID before receiving credit for that course. Currently, they are placed on academic probation until they remediate the deficiency. In addition, the ID is also identified on the student's official transcript which is not necessarily done at other medical schools.



SCHOOL OF MEDICINE

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Graduate Questionnaire

Dr. Peter Nalin

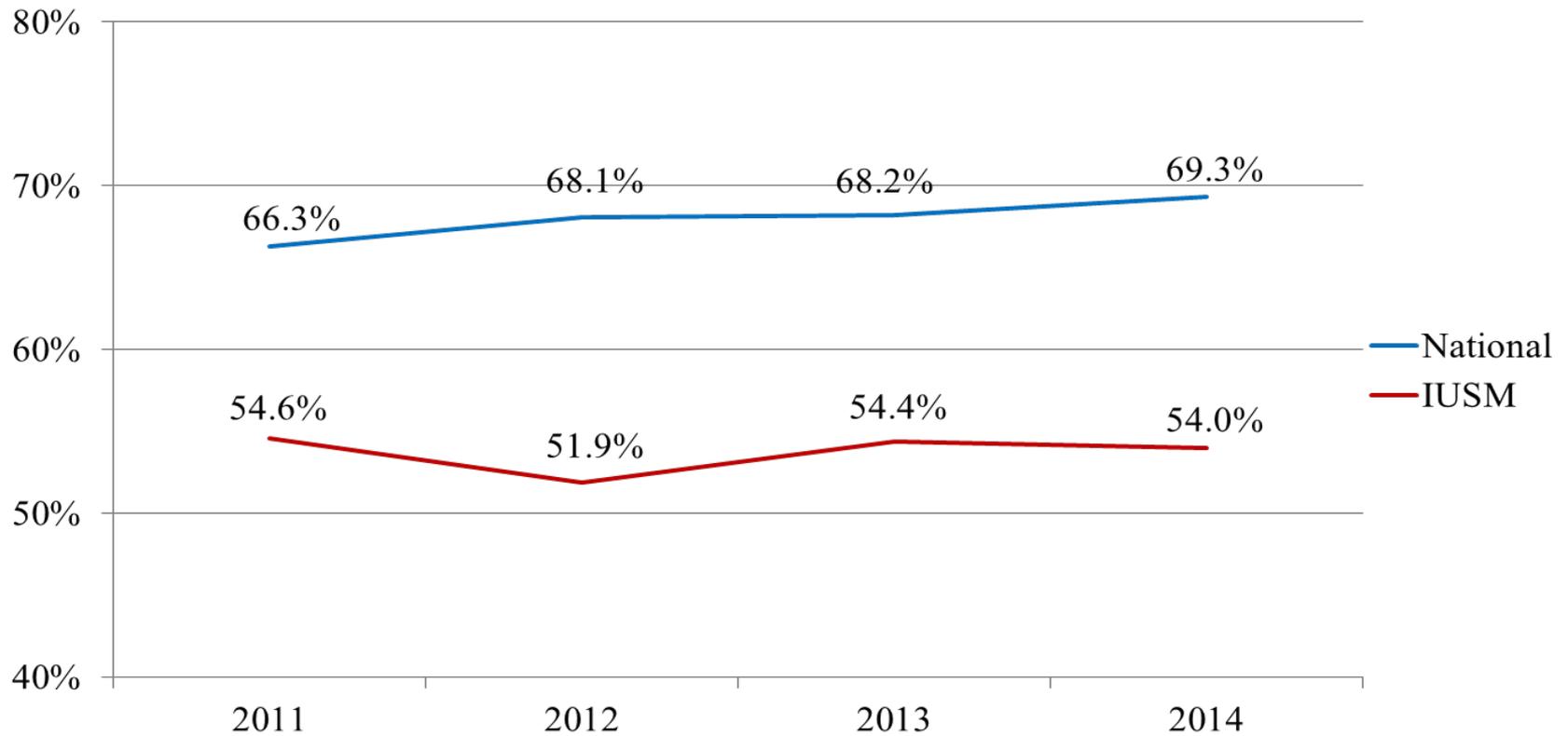


Findings from the AAMC Graduation Questionnaire (GQ)

- Background:
 - Administered annually by the AAMC from February to June to graduating students at US medical schools accredited by LCME
 - The LCME Data Collection Instrument (DCI) requires GQ findings for 9 out of the 12 standards

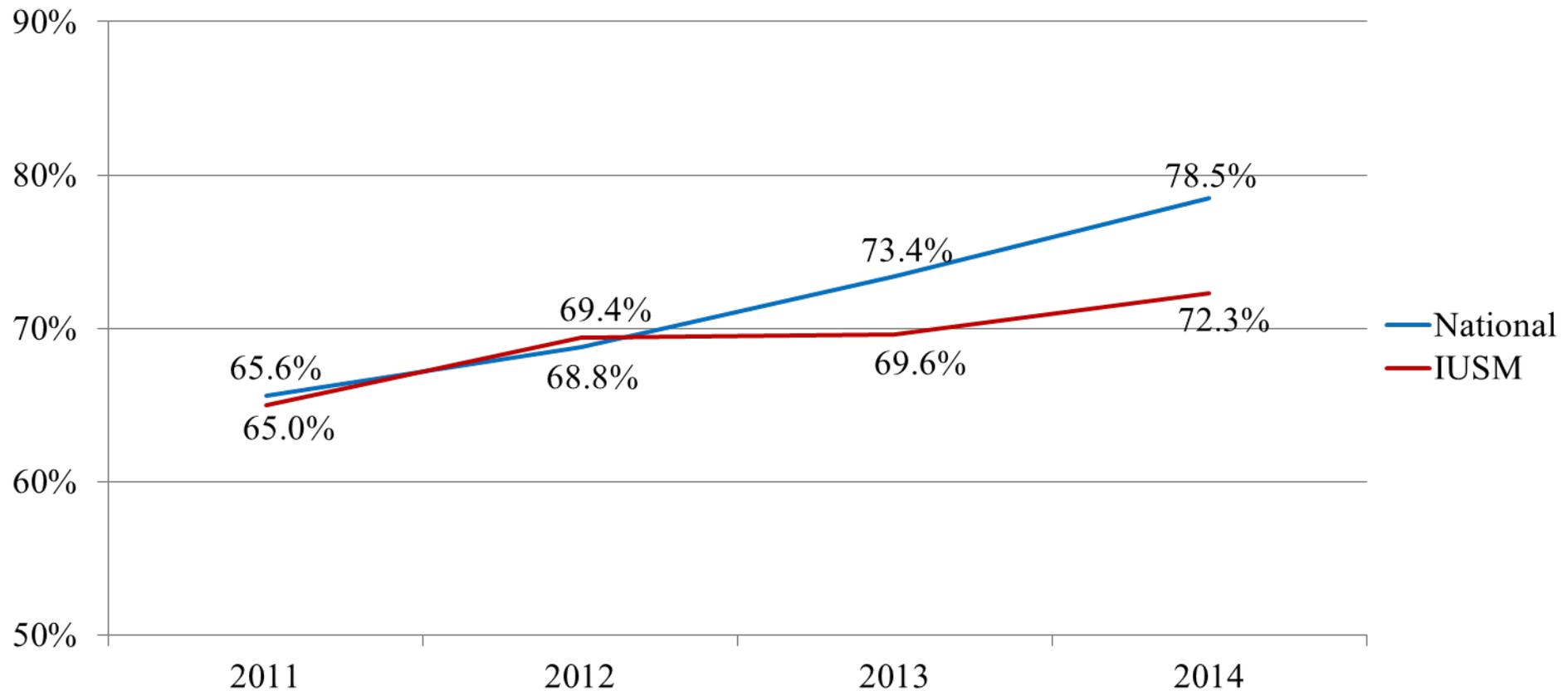


Values represent the percentage that reported participation in a research project with a faculty member.



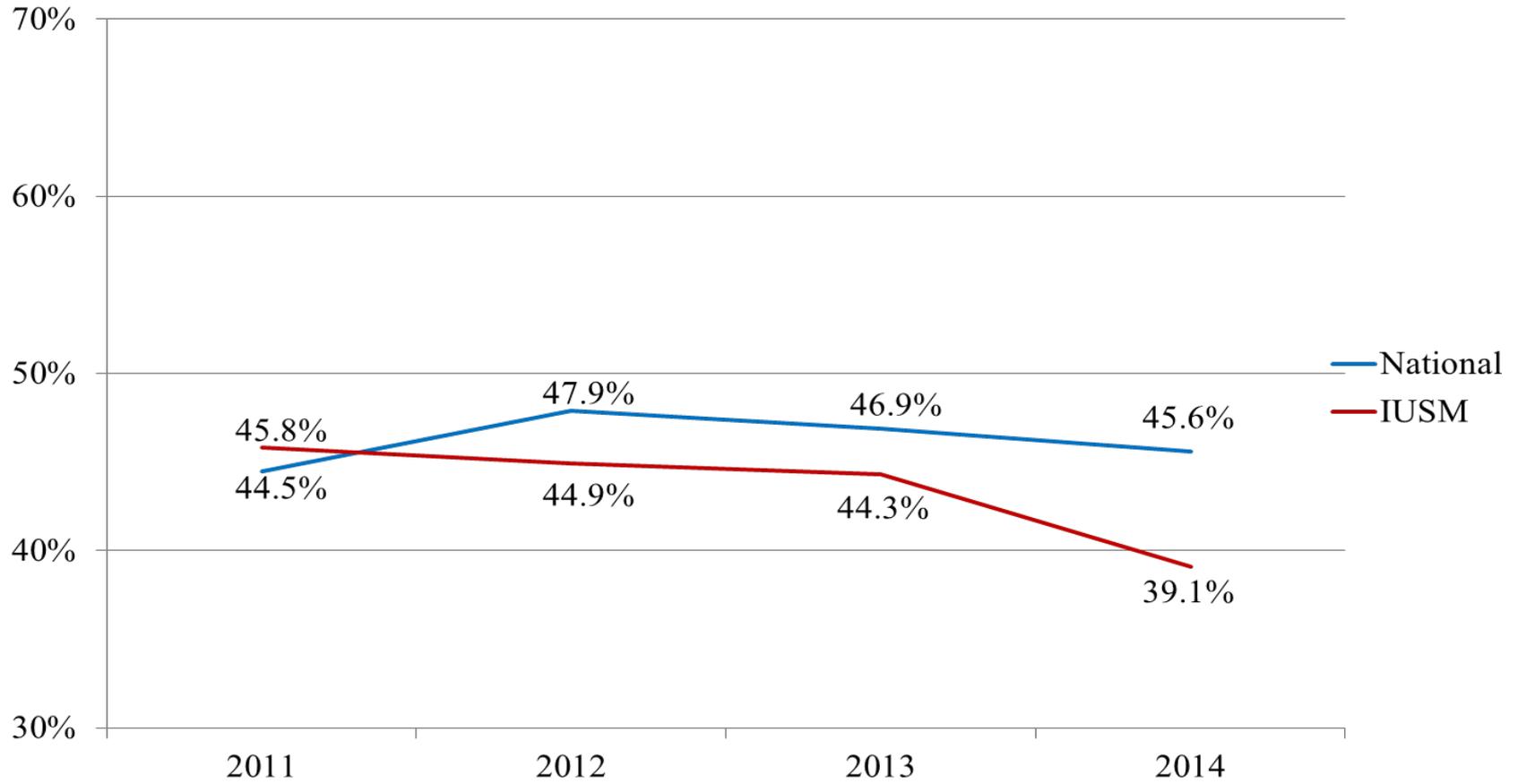


Values represent the percentage that indicated they participated in any required curricular activities where they “had the opportunity to learn with students from different health professions.”



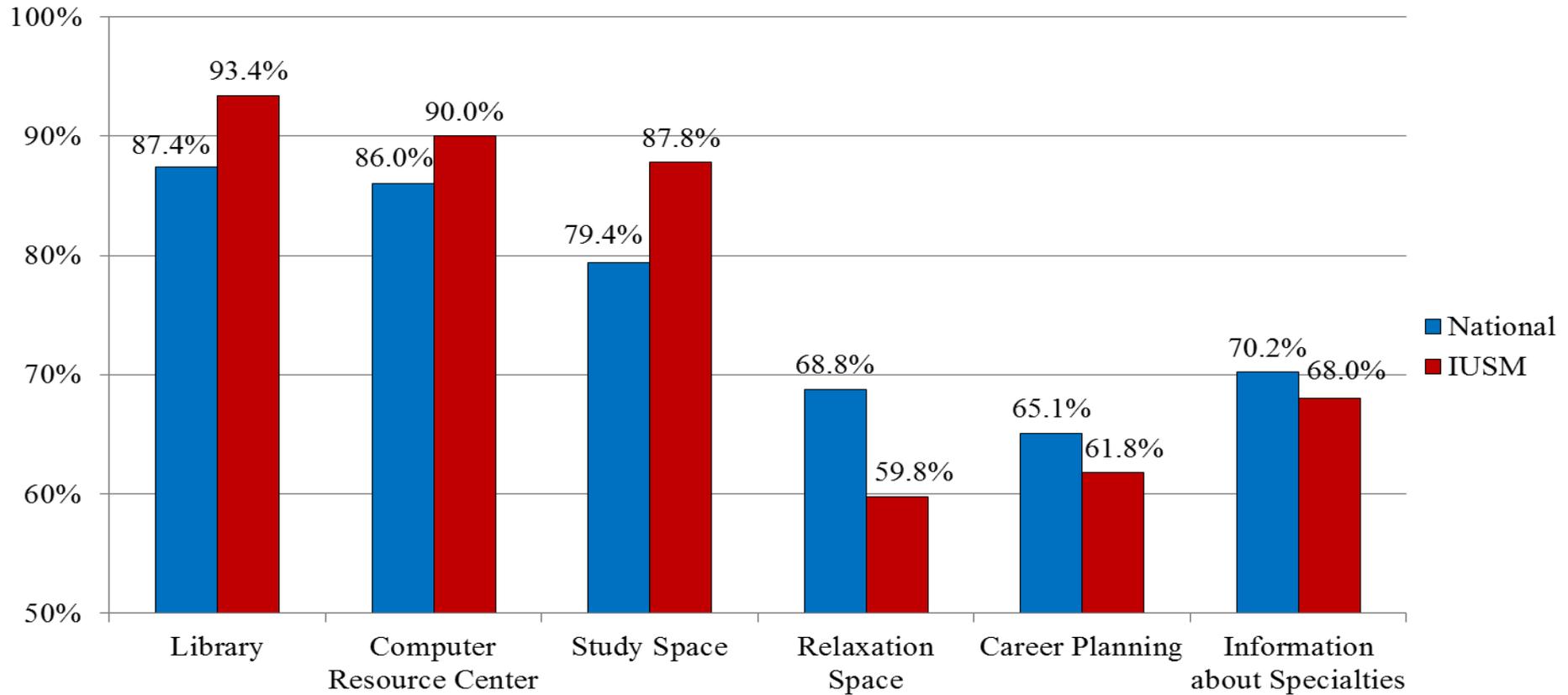


Values represent the percentage that indicated they participated in structured service-learning.



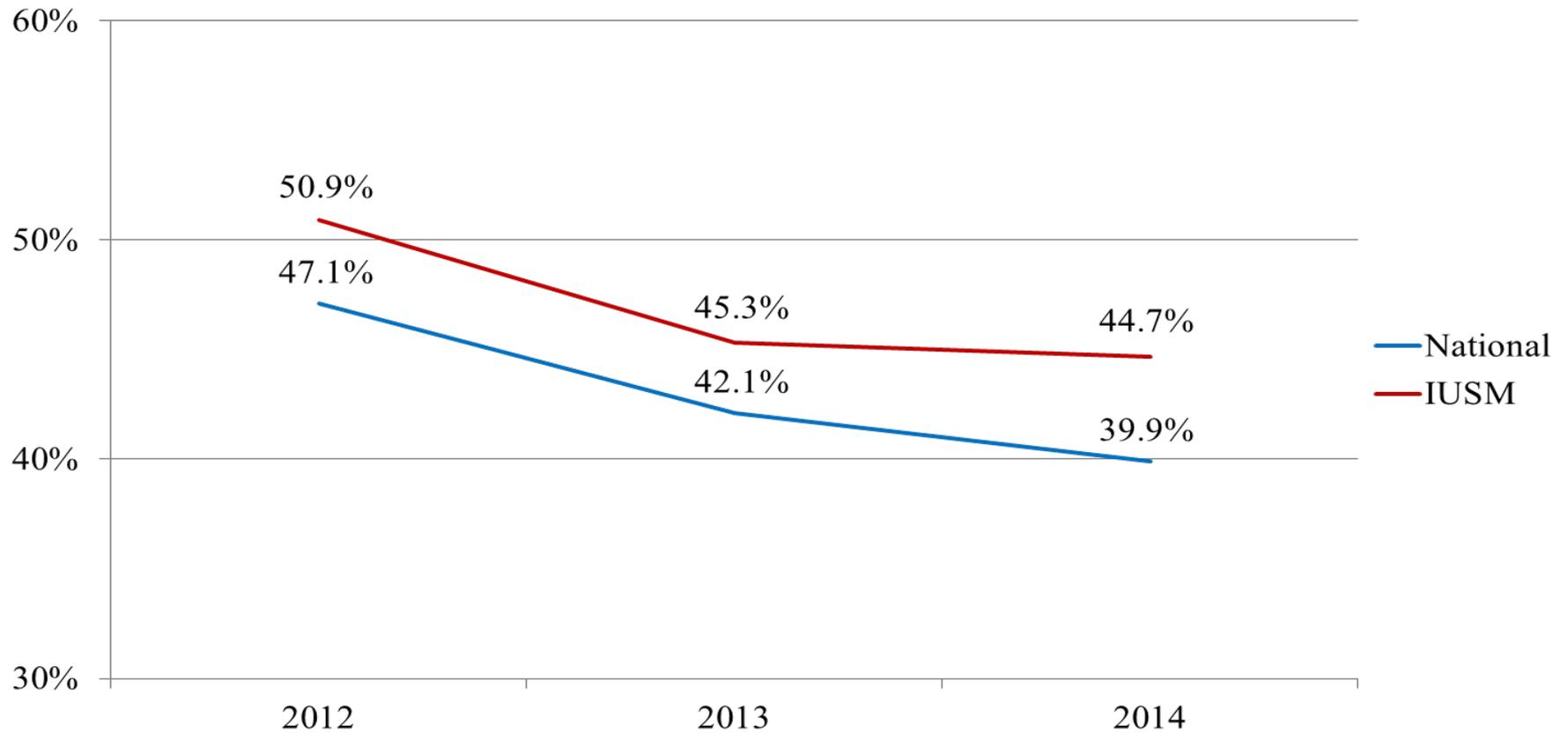


Respondents were asked to indicate their level of satisfaction with the specific areas. Values represent the percentage that indicated either satisfied or very satisfied on the 2014 AAMC GQ.





Values represent the percentage that indicated they personally experienced any of the listed mistreatment behaviors (excluding publicly embarrassed).



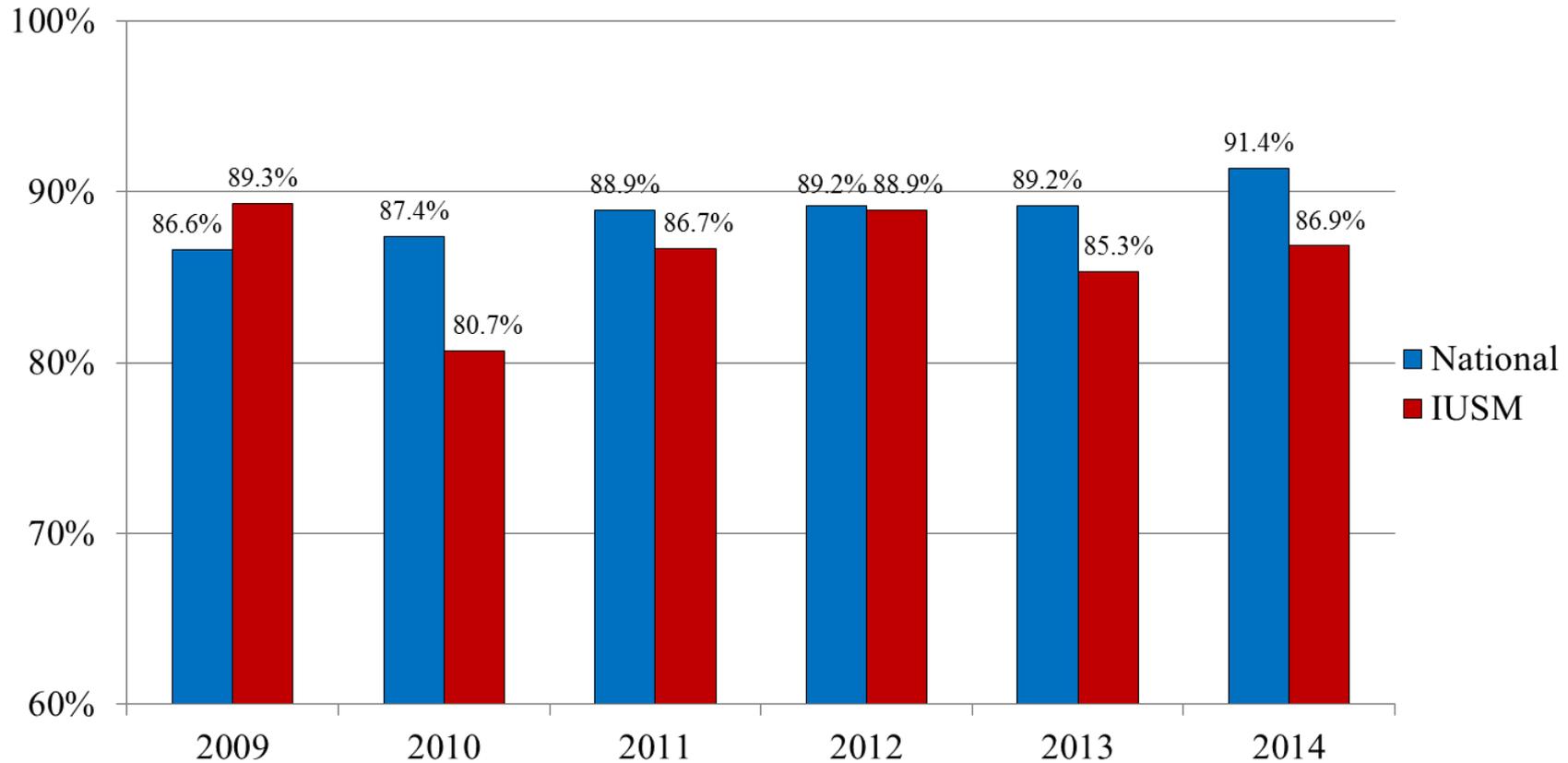


Students were asked to indicate the frequency they personally experienced mistreatment behaviors during medical school (response options: never, once, occasionally, frequently). Values represent the percentage that indicated they personally experienced the mistreatment behaviors once, occasionally, and frequently.

	IUSM %	National %
Publicly humiliated	24.4	22.7
Threatened w/ physical harm	1.8	1.7
Physically harmed	4.7	2.3
Required to perform personal services	9.4	8.1
Subjected to unwanted sexual advances	5.3	4.4
Asked to exchange sexual favors for grades or other rewards	1.2	0.2
Denied opportunities for training or rewards based on gender	6.5	5.5
Subjected to offensive, sexist remarks/names	12.9	13.2
Received lower evaluations/grades based on gender	9.5	6.1
Denied opportunities for training or rewards based on race or ethnicity	5.9	2.8
Subjected to racially or ethnically offensive remarks/names	6.5	6.7
Received lower evaluations or grades solely because of race or ethnicity rather than performance	3.6	2.5
Denied opportunities for training or rewards based on sexual orientation	3.0	0.6
Subjected to offensive remarks, names related to sexual orientation	2.4	1.9
Received lower evaluations or grades solely because of sexual orientation rather than performance	1.2	0.4

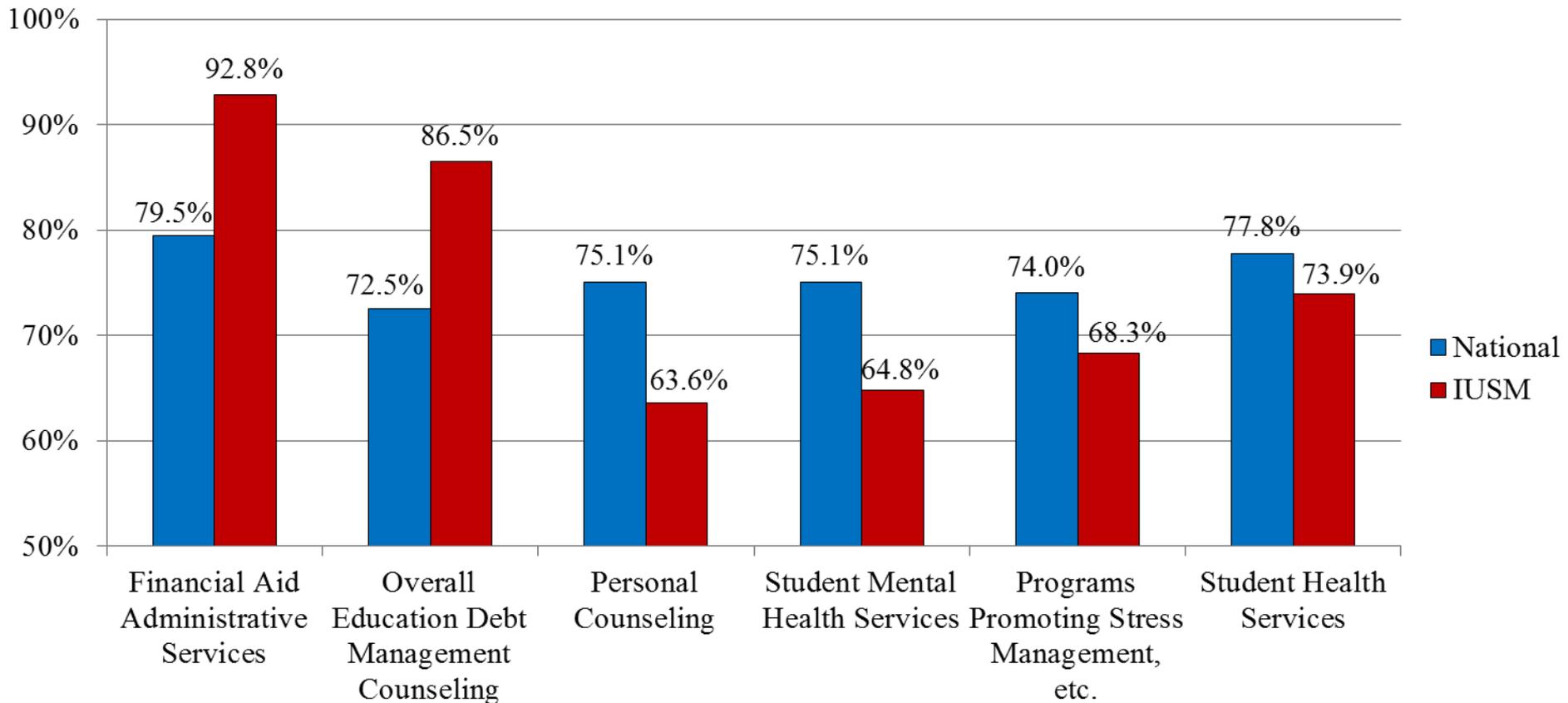


Respondents were asked to indicate whether they agree or disagree with the following statement: “Overall, I am satisfied with the quality of my medical education.” Values represent the percentage that indicated either agree or strongly agree.





Respondents were asked to indicate their level of satisfaction with the specific areas. Values represent the percentage that indicated either satisfied or very satisfied on the 2014 AAMC GQ.





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Office of the Dean

Indiana University School of Medicine Report Template Ad-Hoc Committees

Please submit this report by
Monday, April 1, 2014 to Melody Darnall at mldarnal@iupui.edu.

Committee Name: Student Research Committee

Committee Chair Name: Nadia Carlesso

Committee Chair Email: ncarless@iupui.edu

Meeting Frequency: Three times/year

What is the mission of your committee? (100 words)

In the past years the responsibilities of this committee have been focused on restructuring and implementing the IUSM Student Research Program in Academic Medicine (SPRAM) to provide: a) the best opportunities for medical students to experience biomedical research, and b) to shape a program competitive for federal funding. These responsibilities included program oversight, such as identifying optimal criteria for the selection of mentors and students, methods for mentor certification and tracking student outcomes. Other activities include defining the research areas and topics for the summer seminar series, organizing the Scholarship award competition, discussing how the program can be further integrated with the Medical School and how it can be a functional component of the “pipeline” of physician-scientists.

This year the concern has been shifting the efforts/thoughts in how we can better organize and coordinate different research opportunities for the medical students within the school and beyond the SRPAM.

What has your committee accomplished this year? (250 words)

- The Student Research Committee members have been present at the annual 2-day Medical Student Research Symposium (July 31 & August 1, 2014), where they evaluated the students' presentations and selected the Students for the six Scholarship Awards.

- A subcommittee of the Student Research Committee has participated in the oversight and evaluation of the Medical Student Poster Presentation at the Medical School Research Day, held on September 4, 2014.
- A subcommittee of the Student Research Committee participated in the medical student application selection for the SRPAM program, on February 24, 2015. Collectively, they reviewed and scored 80 applications from IUSM students for 30 funded internship positions.
- In addition to these activities, the committee has been discussing ways to implement the recruitment of clinical mentors to the Student Research Program and how to track and follow-up the students that participated in out-of-state research programs, such as some at Harvard, John Hopkins, UCSF, University of Chicago and Vanderbilt.

What goals does your committee have for the next academic year?

How can the Faculty Steering Committee help you to accomplish those goals? (150 words)

1. The SRPAM program is NIH and CTSI funded and represents a strong and successful effort to introduce, encourage and support medical students in conducting biomedical research activities and take the path of academic medicine. However, the program provides positions for up to 40 students (~15% of first year medical school) out of 90-100 students applying every year. This fraction is still low compared to other medical schools (>50% engaged in research activities). The program is successful and is growing but there is a need to develop an infrastructure in order to increase the funding and to manage a larger number of students and analyze measure of outcomes.
2. The Committee feels that this program is not yet integrated in the efforts ongoing into the medical reaccreditation process and curriculum reform.

The Steering Committee could help in generating awareness on this issues and facilitate this integration.

2015 Letter of Recommendation Process

- Letters are to be submitted through ERAS by letter writer
 - AAMC is not allowing MSA to handle or upload letters
 - Fellowship letters are already being handled this way
- Students will ask for the letter and present a form from ERAS with a unique code and instructions
 - If the students do not bring the form, remind them to enter information in ERAS to generate the form
- Faculty will use this code to upload the letter as a PDF
 - ERAS Letter of Recommendation Portal (LoRP)
 - Faculty will need to sign up for a free AAMC account
 - Directions, support and FAQ from AAMC:
https://www.aamc.org/services/eras/282520/lor_portal.html
- MSA is happy to provide support and guidance



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**FACULTY STEERING COMMITTEE
SIGN-IN SHEET
May 21, 2015**

Name	Role	Present
Randy Brutkiewicz, PhD	Graduate Studies	<input type="checkbox"/>
Douglas Carr, MD	Curriculum Council	<input checked="" type="checkbox"/> video
John Christenson, MD	Lecturer & Clinical Rank Faculty Promotions	<input checked="" type="checkbox"/>
Linda DiMeglio, MD	Biomedical Research	<input checked="" type="checkbox"/>
Richard Gunderman, MD	Community Relations	<input checked="" type="checkbox"/>
Jay Hess, MD, PhD	Dean	<input type="checkbox"/>
Mark Kaplan, PhD	IUSM Space Planning	<input type="checkbox"/>
Michael King, PhD	Regional Rep	<input type="checkbox"/>
Abigail Klemsz, MD, PhD	President	<input checked="" type="checkbox"/>
Paul Herring, PhD	Promotion & Tenure	<input checked="" type="checkbox"/>
Alan P Ladd, MD	President-Elect	<input checked="" type="checkbox"/>
Sarah Landsberger, PhD	Awards	<input type="checkbox"/>
Kenneth Lazarus, MD	Student Promotions	<input checked="" type="checkbox"/>
Michael McKenna, MD	Academic Standards	<input checked="" type="checkbox"/> phone
Tim Masterson, MD	IUHP Rep	<input checked="" type="checkbox"/>
Marc Mendonca, PhD	IUPUI Faculty Council	<input checked="" type="checkbox"/>
Dan Rusyniak, MD	Secretary-Elect	<input checked="" type="checkbox"/>
Jodi Smith, MD, PhD	Past President	<input checked="" type="checkbox"/>
Tim Taber, MD	IUHP Rep	<input type="checkbox"/>
Yuichiro Takagi, PhD	Admissions	<input type="checkbox"/>
Emily Walvoord, MD	Secretary	<input checked="" type="checkbox"/>
Gabi Waite, PhD	Regional Rep	<input checked="" type="checkbox"/> video
Ron Wek, PhD	Compensation Plan Implementation	<input checked="" type="checkbox"/>
Elizabeth Whipple, MLS, AHIP	IUPUI Faculty Council	<input checked="" type="checkbox"/>
Curtis Wright, MD	Faculty Development Coordinating Committee	<input checked="" type="checkbox"/>
Peter Nalin		