

**University of Florida College of Medicine
Program Evaluation Committee
Monday, December 11, 2023**

Attendees (via ZOOM)

Phuong Huynh (Co-Chair), Heather Harrell (Co-Chair), Ashleigh Wright, Chris Robinson, Colleen Kalynych, Elisa Sottile, Kathy Green, Maureen Novak, Melanie Hagen, Peter Sayeski, Shelley Collins; Guests: Megan Burin

Recorded by: Sandi Reveille

Dr. Huynh called the meeting to order at 12:02pm

1) Course Review – KUT

Reviewed by Dr. Wright, Dr. Ahn, Megan Burin (MS4)

- Dr. Ashleigh Wright presented the review of the Kidney and Urinary Tract course. Dr. Rachael Ahn and Megan Burin (MS4) provided the feedback as well. Overall the course is doing a good job meeting the goals defined in this review.

2) Exam blueprinting updates for Phase 1 courses – outstanding courses

- Dr. Huynh provided an update of which courses have not completed the exam blueprinting. In the future, will be known as assessment blueprinting.

3) ICM Assessments review by CPESA – (need formal recommendations)

- Dr. Huynh presented the review of the ICM (ICM1A/B; ICM2A/B) Assessments. Concerns were raised about the lack of standards in grading quizzes, which were supposed to be formative feedback but were counting towards a substantial part of the grade. Suggested a precedence set by the Course Directors committee that no more than 15 or 20% could be formative. Emphasized the feasibility of grading clinical skills practicals and suggested making them harder to maintain motivation. Agreed to relay these suggestions to ICM Course Director. Also discussed updates to the clerkship dashboard and the potential impact of items on learning objectives.

4) Upcoming reports to provide to clerkships

- Proposed the creation of a standardized clinical performance assessment form with the potential to provide faculty with feedback on their grading trends and averages. The feedback would help faculty understand their grading tendencies and potentially aid in targeted faculty development. It was suggested that this information could be useful for individual graders to better understand their own grading tendencies. Proposed the need for clarity in distinguishing between student evaluations and average grades, while emphasizing the importance of faculty development. Also, suggested providing faculty with information about their grading within a specific clerkship or across clerkships. The idea of creating a library of instructional videos for faculty development was also discussed.

Action Items: Continue to encourage courses directors to complete exam blueprinting; review the LO's for ICM 1B and assessment methods in the Spring; consider programmatic assessment across ICM; revisit the topic of implementing changes to reports after the debriefings.

Meeting ended at 1:01pm

Next Meeting: Monday, January 8, 2024 / 12pm – 1pm

Via ZOOM - <https://ufl.zoom.us/j/91781558034?pwd=TytHUEJYSIhqQUczQ0lEVDRhb2lJZz09>