



**Student Education Group**  
**11/7/2017**  
**Minutes**

**Members unable to attend:** Charlotte Hastings, Rachel Carlson, Chris Bernard, Dr. Jeffries, Alex Miller, Marc Vecchio

**Members in attendance:** Daniel De Los Santos, Chad Serels, Ethan Witt, Hanna Mathers, Brian Till, Liz Carson, Laura Director (Skype), Lawrence Leung

**SEG Candidates from Class of 2021:** Catherine Pratt, Meri Lackie, Mary Ann Kelly, Audrea Bose, Tyler Prince, Megan Garrido, Lexi Churchill, Sidney Hilker, Flora Liu

**Minutes by:** Daniel De Los Santos

**Chairperson:** None

**Guests:** Dr. Feldman

**Dr. Feldman – Director of the Learning Environment:**

- Dr. Feldman joined us to discuss her role as the new director of the learning environment. She described her role as a neutral, independent resource for students to discuss any issues/concerns that arise in the learning environment that they don't want to make public. Her role in evaluating and interviewing UVM students for residency purposes has ended.
- Dr. Feldman added that she plans on tracking every concern that comes to her, compiling it into deidentified data, and presenting it to the LEAP committee. She also suggested that faculty might feel threatened by this new system, in that they won't be able to respond to anonymous concerns in a timely fashion. Therefore, she is looking at different models that offer peer support for faculty.
- In response to Liz's question on how Dr. Feldman envisions this system being implemented at the branch campuses, Dr. Feldman suggested having a sub-LEAP committee at each of the satellite sites, who radio in to the LEAP committee here in order to understand the process and how things are managed. In addition, they are creating a curriculum around online training modules that discuss what constitutes mistreatment, and are sharing it with the satellite sites via faculty development-workshops.
- Brian encouraged Dr. Feldman to find ways to create an office with a similar sense of space and confidence that Sally Bliss had created in her past role as ombudsperson. Dr. Feldman agreed with Brian's statement and stated that her current office is in the hallway by the Dean's office. She described the space as tucked away and private, and is hoping it will give students the same sense of confidence as Sally's did.
- Dr. Feldman asked how she could help her visibility among the students. Chad and Brian suggested that she introduce herself to the 3<sup>rd</sup> year students during the next bridge week as well as to the 2<sup>nd</sup> year students during their clerkship orientation.
- Hanna asked Dr. Feldman if her role was solely for students with issues about professors/faculty or if peer-to-peer concerns were included. Dr. Feldman said her role included both.

- Brian suggested publishing all of the deidentified data at the end of the year. Furthermore, next to the course evaluation question that asks about respect, he suggested to put a reminder by the question in order for students to follow up with her about an issue, if they desire to do so.
- Dr. Feldman said that they are working on a website separate from COMET that would be a direct line to communicating with Dr. Feldman.

### **Close the Loop Project:**

- As part of the inclusive leadership pilot course, Liz stated that she is working on a project that is designed to be carried out through SEG and have it relate back to the intercultural development inventory. Her proposed project is to show the student body what actions have been taken by in response to student feedback given on course evaluations.
- Liz suggested starting the project with a spreadsheet where SEG members can revisit the past course reviews and record the recommendations that we've made based on student feedback. In addition, course directors and administrators will have the opportunity to outline the ways in which they've responded to this feedback.
- Liz requested help in designing the spreadsheet and for each SEG team to input the past data from their respective course reviews. She asked if it should include just the recommendations made on the course review or also the strengths and weaknesses of the course from the evaluations.
- Hanna suggested only inputting the strengths and weaknesses. Daniel suggested inputting both.
- Ethan added that it also allows the student body to give us feedback if we might have misinterpreted what they were saying or if they disagree with the course of actions we recommended.
- Liz suggested to have some part of this form done by the end of December. Liz requested advice on how it should be published; a report or just the spreadsheet was discussed. Liz thought that the Learning Environment Commons page would be a good location for this spreadsheet.
- Liz suggested rolling this out in a town hall format in January, where she plans to present what she publishes to the students and provide more opportunity for a Q&A session. Chad discussed the possibility of integrating Liz's information into the introduction of the course.
- Brian proposed that we continue to visit this topic during the December meeting.

### **Committee Updates:**

- **MCC:**
  - o Chad said they went through the Neural Science quality assurance report.
  - o They discussed the possibility of moving Neural Science to January because it is more similar to the layout of FoCS. Two concerns with this is burnout and difficulty coordinating lab sessions. They gave the go ahead to do a preliminary evaluation of what a proposed schedule would look like.
  - o They also discussed the evaluation of course lengths.

### **Course Updates (FoCS, CRR, & HDRH):**

- **FoCS:**
  - o A growing concern is that, after taking readiness quizzes, the first-year students don't know what questions they got wrong. Currently, they are trying to let students know what objective links with a question they got wrong.
  - o Course directors (Dr. Everse and Dr. Black) are performing the role of a course administrator, since the course doesn't currently have one.
- **CRR:**

- Second-year students enjoyed the class, including the PBL week.
- NBME Course Exam was well-received by the students.
- **HDRH:**
  - Dr. Reback gave Chad a list of what has changed from last year's class.

#### **NBME Course Exams:**

- Chad stated that Dr. Tracy was thinking about having a NBME exam at the conclusion of every course, minus FoCS. Acquiring access to the exam is expensive, but Dr. Jeffries said he is fine with it.
- Chad suggested that the major issue is having course directors and TA's going through all of the questions in the question bank and curate the exam.

#### **Exam Meta-Data:**

- Jill Jemison possesses data on how we take our exams, i.e. every time answers are switched, how long you take per questions, how many questions are flagged, etc.
- Chad stated that Jill Jemison would like SEG to come up with a couple of things that would be useful for students to know, then they can do something with the data.
- Liz suggested that we talk and work with a learning specialist who would be interested in this data.

#### **SEG Elections:**

- Email first years who have come to at least one meeting with a writing prompt.
- Catherine suggested that we reemphasize what SEG does in our email.
- Laura added that we should inform the students about what we are expecting from them and the time commitment a SEG position requires.

#### *Continuing Agenda:*

- **Close the Loop Project:** Liz would like to have the SEG portion of the spreadsheet filled out. Furthermore, at the next meeting, she plans on presenting the spreadsheet, receiving feedback, and then turning it around to the faculty to get their input. Also, she would like to revisit the topic of the town hall meeting.
- **LIC Update & Tablet Survey Presentation:** postponed current discussion. Set to revisit during December meeting.
- **Committee Updates:** Add Foundations and Clerkship committee members to the SEG Listserv; Send email inviting them to December SEG meeting
- **FoCS Course Updates:** Course support status for FoCS; Brainstorm how we can engage with the problem of Dr. Black and Dr. Everse tasked with putting links up; Discuss with Dr. Jeffries.
- **NBME Course Exams:** Reach out to Dr. Tracy and see if she would be interested in coming in February to discuss the NBME Course Exams.
- **Exam Meta-Data:** Discuss who could help us analyze Jill Jemison's data.