

Creighton University School of Medicine

Medical Education Program Policies

POLICY: Curriculum Evaluation Policy

GOVERNING BODY: Educational Program Committee

APPROVAL DATE: 7/23/2019

REVISED DATE: 11/26/2019

LCME ACCREDITATION STANDARD REFERENCE: Element 8.4 Program Evaluation

PURPOSE

Ongoing evaluation of all elements of the curriculum is essential to maintain continuous improvement of the curriculum. Evaluation of the curriculum is performed by students, faculty and staff.

POLICY

1. Course Evaluation

The Evaluation Committee, a sub-committee of the Educational Program Committee (EPC), is responsible for the evaluation of all required courses and a representative sample of elective courses on an annual basis. The committee determines what data are needed, including but not limited to:

- Course syllabus.
- Student evaluations of the course.
- Student evaluations of faculty associated with the course.
- Student assessment and grading methods.
- Student performance in the course.
- Annual course report (the course director must submit a response to a series of course assessment questions at the completion of the course).
- AAMC Graduate Questionnaire.
- USMLE Performance Data.

2. Horizontally-Integrated Discipline Evaluation

The Evaluation Committee, a sub-committee of the EPC, is responsible for reviewing the overall student performance on each horizontally-integrated discipline and performing more thorough review of a representative sample of horizontally-integrated disciplines on an annual basis.

3. Program Evaluation

Evaluation of the program learning outcomes is completed annually in compliance with the University Annual Assessment Process. The EPC is responsible for the identification of program assessment measures. The annual program evaluation report is reviewed and approved by the EPC.

PROCEDURE

1. Course Evaluation

Creighton University School of Medicine

Medical Education Program Policies

POLICY: Curriculum Evaluation Policy

GOVERNING BODY: Educational Program Committee

APPROVAL DATE: 7/23/2019

REVISED DATE: 11/26/2019

LCME ACCREDITATION STANDARD REFERENCE: Element 8.4 Program Evaluation

The Evaluation Committee recommendations are presented at an annual course evaluation meeting (including the course director, department chair of the course director, Component Director, the Assistant Dean for Medical Education, the Associate Dean for Medical Education, and the Director of Program Assessment) and utilized to generate action plans for improving the course. The culmination of these activities is presented in a final course review report that is presented to the EPC. The EPC reviews the findings and recommendations of the Evaluation Committee and may ask for a response from the course director. After resolution of all outstanding issues, the amended report is approved by the EPC and sent to the course director, Component Director, and department chair for implementation of the recommendations.

2. Horizontally-Integrated Discipline Evaluation

Findings from the horizontally-integrated discipline evaluation will be presented to the EPC. The EPC reviews the findings and may ask for a response from the horizontally-integrated discipline Steward. After resolution of all outstanding issues, the amended report is approved by the EPC and sent to the horizontally-integrated discipline steward and department chair. The horizontally-integrated discipline steward will be responsible for implementation of any recommendations.

3. Program Evaluation

The EPC monitors the curriculum by examining course and component evaluations (when requested) provided by the Evaluation Committee. The EPC performs program evaluation using data from the following sources:

- AAMC Year 2 Questionnaire.
- AAMC Graduation Questionnaire.
- Surveys of first year residency program directors.

Program evaluation is also aided by examination of USMLE Step 1 and 2 scores.

SCOPE

All courses and horizontally-integrated disciplines within the Medical Education Program.

ADMINISTRATION AND INTERPRETATION

The Evaluation Committee and the Educational Program Committee. Please forward questions to the Chair of the Evaluation Committee.

Creighton University School of Medicine Medical Education Program Policies

POLICY: Curriculum Evaluation Policy

GOVERNING BODY: Educational Program Committee

APPROVAL DATE: 7/23/2019

REVISED DATE: 11/26/2019

LCME ACCREDITATION STANDARD REFERENCE: Element 8.4 Program Evaluation

AMENDMENT

This policy may be amended by majority vote of the School of Medicine Education Program Educational Program Committee.