



OAED NEWS

Office of Assessment and Educational Development

In this issue:

- * Coaches Corner
- * eMedley Tip
- * Microsoft Teams
- * Quotes
- * Faculty Development
- * Accreditation Update
- * POPS
- * Resources

Boo!

October has really flown by and here we are at Halloween. Everyone is busy with preparing lectures, CQI reports, mentoring students, writing exam questions etc. Don't let all these tasks "scare" you. The OAED staff is here to assist you. Just let us know how we can help with whatever "monstrous" tasks you may be facing.



Coaches Corner

Thanks to everyone for completing your Year 2 Coaching meetings. It was sad to realize we may not have a conversation with them again until graduation day in 2023! If you have not yet done so, please enter your coaching feedback by Wednesday, November 11th.

The Year 1 end-of-semester meeting window is November 25th to December 12th. The students will have their reflections completed by November 23rd. Their schedule is full, so look for days with directed studies and try to schedule your meetings early. Please have your feedback entered by December 21st, so that you can enjoy your holiday break!

eMedley Tip: Medical Dictionary

The spellcheck in ExamN now includes a medical dictionary. After typing in your question or answer choice, click on the spellcheck button in the tool bar. This will underline any misspelled words. Click on the word that is underlined and you will see suggested spellings. You will need to do this for each answer choice as well. Keep in mind, as with any spellchecker, it may miss some words. Nothing replaces proofreading.

Exam Center Update

If faculty want to remove/delete folders from the Q-bank, please contact the Exam Center and they will delete those folders. Please do not attempt to delete these yourself.

Please remember to use examcenter@oste.wvsom.edu when contacting the Exam Center.

Microsoft Teams

Usage of Microsoft Teams is rising as the software is being used in more courses. The most used feature is the breakout rooms or channels. Faculty are using these for many small group activities and virtual TBL sessions. These will be discussed more by faculty at the November 10 faculty development session.

However, there are other ways that Teams can be used within or outside of course and educational activities. Here are a few examples:

- * Office hours—individual faculty can conduct virtual office hours via the course general channel
- * Exam or other types of reviews—multiple faculty can participate in a session where they can review items or allow students to ask questions
- * Student collaborative sessions outside of class—some students are making use of their group's channel to meet and study together, share ideas or prepare for their small group activity
- * Teams is also being used by the Exam Center to support students during their online exams.

If you would like more information about using Teams or would like a Team set up for your course, contact Bridget Moore (bmoore@oste.wvsom.edu).

Quotes:

Teaching without learning is just talking. Patricia Cross

Anyone who has never made a mistake has never tried anything new.
Albert Einstein



Upcoming Faculty Development Opportunities

Links to these virtual opportunities will be emailed prior to the date of each event. Lunch will be provided.

DATE CHANGE:

Conversations on Incorporating Small Group Activities in a Virtual Environment

November 10, 2020
12:00 to 12:50 pm

Fighting Fatigue and Burnout for Physicians

Statewide Campus Webinar
November 19, 2020
12:00 to 1:00 pm
Presenter: Paige Gutheil, D.O.

Patient-Oriented Problem-Solving (POPS) In-Service

December 18, 2020
12:00 to 4:30 pm

Accreditation Update

This month's newsletter continues the review of COCA's Standards, Elements, and Required Evidence.

Standard 1

Mission and Governance - A College of Osteopathic Medicine (COM) must have a written statement of mission and goals for the osteopathic medical education program, conduct ongoing planning and assessment, and have written bylaws that describe an effective organizational structure and governance processes. In the conduct of all internal and external activities, the COM must demonstrate integrity through its consistent and documented adherence to fair, impartial, and effective processes, policies, and practices.

Element 1.4

Governance and Program Policies (CORE) - A COM must have a governing body, or be part of a parent institution with a governing body, that defines the mission of the COM and/ or institution, approves the strategic plan, provides financial oversight, and approves requisite policies. The COM must publish and abide by policies regarding conflict of interest (for board members, employees, and institutionally employed faculty); due process for employees, students, and credentialed instructional staff; confidentiality of employee, student, and medical records; fiscal management; and ethics which must incorporate the American Osteopathic Association Code of Ethics.

Required Evidence:

1. Provide the bylaws of the governing body and a list of members of the body.
2. Provide a copy of policies for:
 - a. conflict of interest for board members, employees, and institutionally employed faculty;
 - b. due process for all employees, students, faculty, and credentialed instructional staff;
 - c. confidentiality of employment, students, and medical records;
 - d. fiscal management and accountability; and
 - e. ethics, incorporating the AOA code of ethics.

You can find the details on the COCA Standards on the WVSOM website at this link: <https://www.wvsom.edu/sites/default/files/u198/com-continuing-accreditation-standards.pdf>, and the COCA Standard Accreditation Tables at this link: <https://www.wvsom.edu/sites/default/files/u198/com-continuing-accreditation-tables.pdf>.

POPS

This year's In-Service is scheduled for December 18 from noon until 4:30. The topic will be Patient-Oriented Problem-Solving (POPS) as a model for small group learning in a virtual environment. The first hour will be a presentation including guidelines and suggestions for developing POPS activities. The second hour, faculty will be participating in a demonstration of a POPS session. The remainder of the session will be an opportunity for the faculty to bring in a case from their course to develop into a POPS activity with support from the Academic Development Committee and the Office of Assessment and Educational Development.

Links to Resources

- ◆ [Institutional Data Request Form](#)
- ◆ [Faculty Development Resources](#)
- ◆ [eMedley Resources](#)
- ◆ [Various Faculty Resources](#)