



OAED NEWS

Office of Assessment and Educational Development

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Hello

These are the times that try men's souls.
Thomas Paine could have been talking about 2020 rather than 1776. As we all deal with a daily new "normal", please remember you have assistance available to you from the OAED office. We may not be together on campus, but we are just a phone call or email away. Please let us know how we can help as you make adjustments to delivering lectures, dealing with students and working remotely. Stay safe and healthy!

E-Medley Tips: Posting Announcements and Documents

If you have not used the announcement or documents feature in e-medley, this may be a good time to use it to communicate with all your students about your lectures. Here's how:

1. Click the Applications icon on the left (three stacked blocks) and select educate
2. Click on Sections
3. Select the appropriate course from the list
4. Under Announcement where it says "What's New?", type "Session Documents". This is important because students search by the word "Documents" to get a list of all documents for the course/module.
5. Click the paper clip under the "What's New?" area, select My Computer. Browse to the file on your computer and insert.
6. Click the gear icon under the "What's New?" area, select the date to show the file.
7. Find the appropriate session by typing in a few words for it in the search bar under "Session:" or you can type in the Course Name or another keyword to find all Sessions for that course. Select the appropriate one.
8. Close the window by clicking the X in the upper right corner of the screen.
9. Then click Post in the announcement area.
10. You can test to make sure it posted correctly by clicking the link that will appear in the box of the item that you posted.

Remember you can find these instructions and more at https://www.wvsom.edu/Programs/OAED/academic_technology

Emailing the entire class

As a reminder if you need to email the entire class you will use your Outlook email. After you have opened your email account complete the following steps:

1. Click on new mail. This will open a blank email.
2. In the To: Click on Address Book. This will open the WVSOM address book.
3. In the search box type in Class. This will bring up a list of various Class years.
4. Scroll down and select the year that you want (i.e. Class of 2023; Class of 2024)
5. Once select click on the To: in the address book window.
6. Now click Ok. This will close the address book window and add the Class you selected into the To box of your email.
7. Continue writing your email as usual and click send. This will send your email to all students in that specific course.

You may want to use email instead of eMedley announcements for time sensitive information or briefer pieces of information you need to provide to the students.

Resources for Dealing with Today's Issues

We are being overwhelmed with information, statistics, offers of free resources, paid resources and lots of advice. OAED is trying to curate much of this information and pass along to you those items that we believe may provide the most assistance to meet the daily changing needs.

If you are looking for some resources or have questions about some of the "offers" you are receiving, we are happy to help by providing additional research and giving you suggestions based on our experiences with teaching and learning and teaching online.

While working remotely can make you feel alone, we are here to help. Let us know what we can do to make this transition easier for you.

Quote:

Choose to be optimistic. It feels better. Dalai Lama



Upcoming Faculty Development Opportunities

Faculty Development for April

We will be rescheduling the April 14th Faculty Development by the OPP Faculty to a later date. We will be offering a webinar on ????. On ????. See your email for more details.

IAMSE Spring 2020 Webcast Seminar Series

Evolution and evolution in Medical Education: Health Systems Science

Health Systems Science has evolved as the third pillar of medical education, integrated with the two historic pillars—basic and clinical sciences. To address this curricular innovation, the Spring 2020 series will explore the implementation of Health Systems Science (HSS) curricula in medical education. Experts and thought leaders will discuss curricular efforts to incorporate HSS in both the pre-clerkship and clerkship years as well as residency.

We will be providing links to the recordings for the final sessions of this series. You will be able to connect to these from any computer with internet access, however you will just be unable to ask questions.

Health System Science: The Clinical Years (and transition) in Medical School

Presenter: Maya Hammoud and Mamta Singh

Preparing Faculty to Teach HSS in the Clinical Learning Environment

Presenter: Luan Lawson and Kelly Caverzagie

The Broccoli of US Medical Education: Key Health Systems Science Challenges

Presenter: Jed Gonzalo and Stephanie Starr

Be Still!

Do you remember your parents telling you this, or maybe you have been saying it yourself if you are home with your kids. This is a physical stillness. But researchers say we can benefit from mental stillness. *“Recent research at the University of Virginia and at Harvard has found that most subjects in their research study would rather be doing something, even something that hurt themselves, rather than doing nothing, or simply sitting alone with their thoughts...”*

We have known for years that we sleep in 90 minute cycles but our brains also work in the same cycles during the day according to research. In his blog post Jim Bruce, retired CIO from MIT, recommends dividing our days into chunks with breaks in between. Give your brain some downtime. Bring back the concept of lunch that is not a working lunch. Maybe during our time of forced isolation, we can return to this healthier habit which has also been shown to not have a negative impact on productivity. For more information and a link to the research information check out <https://er.educause.edu/blogs/2018/5/be-still>

Accreditation Update

This month's new sletter continues the review of HLC's Criteria for Accreditation.

Criterion 3 – Teaching and Learning: Quality, Resources, and Support – The institution provides quality education, wherever and however its offerings are delivered.

Core Component 3A – The rigor of the institution's academic offerings is appropriate to higher education.

Core Component 3B – The institution offers programs that engage students in collecting, analyzing and communicating information; in mastering modes of intellectual inquiry or creative work; and in developing skills adaptable to changing environments.

Core Component 3C – The institution has the faculty and staff needed for effective, high-quality programs and student services.

Core Component 3D – The institution provides support for student learning and resources for effective teaching.

You can find the details of Criterion 3 on the WVSOM website at this link: https://www.wvsom.edu/sites/default/files/u198/HLCAdoptedCriteriaRevision_2019.pdf.

There is also a list of possible sources of evidence to include in an Assurance Argument. The list provides possible sources of evidence and should not be considered an exhaustive list or a checklist of evidence to consider, but rather items the institution could consider including. The list is at this link: https://www.wvsom.edu/sites/default/files/u198/HLCProvidingEvidence_2020.pdf.

Additionally, the HLC has recorded a presentation for Criterion 3 to discuss content, context, and intent and is available here: <https://www.youtube.com/watch?>

Links to Resources

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