



# OAED NEWS

## Office of Assessment and Educational Development

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Hello!  
 In this issue we share some information on multitasking as well as an update on the changes to Board Review Sessions. We also have our regular updates on upcoming Faculty Development, Accreditation, and Coaching.

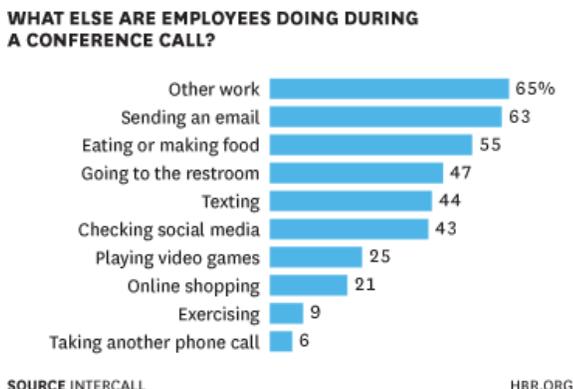
If you need assistance or would just like for us to listen to some ideas you have, please let us know.

Thanks!

### Multitasking

Multitasking is the norm. We only feel productive if we are doing multiple things at a time. How many times do we check our email or look at our phones while trying to do other tasks? The same is true for students. Virtual learning comes with its own set of distractions and multitasking temptations. Students may be distracted by family, pets, household tasks, meal prep or other technologies. This is not a new problem, but has perhaps been made more noticeable by more advanced technology use.

A 2014 study by Gavett looked at what people do while in a conference call, which today probably translates to a webinar or live virtual class. While this study was based on responses from employees, the same probably holds true for students. The study looked at what else people were doing during a work conference call.



Additionally, 27% reported falling asleep on at least one occasion. Many of these other activities may not be possible in a video virtual session, or at least more difficult to do.

You have probably heard about the many unfortunate accidents caught by webinars of people trying to meet and multitask. These have included participants taking showers, unmuted mics during outburst of inappropriate language, or conversations with non-participants. It might be a good plan to limit how much multitasking you do while in a virtual environment. For example, mute your phone, or even better turn it off. Try turning off your email notifications to avoid the temptation to check your email. Always assume your mic and camera are on, even if you think they are not. Try to find a quiet place to work.

For more information about this study go to <https://hbr.org/2014/08/what-people>

### Board Review Sessions

Starting this January, for the first time, we'll be offering a more structured Board Review Series coordinated by Dr. Aaron McGuffin. Over the past few years, we've seen a significant growth in both student and faculty board reviews, some coordinated by clubs and some not. Quite frankly, it's been a bit of a free-for-all! We are hoping to combine all these efforts into one, institution approved, review course that is streamlined and appropriate for all.

While the logistics are still in the works, any potential student driven reviews must be approved and vetted by Dr. McGuffin, Dr. Carrier or another appropriate faculty member/content expert) before presentation. Additionally, if the board review session is developed and presented by a club, it must be open to all of the student body (they cannot exclude anyone because they are not a member of the club). Of course, all faculty are encouraged to participate as their time and interests allow and we hope that you do!

The January start reminds students that the focus in the fall semester should be on curricular success as a method of board prep, which we have discussed since last fall with the students in the "Board Prep" sessions in most of the courses. It also provides students time to develop their resources, get feedback, and refine their presentations to most accurately depict appropriate board review.

Please contact Dr. McGuffin ([amcguffin@osteo.wvsom.edu](mailto:amcguffin@osteo.wvsom.edu)), if you, or your club, may be interested in participating.



## Upcoming Faculty Development Opportunities

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

### **Continued Conversations on Coaching: Professionalism**

September 8, 2020  
12:00 to 12:50 pm

### **Conquering Virtual Simulation: Diving into a virtual world**

October 13, 2020  
12:00 to 12:50 pm  
Presenters: Tina Wise, Angie Amick, Jenny Patton

### **Conversations on Incorporating Small Group Activities in a Virtual Environment**

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

### **Save the Date**

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 for each.

### **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 1.2

Strategic Plan - A COM must produce and publish a current strategic plan addressing all core aspects of the COM mission. Faculty and students must be included in the strategic plan development, review, and revision.

### Required Evidence:

1. Provide a copy of the COM strategic plan.
2. Provide a list of individuals who participated in the plan creation/revision.
3. Provide a link to where the documents are published.

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>.

## Coaches' Corner

The Year 1 students will be finishing the FOM course on Friday, September 4<sup>th</sup> and will submit their reflections in eMedley no later than September 8<sup>th</sup>. The coaching window will be open September 9<sup>th</sup> through the 23<sup>rd</sup>. Please complete your feedback in eMedley no later than September 30<sup>th</sup> for your students to receive full credit for the course requirements.

Their first reflection will also include the results of the Medical Specialty Preference Inventory in the AAMC Careers in Medicine platform. Please use this information to guide your discussion in setting goals for the first semester.

The September 9<sup>th</sup> faculty development session will be Continued Conversations on Coaching: Discussing Professionalism. The meeting with the Year 2 students will include a discussion on the importance of professional behavior in medicine. Please make plans to be a part of this important dialogue. If you have accepted the meeting invitation, lunch will be provided for you.

## Quotes

*Multitasking makes us demonstrably less efficient.* Daniel Levitin

*Multi-tasking is great in the kitchen when you are trying to time the chicken to be ready at the same time as the potatoes. But do not assume it is a great way to manage a workday.* Joanne Tombrakos

## Links to Resources

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