

The University of Arizona College of Medicine – Tucson Policies

Preclerkship Block Faculty Evaluation

Category:	Assessment and Evaluation	Policy Status:	Final
COM-T Phase:	Preclerkship	Effective Date:	8/19/2020
Responsible Unit:	Curricular Affairs	Revision Dates:	N/A
Relevant LCME Standard(s):	Not Applicable		

Purpose and Summary

All faculty who teach in a Preclerkship block will be evaluated by medical students.

Scope

This policy applies to faculty at the UACOM-T who teach in a Preclerkship block including the Pathways to Health and Medicine course embedded in the blocks. This does not include the longitudinal courses: Doctor and Patient/Societies and Clinical Reasoning Course (CRC), which have specific criteria for faculty evaluations, and students only evaluate their mentor (D&P) or facilitator (CRC).

Definitions

Preclerkship Blocks: Include Foundations; Musculoskeletal System; Nervous System; Cardiovascular, Pulmonary, Renal; Digestion, Metabolism, and Hormones; Life Cycle; Immunity and Infection; and Pathways in Health and Medicine program.

Preclerkship Longitudinal Courses: Doctor and Patient/Societies and Clinical Reasoning.

Policy

All faculty who teach in a Preclerkship block will be evaluated on their teaching performance by medical students. This includes the faculty who teach in the Pathways in Health and Medicine (PHM) program. Evaluations will be conducted at two points during each block: mid-block and end-of-block.

Students in each House group (Catalina, Rincon, Santa Rita, and Tortolita) will evaluate a randomly selected set of faculty members for each Preclerkship block. Students will not be evaluating every single faculty member in each Preclerkship block as the volume of faculty who teach in a particular block can be up to 40 faculty. Therefore, medical students will only review a small subset of faculty per block. The process to match House groups and faculty will be randomized; however, conflicts of interests may occur, which include the following:

- No students will evaluate their own House Dean who taught in the block.

The University of Arizona College of Medicine – Tucson Policies

- No students will evaluate their own Societies Mentor who taught in the block.

In the Doctor and Patient/Societies course, students will evaluate their specific Societies Mentor on Instruction. In the Clinical Reasoning course, students will evaluate their CRC facilitator only.

Block directors will be sent a list of faculty members to be evaluated, which Houses will evaluate which faculty member, time period faculty member will be evaluated (mid-block or end of block), and take into consideration not to assign students where any conflicts of interests that may exist.

Faculty evaluations will be released within 4 weeks of a Preclerkship block ending. The faculty evaluations will be sent to the block directors.

Block directors are expected to:

- Review each faculty member's evaluation individually within 2 weeks of receipt.
- Address any faculty member evaluations that need further review or discussion with the individual faculty member within 4 weeks of receipt.
- Suggest faculty development topics to Curricular Affairs as needed.

Procedures

- The Director of Program Evaluation and Student Assessment will pull the specific block faculty data from: MedReports Course Faculty Email.
- The list of PHM faculty in that specific block can be obtained from the Block Calendar, PHM Director and/or the PHM Coordinator.
- The weeks that each faculty member is teaching in the block will be noted by the Director using the Block Calendar and the MedLearn calendar.
- Faculty will be split up by time period to be evaluated.
 - If faculty teach from the beginning to the mid-point/halfway of the block, they will be evaluated in the "Mid-Block Faculty Evaluation" period.
 - If faculty teach throughout the entirety of the block or at the second half of the block, they will be evaluated in the "End of Block Faculty Evaluation" period.
- The list of faculty MUST be reviewed to note if any are House Deans or Societies Mentors, as no students should be evaluating their House Deans and/or Societies Mentors.
- The list of faculty will be split up by House Groups (Catalina, Rincon, Santa Rita, and Tortolita), and there will be no assigning faculty to House groups which there is a conflict of interest.
- There will be an approximately equal number of faculty each House Group will be evaluating during each Mid-Block and End of Block faculty evaluation period.
- An email should be sent to the Block Director and Block Coordinator to verify the list of faculty involved in the block. This includes Pathways in Health and Medicine faculty in the block. If there are changes to be made, it will be noted and revised to add/edit/remove faculty members.
- The faculty lists will be set up in the MedLearn Assessment and Evaluation portal and faculty evaluations set up to be distributed at the Mid-Block and End of Block periods.

The University of Arizona College of Medicine – Tucson Policies

- Students will have 1 week at the conclusion of the block to complete the faculty evaluations.
- The Director of Program Evaluation and Student Assessment will provide all the faculty reports at the same time the course reports are released, within 1 month of the block concluding.
- Block Directors are expected to release the individual faculty evaluation to each of their faculty within 2 weeks of receipt.
- At the end of each semester, MedLearn batch uploads the faculty evaluations to UAVitae, the University of Arizona online faculty system.