



ASSOCIATION OF
AMERICAN
MEDICAL COLLEGES

**AGENDA
FOR
ORGANIZATION OF
STUDENT REPRESENTATIVES**

ADMINISTRATIVE BOARD MEETING
September 27, 1989

1776 Massachusetts Avenue
2nd floor conference room

Organization of Student Representatives
Administrative Board

September 27, 1989
9:00 a.m. - 12:00 p.m.; 6:00 p.m. - 9:00 p.m.
1776 Massachusetts Avenue, NW

AGENDA

- I. Call to Order
- II. Action Items
 - A. Consideration of minutes of June 14 Administrative Board Meeting 1
 - B. Executive Council Items Executive Council Agenda
 - 1. A Single Examination for Medical Licensure 24
 - 2. AAU Draft Report on Indirect Costs 65
 - 3. NIH Research Facilities Construction Authorization 72
 - 4. Waxman Amendment on Medicare Payments for GME 76
 - 5. Report of the Task Force on Physician Supply 104
- III. Discussion Items
 - A. LCME Site Visit Orientation- materials, structure of session
 - B. December OSR Administrative Board Retreat- suggestions for orientation
 - C. 1989 Annual Meeting Session Status
 - D. Progress Notes- structure, format, frequency of distribution
 - E. Agenda for GME/OSR Breakfast
 - F. Feedback on Usefulness of Medical School Admission Requirements book
 - G. Resource Manual Progress Report
- IV. Information Items
 - A. Results of GQ question 48b analysis by specialty
 - B. Airline Discounts for Residency Interview Trips
 - C. Letter to OSR representatives re: GQ response rates
- V. Old Business

VI. New Business

A. Summary of meeting

VII. Adjournment

Organization of Student Representatives
Administrative Board Meeting

Schedule

Wednesday, September 27

9:00 a.m. - 12:00 p.m.	OSR Administrative Board	2nd Floor 1776 Mass. Ave.
*1:00 p.m. - 2:00 p.m.	Structure & Governance (Clay and Caroline)	Monroe West
*2:00 p.m. - 5:00 p.m.	Meeting with COD Ad Board	Monroe East
6:00 p.m. - 9:00 p.m.	OSR Administrative Board Dinner and Meeting	2nd Floor 1776 Mass. Ave.

Thursday, September 28

*8:30 a.m. - 12:30 a.m.	Individual Board Meetings	
	-Council of Deans (Clay and Caroline)	Conservatory
*12:30 p.m. - 1:30 p.m.	Joint Boards Lunch	Thoroughbred
*1:30 p.m. - 3:30 p.m.	Executive Council Business Meeting	Military

* = Washington Hilton

ASSOCIATION OF AMERICAN MEDICAL COLLEGES
Organization of Student Representatives
Administrative Board Meeting Minutes

June 14, 1989
1776 Massachusetts Avenue, N.W.
Washington, D.C.

Clayton Ballantine, Chair
Caroline Reich, Chair-Elect
Kimberly Dunn, Immediate Past-Chair

AAMC Staff
Sarah Carr
Donald G. Kassebaum, M.D.
Randy Park, Ph.D.
Wendy H. Pechacek

Regional Chairs

Joan Lingen, M.D. - Central
Elizabeth Malko, M.D. - Northeast
Sheila Rege, M.D. - Western

Representatives-at-Large

Anita Jackson
Lee Rosen

I. Call to Order

Clayton Ballantine called the meeting to order at 8:45 a.m.

II. Action Items

A. Consideration of minutes of February 14, 1989, Administrative Board meeting

The minutes were approved without change.

III. Discussion Items

A. Fall 1989 Progress Notes

The following articles will be included in the fall issue:

Perspective from the Chair - Clay Ballantine

Books, review of On Becoming a Doctor - Caroline Reich

Perspectives on Evaluation:

Follow-up to spring article - Robin Powell/Clay Ballantine

Standardized Patients - Howard Barrows/Clay Ballantine

AAMC Focus, ACME Project - Lou Kettel/Wendy Pechacek

Letter to the Editor, Power is in the People - Henry Seidel/Wendy Pechacek

Project Forum, Soviet Sister Program - Sheila Rege/Elaine Pico

Federal Update - Sarah Carr/Wendy Pechacek

Report on GQ #48B - Randy Park/Wendy Pechacek

Improving the Match Interview Process - Lee Rosen

Financial Aid Alternatives - Anita Jackson

Information Items:

Listing of Loan Repayment Programs - Jim Posever/Clay Ballantine

Note re: OSR Resource Manual - Farion Williams/Caroline Reich

Annual Meeting Topics Listing - Wendy Pechacek

Calendar of Events - Clay Ballantine

WLO/GME/GSA/OSR Job Descriptions - Wendy Pechacek

Housing Network - Wendy Pechacek

Airline Discounts - Gretchen Chumley/Wendy Pechacek

The deadline for articles is August 15, 1989.

B. 1989 Annual Meeting Session Status

The Board reviewed the status of planning for the 1989 annual meeting program. Clay Ballantine is working on finding a speaker for the opening session on Friday evening. Following that session, the Indian Health Service will help fund a reception for the OSR at the Hilton.

The Saturday morning plenary, "Forces Shaping the Future of Medical Education," will feature Marcia Angell, M.D., Peter Bouxsein, J.D., and Robert Volle, Ph.D.. Afternoon discussion groups will address the following topics:

The Physician's Role as an Educator
Alternative Uses of the M.D.
Career Development in Academic Medicine
Learning Styles
History of Medicine
Teaching Residents to Teach
How to Lobby
International Medical Education

Melvin Konner, Ph.D., M.D., author of On Becoming a Doctor, will join the OSR for the Saturday evening program.

Sunday morning workshops will focus on:

Coping in Medical School
Medicine and the Media
Indigent Care
Clinical Competence

In addition to the topical sessions, there will be the usual Friday evening and Sunday morning regional meetings and the annual business meeting on Sunday afternoon.

C. The Role of the Student in the Accreditation of U.S. Medical Education Programs

Donald G. Kassebaum, M.D., Director, Section for Accreditation, and LCME Secretary

1988- 89 and 1990-91, joined the Administrative Board for a discussion of ways to improve student input into the LCME Accreditation process. Dr. Kassebaum reminded the Chair and Chair-elect that it is important for them to send comment letters on the survey reports they receive for review. He suggested that they at least critique the students' role. These comment letters are included in a notebook with the survey and site team report and read by those who vote.

Dr. Kassebaum also noted that the survey team spends more time with students as a group than any other group when they visit the campus. MS I and II students meet with them over lunch one day and serve as guides for classrooms and laboratories. MS III and IV students have lunch with them a second day and guide them through the clinical facilities. He feels that students have always been forthcoming on site visits and that student input influences the survey team enormously. Ad Board members expressed concern that some students are chosen because they will not be assertive in discussing any problems they see at their institution. They asked that deans be required to include a paragraph in the survey which describes how the students were selected to be involved in the visit.

Clay Ballantine noted the fact that the survey report lists a series of "musts" and "shoulds" for the school to undertake as follow up to the visit. Since only the musts need to be addressed in follow up reports, schools often attack those areas directly, and the shoulds are not ever dealt with. Dr. Kassebaum discussed the need of the institution to focus on some achievable goals to which they can channel their resources. With resources being so limited at most institutions, they are not always able to address every issue that arises in the survey report.

Mr. Ballantine raised the need for students to be informed very early on about upcoming site visits so that they could organize their efforts and put together a valuable student report. He called for a requirement that deans formally notify all students of an upcoming visit at least 18 months in advance. This notification should include a list of those students who will be involved in the visit so that other students can provide input to them. He also suggested that Appendix III of the Medical Student Section be made more explicit. This is the appendix that deals with how deans get students involved. Board members agreed, but also felt that the OSR could play a leadership role in informing and educating students about the potential for their involvement in the process as well.

The Administrative Board and Dr. Kassebaum agreed that development of a student handbook to accompany the official "Role of the Student" booklet would be very helpful. This handbook should include copies of student reports put together at visits to the University of Wisconsin-Madison and Duke. Dr. Kassebaum noted that the survey instruments and summary information in the University of Wisconsin report were extremely helpful to the survey team. The handbook should also ask students to push for an increased response rate on the AAMC's Graduation Questionnaire (GQ), and to ask their deans for copies of the school's individual GQ report since the last site visit so that students can review it for positive or negative changes. It was also felt that the dean should provide the site visit team with past GQ results. In the handbook, students should also be encouraged to review the list of musts and shoulds from the school's last LCME report to see how these areas have changed/not changed.

Board members felt it essential to continue to have workshops at the annual meeting for students who represent schools with upcoming site visits. This year that workshop will be on

Saturday, October 27, from 11:30 a.m. - 1:30 p.m. Dr. Kassebaum will join Ad Board members in conducting the workshop. Following the workshop, a letter will be sent to the dean of the school with the name of the student who attended. The letter will ask for feedback on how whether the training was effective. The self-study is organized at least one year before the visit, so it is important to get to students early.

Ad Board members asked to receive copies of the Data Base Questions completed by the schools. They also requested that an Ad Board member other than the Chair and Chair-elect review the survey reports, as they would have more time to put into a careful comment letter.

Note: At the February Administrative Board meeting, August G. Swanson, M.D., Vice President, Division of Academic Affairs, discussed with the Board a proposal that the GQ results be used more directly in the LCME accreditation process. He suggested that schools should review GQ results over the past 7 years to note any areas where there have been significant changes -- or no changes at all -- in the perceived adequacy of instruction. This could indicate to the LCME Secretary areas where students are unhappy with their curriculum.

The Board members felt it important to be sure the OSR representative is part of the visit. A suggestion for addressing the problem of selection of objective students was to provide each school with a randomly selected list of 25-30 students, equally distributed across classes, etc., and ask the school to arrange for the site visit team to meet with 8 of them.

D. Results of Q48 of the 1988 Graduation Questionnaire

Randy Park, Ph.D., Senior Research Associate, Section for Student and Educational Programs, reviewed results of Q48 which requests information on the types of questions students were asked during residency interviews. The request to add this question to the GQ came from the Consortium of Medical Student Organizations. Results showed that significantly more women than men were asked questions regarding interpersonal relations and intention to have children. Additionally, five times as many female interviewees as male interviewees were asked about their commitment to medicine, and seven times as many females were asked questions that they perceived to be threatening. Dr. Park went on to share some anecdotal responses illustrating the wide range of questions students are asked.

The question was rerun in the same format in the 1989 administration of the GQ for purposes of cross verification. It may be run again in 1990 in a revised format. Articles in Academic Medicine and Progress Notes will report on the results. Board members asked that Dr. Park look at responses by specialty area to see if certain specialties are particularly abusive. They asked that a question about the fact that programs ask students to send letters saying they will be ranked #1 in the NRMP be added to the GQ.

Finally, they thanked Dr. Park for the Stat pieces he provided for the spring 1989 issue of Progress Notes and asked that he develop one based on money spent interviewing by specialty area for the fall issue.

E. OSR Resource Manual

Caroline Reich presented a plan to develop a resource manual for OSR representatives that could be passed on when a new representative is appointed. The manual would include reference information, such as the OSR Orientation Handbook, the AAMC Publications Catalog, the AAMC Annual Report, information on the MEDLOANS program, the latest Housing Exchange Network, and the latest Legislative and Regulatory Update. It would also include policy statements and task forces reports distributed by the AAMC. Finally, it would include sections similar to those in the Resource Manual distributed at the 1988 annual meeting addressing such topics as women in medicine projects, career counseling tools, how to start an indigent care clinic, the compendium of excellence in teaching preventive medicine, etc. This third section would be developed by OSR members who are interested in becoming more involved in the organization and have special interests in particular areas. Sections will be added each year.

Ms. Reich proposed that she and Farion Williams work on developing this manual. They suggested a three ring binder that would be kept in the student affairs office to ensure continuity. Board members felt that, in some schools, the library or another location would be more appropriate. Finally, she asked that Ad Board members forward suggestions for entries or names of students who would be interested in contributing to the manual to her.

Anita Jackson offered to develop a section on ways to finance one's medical education and Lee Rosen and Kim Dunn will include the results of their survey on student run clinics.

F. GME/OSR Interaction

Lee Rosen explained that he had met with the GME Steering Committee and they are interested in working more closely with the OSR. He identified several issues, including the valuing of faculty teaching ability, single pathway to licensure, NBME Pass/Fail score reporting, and the effect of the Boards on the curriculum, as common issues that both groups are interested in and might like to discuss at the annual meeting joint breakfast. On the issue of rewarding faculty teaching, some Board members explained that they publicize nominees for their teaching awards in addition to winners to be sure they get well-deserved recognition for their efforts. One outcome of the annual meeting discussion will be a joint letter to both groups providing suggestions on how they might work together on their own individual campuses. Brownie Anderson, Executive Secretary of the GME, will join the OSR at their September meeting to finalize the agenda for that discussion.

G. "An Exercise in Community-Oriented Primary Care"

Kim Dunn and Lee Rosen discussed the latest version of their proposal. Currently, a conference is planned for next Spring. They asked that they be supported in an effort to put a booklet together describing currently operational student run clinics and how to mobilize students, faculty, and administrators to discuss the issues. They will develop a letter to be sent to the OSR encouraging them to talk about the issues on their own campus. This will be sent to Board members for review prior to distribution.

H. Assessing Change in Medical Education (ACME) Project

Caroline Reich described the first meeting of ACME as an organizational one where members reviewed all past recommendations for change in medical education. At the second meeting plans are to prioritize these recommendations and then research attempts to address the problems for successful models.

Ms. Reich feels it is important that it be determined, from a student perspective, what changes have been effective. She also asked the Board to review the list of recommendations and share their thoughts on which are priorities from their point of view.

I. OSR Survey

Clay Ballantine explained that he had lost the results of the OSR Survey conducted last year. Board members expressed concern about the number of surveys students bring with them for distribution at each annual meeting. They asked that a master survey be developed for each annual meeting. Wendy Pechacek agreed to ask OSR representatives to send her any questions/surveys they wanted distributed prior to the annual meeting. If the data is already available, she will provide it to them. If it is not, she will compile the questions and include them in OSR meeting materials. Responses will be collected, compiled, and distributed by AAMC staff.

J. Federal Update

the Sarah Carr, Legislative Analyst, Office of Governmental Relations, reviewed the status of following issues:

She feels the National Service legislation is basically a dead issue. She explained the AAMC's response to the National Health Service Corps (NHSC) Interim Final Rule. A copy of this letter will be sent to Board members for their information.

The regulations for the Stafford Loan Default bill were announced by the Department of Education last month. The only stipulation that will affect our schools involves requiring entrance interviews. The majority of provisions apply only to schools with default rates of 20% or more.

Ms. Carr and Lawrence Tsen are planning a briefing session and trip to the Hill for interested OSR representatives on Friday morning prior to the annual meeting. A letter will be sent to the OSR the first week of July describing this opportunity.

IV. Old Business

Sheila Rege, M.D., reported on a discussion with the Group on Student Affairs Committee on Student Affairs regarding career counseling programs. The Committee recommended that several "model" programs be collected and compiled by AAMC staff for distribution to students and student affairs officers who requested assistance in improving the current programs at their institutions. Wendy Pechacek distributed a draft compilation of those programs she had collected, as well as entries from past OSR Networks. This piece includes offerings available in each of the four years, as well as those that are made available to all medical students. Dr. Rege asked that this draft be developed further and presented to the Committee for further discussion at their next meeting which is scheduled to be held at the annual meeting.

V. New Business

The OSR Administrative Board received, with regret, the resignation of Southern Region Chair, Kathleen Huff. Philip Noel, Southern Region Chair-elect, will be asked to attend the September 27 Administrative Board meeting.

VI. Adjournment

The meeting was adjourned at 4:00 p.m.

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September 27, 1989
1776 Massachusetts Avenue, N.W.
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AAMC Staff
M. Brownell Anderson
Sarah B. Carr
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Regional Chairs

Amy Davis - Central
Elizabeth Malko, M.D. - Northeast
Phillip Noel - Southern

Representatives-at-Large

Anita Jackson
Cynthia Knudsen
David Kostick, M.D.
Lee Rosen
Lawrence Tsen

I. Call to Order

Clayton Ballantine called the meeting to order at 9:00 a.m.

II. Action Items

A. Consideration of minutes of June 14, 1989, Administrative Board Meeting

The minutes were approved without change.

III. Executive Council Items

A. A Single Examination for Medical Licensure

Kim Dunn and Lee Rosen reported that many Texans are unhappy with this development because they require FLEX, and feel the single pathway is really just the NBME.

The Board agreed that the students' main concerns are a) an even greater propensity toward the NBME exams leading the curriculum, and b) the need for the exam to be pass/fail.

B. Waxman Amendment on Medicare Payments for GME

Board members felt that this appears to be simply an accounting issue that will not affect the number of students choosing primary care as a career. Clayton Ballantine compared the effort to building a four lane highway to replace a road with no traffic. Members felt that any initiatives should target individuals making decisions versus institutions.

C. Overview of Upcoming Governance and Structure Meeting

Mr. Ballantine gave an overview of the committee's work to this point and what should be expected at the afternoon meeting. Caroline Reich explained that a major problem in organizing an ORR has been working out the logistics such as who will appoint representatives, how will they be selected, and who will fund them.

IV. Discussion Items

A. GME Steering Committee/OSR Administrative Board Breakfast Agenda

Administrative Board members discussed several areas of common interest and developed the following draft agenda for their October 29 breakfast meeting:

"GME and OSR: Working Together on the Local Level"

A. Mechanics

1. Joint Regional Meetings
2. Joint Local Meetings/Brown Bags
3. National Communication

B. Issues

1. NBME/Curriculum
2. Supporting Teaching Faculty
3. CONFER
4. OSR Resource Manual

B. LCME Site Visit Orientation Luncheon

Mr. Ballantine explained that students whose schools have LCME site visits coming up were all invited to an orientation luncheon on October 27. Drs. Kassebaum and Jonas, LCME co-secretaries, will provide an overview of the process and where students can most effectively contribute.

Mr. Ballantine will then review the supplements to the "Role of the Student" handbook, including well-organized reports students developed for recent surveys. A timeline for activities will be defined. Finally, students from school who have recently been through a visit will be in attendance to review their experiences and provide suggestions.

C. OSR Annual Meeting Session Status

Board members reviewed the program. The final version will be mailed to the OSR prior to the meeting.

D. OSR Administrative Board Orientation Retreat

Caroline Reich requested assistance in planning the December retreat. Members suggested the focus be on how to mobilize the students at their home institutions on a few issues the Board selects as their priorities. Potential issues will be solicited at the Annual Meeting.

The Board felt new Ad Board members should meet with Bob Beran about the GSA, Brownie Anderson about the GME, Randy Park about the AAMC Student Questionnaires, Don Kassebaum about the LCME, and Sarah Carr about the Legislative Issues. They felt it best to meet the executive staff over an informal lunch rather than in a structured way.

E. Resource Manual Progress Report

Ms. Reich explained that Farion Williams had difficulty getting OSR members to agree to work on chapters for the manual. Board members plan to solicit assistance at the Annual Meeting and do a heavy duty follow-up afterwards.

F. Progress Notes

Mr. Ballantine led a discussion of the current newsletter and what changes the Board would like to see implemented. The Board believes the goals of the publication are 1) to communicate about the AAMC to all medical students, and 2) to motivate students to action on the issues addressed.

Proposed contents would include a monthly legislative update, SOAP notes on a given issue, summaries of Ad Board/Executive Council meetings, airline discounts, housing exchange network, project forum, and a continual reminder to check with your OSR representative for more information, and to see your student affairs office to find out who that representative is.

The publication as proposed would be most effective if it was published more frequently (6-10/year) and only one page long. Board members suggested that each at-large representative could be responsible for pulling together two issues during their term.

V. Old Business

VI. New Business

VII. Adjournment

The meeting was adjourned at 8:45 p.m.