

This Evaluation section is from the MD/PhD program, Dr James Jamieson (PD), and has been cited by the NIH as especially effective. It is being shared with the community as an example with Dr Jamieson's permission. **Your plan should be tailored to your specific program.**

Training Program Evaluation

Student mentoring and monitoring takes place throughout the course of studies and occurs at many different levels, depending on whether the student is in the preclinical, research or final clerkship years.

All Years of the Program. As the Program increased in size, it became clear that we needed a more efficient method to monitor the progress of students, especially when they were physically away from the Medical School campus either doing research work on the main campus or clerkships at neighboring hospitals. To this end, each fall all students are required to submit to our office a form in which courses and clerkships taken are described and progress toward the dissertation is indicated. At the same time, the theses mentor, if the student is in the research years, fills out a comparable form in which contains a narrative of progress. These forms are evaluated by the Director and Associate Directors and the full MSTP Faculty Committee. At these meetings, the evaluation forms are discussed and problems identified. The most common of these is that the students tend to wait too long to set up and use their thesis committee, a simple fix in most cases. Copies of the student's and advisor's MSTP report are then sent to the relevant DGS so that all are involved in evaluating the progress of our students. Dr. Richard Sleight, Associate Dean for Science at the Graduate School is also appraised of the reports and so the circle is complete between the Program, Medical School, Graduate Programs and Graduate School. In addition, the Director meets twice a year with each student in the Program and in many cases, more frequently if problems come to light.

The Graduate and Medical School Deans have agreed, with our consensus, the continuation in the MSTP requires that students must satisfy the requirements of both the Medical School Progress Committee and the Graduate Program. Students are informed of this requirement in their letter of acceptance. Dr Jamieson sits on the Medical School Progress Committee.

Throughout Medical School. The School has set up a new advisory system consisting of four full-time faculty each of whom will be assigned one-quarter of the medical school class, including MSTP students. These advisors will follow each student throughout their medical school training and help with evaluation, career decisions and solving problems throughout their medical training.

Research Years. Once a student selects a thesis advisor and graduate program, academic guidance of MSTP students is the responsibility of the thesis advisor and the Director of Graduate Studies. The major role of the DGS concerns graduate course selection and program requirements. Once an MSTP student has selected a graduate program, and has selected an advisor, he or she formally enters that particular graduate program. As part of the supervision of the student's thesis research, the student, along with the appropriate DGS, selects a faculty committee of 2-3 faculty members who will comprise the Qualifying Exam Committee. This Committee monitors the progress of the student and ensures that the research objectives are appropriate. Upon qualifying, the thesis committee monitors and evaluates progress toward the Ph.D. If specific problems come up, the Director is often called in to mediate and clarify the specific needs of SMTP students which may differ from those of regular Ph.D. students. Many of the MSTP faculty are also on the thesis committees of MSTP students since they are also trainers and faculty in graduate programs.

Decision as to when a student is ready to finish up the Ph.D. and re-enter clinical work is the function of the thesis committee, DGS and mentor.

Evaluation During Clinical Clerkship Years. The primary evaluation of our students along with all other medical students is the responsibility of the Dean of Students, Dr. Nancy Angoff and Dr. Eve Colson, Director of Clerkships. Drs. Angoff and Colson are in daily contact with our Office and especially with Dr. Fred Gorelick Associate Director for Clinical Correlations, who together arrange for any remediation of our students (when needed) before and during their required clerkship rotations.

Feedback from graduates of the Program is obtained annually in a questionnaire, sent to all graduates as a part of our alumni directory update. We ask graduates for suggestions on how the Program could have done things differently and/or be improved.