

# SOCIETY OF DIRECTORS OF RESEARCH IN MEDICAL EDUCATION

Charles W. Dohner, Ph.D., President  
Division of Research in Medical Education  
E-312 HSB, SC-45  
University of Washington  
Seattle, WA 98195

Stephen Abrahamson, Ph.D., President Elect  
Division of Research in Medical Education  
University of Southern California  
1075 Zonal Avenue  
Los Angeles, CA 90033

September 30, 1988

TO: SDRME Membership

FROM: Charles W. Dohner, Ph.D. *Chuck*  
Professor and Director,  
Division of Research in Medical Education  
President,  
Society of Directors of Research in Medical Education

SUBJECT: NOVEMBER 14 AGENDA ITEMS / AMA and SDRME MEETINGS

Since our June meeting several activities relating to SDRME have been underway. Your Executive Committee met for a day in August. Along with the minutes of that meeting I am sending you several bits of information and an "Observer" form to be returned to Brownie Anderson.

Subsequent to the August Executive Committee meeting, Loren, Wayne and I journeyed to Chicago meet again with Dr. Schwarz, Dr. Bud Baldwin, Dr. Carlos Martini, and Dr. Harry Jonas. The report of these deliberations is enclosed.

On September 13, Joe Sheehan and I visited the NBME to discuss mutual interests and potential collaboration between the NBME and SDRME. I am pleased to report that we received a very warm reception from the NBME staff. There is much potential opportunity to promote medical education research in working in collaboration with the AMA, NIH, and NBME. The challenge is before us and I sense an interest on the part of these organizations to work with the SDRME. Strategies for carrying out these collaborative ventures will require creative thinking, commitment, and dedication from each of us if we are to capitalize on the doors of opportunity which seem to be open.

I have appointed a Liaison Committee to work with the NIH (Wayne Davis as Chairman, Mike Brooks, Ralph Ingersoll and John Littlefield). It is not clear just how best to organize ourselves to respond to the AMA and NBME. Your Executive Committee will consider this in more detail when we meet on Sunday, November 13, in Chicago. We would appreciate any suggestion you may have.

## EXECUTIVE COMMITTEE

W. Loren Williams, Ph.D., Secretary  
Center for Educational Development  
and Faculty Resources  
Virginia Commonwealth University  
MCV Station, Box 124  
Richmond, VA 23298-0124

Wayne K. Davis, Ph.D., Treasurer  
Office of Educational Resources  
and Research  
University of Michigan  
G1111 Towsley Center, Box 0201  
Ann Arbor, MI 48109

Jack L. Maatsch, Ph.D.  
Office of Medical Education  
Research and Development  
Michigan State University  
A-217 East Fee Hall  
East Lansing, MI 48824

T. Joseph Sheehan, Ph.D.  
Department of Research in  
Health Education  
University of Connecticut Health Center  
Farmington, CT 06032-9984

We have arranged for an Orientation/Open House at the AMA (535 No. Dearborn Street) on Monday, November 14, 1988, between 11:45 AM and 1:15 PM. Dr. Schwarz, Dr. Bud Baldwin and the Medical Education Group will be our host. The primary purpose is to orient the SDRME members to the AMA activities related to undergraduate medical education and to become acquainted with their facilities. Lunch will be provided by the AMA. You will find this an excellent opportunity to understand better the programs and organization of the AMA. The AMA headquarters is a couple of blocks from the Marriott Hotel. Please be prompt as our time there is very limited.

The following is a tentative agenda for our SDRME meeting on November 14, 1988:

A G E N D A

- 2:30 - 3:00 Dr. Robert Volle, President, NBME  
- NBME Research Agenda
- 3:00 - 3:45 Dr. Richard Gallagher  
- Sabbatical Experience at NIH
- 3:45 - 4:00 B R E A K
- 4:00 - 4:45 SDRME Business  
- Committee Reports  
- Ratification of SDRME Mission Statement
- 4:45 - 6:00 Strategies for Implementing Mission Statement

Please Note: This is one hour later than scheduled on the AAMC program. This change will allow you to attend both your regional GME meetings and the SDRME meeting.

I hope you will put these two meetings on your AAMC calendar.

AMA Orientation/  
Open House Monday, November 14, 1988  
11:45 PM - 1:15 PM  
535 No. Dearborn Street

SDRME Meeting Monday, Nov. 14, 1988  
2:30 PM - 6:00 PM  
Palmer House, Private  
Dining Room # 9

You will also find enclosed a request from Brownie Anderson for SDRME members to serve as observers (evaluators) of the RIME sessions. This is an opportunity for us to have input into the RIME conference so I would like to encourage you to assist in one or more sessions. Please check the session(s) you are willing to serve as an observer and return the form to Brownie no later than October 15.

I am looking forward to seeing you all at the AAMC meeting. Again, your Executive Committee welcomes any comments or suggestions you may have regarding the activities of SDRME.

Please send the green attendance sheet to me no later than October 15.

Thank you.

CWD/ps

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NOVEMBER 14, 1988  
Palmer House  
Private Dining Room # 9  
Chicago, Illinois

## SOCIETY OF DIRECTORS OF RESEARCH IN MEDICAL EDUCATION GENERAL MEETING

### A G E N D A

Monday, November 14, 1988

- 2:30 - 3:00 Dr. Robert Volle, President, NBME  
- NBME Research Agenda
- 3:00 - 3:45 Dr. Richard Gallagher  
- Sabbatical Experience at NIH
- 3:45 - 4:00 B R E A K
- 4:00 - 4:45 SDRME Business  
- Committee Reports  
- Ratification of SDRME Mission Statement
- 4:45 - 6:00 Strategies for Implementing Mission Statement

- Council of Deans \ Maatsch
- Increasing Units \ Schimpfhauser
- International \ Sajid
- Membership Support \ Middleton
- Research \ Arnold

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MINUTES  
SOCIETY OF DIRECTORS OF RESEARCH IN MEDICAL EDUCATION

November 14, 1988

Palmer House, Chicago, Illinois

2:30 - 6:00 p.m.\*

**Present:** Abrahamson, Albanese, Arnold, Barrows, Baumber, Bernstein, Brooks, Davis, Dohner, Edwards, Friedman, Garrett, Johnston, Kappleman, Littlefield, Maatsch, Meleca, Middleton, Norman, Nowacek, Page, Ravitch, Rubeck, Sajid, Schimpfhauser, Schwartz, Sheehan, Smith, Stone, Veloski, Williams.

**Guests:** Dr. Robert Volle, President, NBME  
Dr. Steve Downing, Vice President for Client Programs, NBME  
Ms. Elizabeth Martin, Vice President for Communications, AAMC  
Dr. Jaat Geeritsma, Director, Office of Medical Education, Research and Development, The State University of Utrecht, Utrecht, Netherlands

President Dohner called the meeting to order at 2:30 p.m. and recognized our guests. He invited Dr. Martin to make a few remarks about the new journal, Academic Medicine to replace the Journal of Medical Education. Dr. Martin spoke briefly and distributed a brochure describing Academic Medicine.

Dohner distributed the agenda (attachment 2) and introduced Dr. Volle who spoke on the NBME research agenda. Highlights of his remarks were:

- The future of NBME depends on R & D in assessment methodology.
- Volle wants to work with groups outside of NBME.
- Volle wants NBME to focus more attention on criterion referenced standards.
- Clinical skills assessment very important.
- Notes turbulent times ahead for American medicine.
- Believes there is a real decline in ability as measured by NBME Part I.
- Working hard to get more females and blacks on test committees.

\* Approximately 18 of us attended the orientation luncheon at AMA Headquarters just before this meeting. Dr. Roy Schwarz outlined the AMA organizational structure in terms of elected and staff leadership and noted the strong interest of the AMA in medical education. A followup letter from Schwarz to Dohner is shown as attachment #1.

Dohner noted that Gallagher could not attend due to illness in his family and proposed to modify the distributed agenda as follows:

- update on SDRME activities since the decision to organize formally.
- business issues.
- strategies for implementation.

Dohner provided update as follows.

Effort - Four meetings of Executive Committee and five liaison trips (AAMC, NBME, NIH, AMA [2]).

Accomplishment - Three standing committees (finance, membership, nominations). Three ad hoc committees (survey, NIH liaison, site selection). Bank account, stationery, Latin motto, Communication protocols (minutes of Executive Committee and full society meetings, telephone network, Computer confering (CONFER, BITNET).

Evaluation - (in terms of Dohner's perception of short term goals)

- organizational structure - B+ (no formal liaison structure yet)
- mission statement, values - A
- history - A
- vision - A

Unfinished Business - Issues

- How do we posture ourselves with respect to other groups? (AAMC, NIH, NBME, AMA) How do we operationalize a relationship? Should we focus on responding to other groups, or do we need our own proactive agenda? If so, what is the society's agenda?
- What do Directors who are not on the Executive Committee expect from the Society?
- What should be our strategy for implementing our mission statement?
- How do we proceed to insure that critical success factors are properly addressed?
- What is the research agenda of the society?

A fifteen minute break was taken at the conclusion of this updating session.

The business portion of the meeting began with committee reports. Davis reported that the NIH committee (Davis, Brooks, Littlefield, Ingersoll) would meet on November 15 and would:

- develop criteria for self-nomination of reviewers for the Division of Research Grants, NIH.

- promulgate these criteria to all members of SDRME for their use in determining if their names could appropriately be submitted as potential reviewers.
- work on a communication mechanism to alert members to NIH opportunities.

Albanese reported from the Nominations committee that they would send out forms in January for nominations of individuals to fill the two Executive Committee slots that will become vacant next year. The election will be by mail ballot and will be held in April. Albanese also distributed a map showing member locations (attachment 3).

Meleca, reporting for the Membership committee (Meleca, Rosinski, Sajid) noted: the guidelines for emeritus and ex-officio membership; that an updated membership list would be prepared and circulated; and that several medical schools have inquired about membership. The society voted unanimously to accept the guidelines subject to the minor editing of the first paragraph, deletion of the third paragraph and deletion of the last line, fifth paragraph.

Davis reported for the Finance committee and distributed attachment 4. He noted that only \$8.25 had been spent to date and that the income statement and list of paid up members should show 33 instead of 31. He also reviewed the discussion leading to establishing the SDRME account at the University of Michigan. Dohner noted that the rationale for dues was primarily to cover travel expenses of the Executive Committee, especially for members who might have restrictive travel budgets. Davis noted that the present executive committee, having had two free standing meetings at the expense of individual travel budgets, would probably draw on the society's budget for its next free standing meeting.

Maatsch distributed copies of a proposed brochure for SDRME and invited discussion and approval. Extensive discussion, both pro and con, with several suggested changes led Dohner to offer his sense of the meeting that Maatsch should be asked to produce a revised version and Maatsch agreed to do so. Suggested changes included: deletion of Latin motto, show that membership is institutional, remove montage, provide more formal description of SDRME, and include program development.

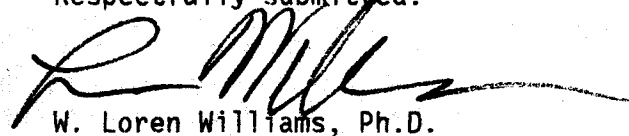
Ravitch reported for the Site Selection committee (Ravitch, Arnold, Middleton, Smith, Maatsch). His report (also shown in attachment 5) presented the criteria for spring meeting site selection as revealed by analysis of member responses to the committee's questionnaire. Specifically: the meeting should start on a Wednesday in the second half of June, have per diem costs of less than \$150.00, be held in different parts of the country, and be attractive to spouses. There was lukewarm response to seeking sponsorship from external agencies. Members were encouraged to offer to host meetings in 1990 and beyond.

Abrahamson reported on plans for the 1989 meeting to be held at Asilomar, California, June 14-16. Costs will be \$50.00 per day per person for lodging (double occupancy) and meals. Rosinski will be host. Asilomar will require estimated attendance 90 days before meeting and final attendance 30 days before meeting. Abrahamson requested that program ideas be sent to him or Gordon Page or Ed Rosinski. Following program suggestions were made: keynote speaker with substantive agenda, focus on determining the SDRME agenda, management techniques.

Dohner presented the mission statement that was produced from Skaneateles meeting discussions (attachment 6). A motion was made and seconded to adopt the mission statement and extensive discussion followed. The discussion ended with the withdrawal of the original motion and submission of another motion (also seconded) to adopt the mission statement document as internal, evolving draft. This motion carried unanimously. Members were asked to send comments to Williams (secretary).

Dohner apologized for not having enough time to deal with strategies for implementing mission and adjourned the meeting at 5:50 p.m.

Respectfully submitted:



W. Loren Williams, Ph.D.  
Secretary

drafted:  
revised:

November 29, 1988  
January 5, 1989

WLW/shc

Attachments (6)



**SOCIETY OF DIRECTORS OF RESEARCH IN MEDICAL  
EDUCATION**

Income Statement  
November 11, 1988

Income:

Membership Dues	\$6200.00
33 (31 members @ \$200)	
Other Income	0.00

Total Income	<u>\$6200.00</u>
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Disbursements:

Postage	\$8.25
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Total Disbursements	<u>\$8.25</u>
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Encumbrances:

Refreshments AAMC Director's Mtg.	\$100.00
Executive Committee Travel	\$1800.00

Total Encumbrances:	<u>\$1900.00</u>
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<b>NET INCOME</b>	<b><u>\$4291.75</u></b>
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*Fran Wagon*

**SOCIETY OF DIRECTORS OF RESEARCH IN MEDICAL  
EDUCATION**

1988 Membership List as of November 11 1988

Stephen Abrahamson, Ph.D.  
University of Southern California

Mark A. Albanese, Ph.D.  
University of Iowa

Louise Arnold, Ph.D.  
University of Missouri Medical School

Howard Barrows, M.D.  
Southern Illinois University

John Baumber, Ph.D., M.D.,  
University of Calgary

Lionel Bernstein, M.D.  
University of Illinois at Chicago

Wayne K. Davis, Ph.D.  
University of Michigan Medical School

Charles W. Dohner, Ph.D.  
University of Washington

Janine Edwards, Ph.D.  
Louisiana State University Medical Center

Jean J. Ferland, M.D., F.R.C.S.  
Laval University

Charles P. Friedman, Ph.D.  
University of North Carolina

J. Dennis Hoban, Ed.D.  
Wake Forest University

Ralph Ingersoll, Ph.D.  
East Carolina University

Mary Ann Johnston, Ph.D.  
University of Pennsylvania

Murray M. Kappelman, M.D.  
University of Maryland at Baltimore

John H. Littlefield, Ph.D.  
University of Texas Health Sciences Center at San Antonio

Jack L. Maatsch, Ph.D.  
Michigan State University

C. Benjamin Meleca, Ph.D.  
The Ohio State University

Jayne Middleton, Ed.D.  
University of Kentucky College of Medicine

Geoff Norman, Ph.D.  
McMaster University

George Nowacek, Ph.D.  
University of Virginia

Gordon Page, Ed.D.  
University of British Columbia

Edwin F. Rosinski, Ed.D.  
University of California, San Francisco

Robert F. Rubeck, Ph.D.  
University of Arizona

Abdul W. Sajid, Ed.D.  
University of Texas Medical Branch

Allen J. Schwartz, M.D.  
Hahnemann Medical College

Edward M. Sellers, M.D.  
University of Toronto

Douglas Smith, Ph.D.  
SUNY Health Science Center

James H. Spooner, Ph.D.  
University of Saskatchewan

Howard L. Stone, Ph.D.  
University of Wisconsin

J. Jon Veloski  
Thomas Jefferson University

WKD/jr  
11/11/88

*add  
Shehan  
Williams*