



Program evaluation committee - basic phase (PEC-b)

Overview

In order to obtain highly qualified graduates of Biomedical Sciences (Basic stage of Doctor of Medicine (MD) program) to move to the clinical phase in MD program, the Deanship of the Faculty of Medicine and Health Sciences (FMHS) established a branch in the Program Evaluation Committee-basic (PEC-b). The PEC-b's primary responsibilities are to evaluate and criticize the curriculum of the Biomedical Sciences program to meet the learning outcomes of the program, its goals, mission, and vision. The PEC-b constantly collaborates with Program Evaluation Committee-clinical (PEC-c), medical education unite (MEU), Basic curriculum committee (BCC), Medical program committee (MPC) and FMHS Deanship.

Purpose

The PEC has been established and created by the deanery of FMHS in order to continuously monitor, evaluate and assess the MD program. It is a formal way of evaluating the method followed by the FMHS in order to achieve the MD program educational outcome. The PEC- b is an essential component of the PEC which focuses on the basic phase of the MD program. The PEC- b collects data from the different assessment methods, student and staff surveys, and final feedback in order to check and audit the compliance of achieving the educational outcome during the basic phase. The PEC-b has a clear pathway where direct feedback is sent through the MPC, dean's office, and the stakeholder council in order to implement changes on the grounds. The PEC-b effectively collaborates with the MEU and BCC in order to analyze data and implement changes. *(Please see attached algorithm)*





Scope

Biomedical Sciences Students at the FMHS

Clinical staff and instructors are involved in medical students' education and assessments.

Medical students in the clinical phase

Collaborative bodies

1. The Medical Education Unite (MEU)
2. The Basic Curriculum Committee (BCC)
3. The Medical Program Committee (MPC)



Policy

Responsibilities

- To assess the extent to which the PLOs and ILOs have been implemented during the basic phase.
- To assess that the education process during the basic phase to meet the FMHS mission and vision
- To assess the performance of the medical students during the 3rd year transition exam and the different summative assessment methods during the basic phase. Moreover, the PEC- b assesses the compatibility of the different assessment methods with the course PLOs and ILOs.
- The PEC-b gives direct feedback and recommendations based on their observations and analysis to the MPC. The MPC analyses all data and proceeds with the attached algorithm. By the end of the algorithm, all agreed changes and recommendations are implemented.
- The PEC-b regularly receives feedback from the medical student in the basic phase, through the MEU, and from clinical phase students through MPC to identify any evolving concerns and to address the student's progress.
- The PEC-b reviews all surveys which are arranged by the MEU and comments on them. The report is sent directly to the dean of the FMHS to address new concerns.
- The PEC-b assesses the preparation of the Biomedical sciences students in the basic phase for their transition to the clinical phase.

Membership of PEC-Basic:

The PEC- b is an essential part of the PEC. However, in order to have a comprehensive representation in the PEC-b, additional members are added to PEC-b as the following:

- Chair of PEC-b: The chair of PEC-b is appointed by the chair of PEC in agreement with the dean and the chair of the BCC.
- Co-chair of PEC-b: is an assistant professor who is a member of PEC and at least has 5 years' experience of teaching.



- Miscellaneous: one other member join according to the chair's suggestion to boost the committee performance. This member is: a clinician who has at least 3 years' experience

Meeting and governance:

- The committee meets at the end of each semester. An ad-hoc meeting may be arranged upon the chair's request.
- Agenda and meeting material will be pre-circulated unless otherwise noted.
- Minutes will be kept and approved by members
- The PEC-b writes two official reports. The first report is by the end of the first semester to show feedback, results of surveys, and other issues. The final report is written by the end of the academic year. The final report includes an analysis of all collected data, reflection, and recommendations. The PEC-b is responsible for handover the official report to the chair of the PEC who should pass the report to the BCC. *(See attached algorithm)*

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PEC Basic Section

