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To: Faculty Council of the USF Morsani College Medicine

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Subject: Annual Report from the Office of MD Admissions and MSSC - Entering Class 2015

We are pleased to report on the work of the Office of MD Admissions and the Medical Student Selection Committee for the entering class of 2015 (graduating class of 2019).

The University of South Florida Morsani College of Medicine subscribes to the AMCAS (American Medical College Application Service), a program of the Association of American Medical Colleges (AAMC). The AAMC represents the 134 accredited U.S. M.D. granting medical schools and the 17 accredited Canadian medical schools.

Applicants to USF MCOM must first apply through AMCAS, and AMCAS forwards their information to the office of MD Admissions. The admissions "season" begins June 1st and continues until the class matriculates in early August of the following year. The start of one admissions process overlaps with the enrollment of the class of applicants from the previous year. The stages of the process are shown in Table I.

I. PROCESS

Table I

	<u>STAGE</u>	<u>VOLUME</u>	<u>TIME PERIOD</u> ¹
1.	AMCAS applications received (2014-15)	5235	June - December
2.	Collection of applications, fees, and letters of recommendation		July – January
3.	Reviews completed by faculty & staff	5235	September - March
4.	Total cleared for interview	848	September - April
	CORE candidates	567	
	SELECT candidates	281	
5.	Total Interviews Completed	522	September - April
	CORE candidates	361	
	SELECT candidates	160	
6.	Total Acceptances Offered		
	CORE	197	September-July
	SELECT	72	

II. SUMMARY

- 5235 AMCAS Applications were received by the Office of MD Admissions during the 2014-15 cycle.
- ALL applicants with an MCAT score were invited to complete a supplementary application.
- To fill the class of 175 seats for the Core and SELECT MD Programs, 269 admissions offers were made.

III. RECRUITMENT

Recruitment goals for 2014-2015 admissions cycle include:

- Initiating and fostering relationships with prospective students, pre-medical advisors, honors advisors, faculty, administrators, and staff at higher education institutions.
- Promoting the USF Health student-centered philosophy at recruitment events, and provide prospective applicants concrete information about all facets of the medical school.
- Visiting a variety of private institutions, public institutions, pre-medical fairs, etc., to continue to identify the best sources of prospective applicants who are a good fit for USF MCOM.
- Developing a relationship management program (ACCESS) that allows a custom approach to interacting and connecting with accepted student.
- Fostering relationships with other departments within The Office of Educational Affairs, USF Honors College, pre-medical advisors, etc., to collaborate on recruitment efforts and establish a connection with future applicants.
- Continuing to revise recruitment goals to support the mission, vision, values of USF MCOM.
- Working with the Office of Diversity and Enrichment to establish a pipeline program with IMS students vetted and selected by the MSSC.

A. IN STATE RECRUITMENT

The majority of recruitment took place within the state of Florida due to the Core program. We participated at events and visited key institutions: USF, UCF, UF, FSU, FIU, FAMU, Rollins College, Stetson, and FAU.

In addition, we completed outreach with several student organizations to invite them on campus for Admissions presentations and tours of USF Health and the Morsani College of Medicine:

- USF Honors and Alpha Epsilon Delta
- USF Pre-AMSA Annual Forum
- USF Minority Pre- Professional Science Society (MPSS)
- USF St. Petersburg

- USF MSP3
- UCF MAPS
- UCF Pre-AMSA
- Hillsborough Community College HPPO & Pre-AMSA
- Valencia Community College Tour
- Florida Gulf Coast University Pre-Med AMSA
- AMWA Presentation
- Bethune-Cookman University
- FSU Dean's Day
- UF Dean's Day
- UCF MASS

B. NATIONAL RECRUITMENT

Increased national recruitment efforts were completed this year to recruit prospective Florida and Non-Florida students to USF MCOM, and to develop relationships with pre-health advisors for our SELECT and Core MD Program. National recruitment is a critical component for the Core program because many high ability, Florida resident students attend college out-of-state. Many desire to attend medical school in Florida:

National University and College Visits

- Villanova Pre-Health Advising Office
- Drexel University Pre-Health Advising Office
- Morehouse University Health Professions Fair and Advising Office
- Clark Atlanta University Health Professions Fair and Advising Office
- Howard University Health Professions Advising Office
- San Diego State Pre-Health Advising Office
- University of San Diego Pre-Health Advising Office
- Ithaca College Pre-Health Advising Office, Graduate & Professional School and Panel
- Cornell University Graduate & Professional School Fair
- Lehigh University Career Services and Pre-Health Advising
- Muhlenberg College Pre-Health Advising Office
- Lafayette College Pre-Health Advising Office
- Moravian College Pre-Health Advising Office
- Temple University Pre-Health Advising Office
- Penn State University – Lehigh Valley
- Wells University Health Professions Fair
- Binghamton University Health Professions Fair
- UC Davis Graduate and Professional School Fair
- UC San Diego Graduate and Professional School Fair
- San Diego State Graduate and Professional School Fair
- University of Maryland Graduate and Professional School Fair
- John Hopkins Health Professions School Fair

- University of San Diego Graduate and Professional School Fair
- Vanderbilt University Pre-Health Advising Office
- Delaware University Pre-Health Advising Office
- UNC Pre-Health Advising Office
- Penn State University Pre-Health Advising Office, Post-Bacc Office, and Pre-Health Fair

National Conferences Recruitment Outreach

- AAMC Minority Recruitment Fair, Chicago, IL
- AAMC National Conference, Chicago, IL
- AMSA National Conference, New Orleans, LA
- NAAHP National Conference, San Francisco, CA

C. RECRUITMENT OF STUDENTS UNDERREPRESENTED IN MEDICINE (URM)

A goal of the Office of MD Admissions is to recruit and matriculate a diverse student body (e.g., students from underrepresented in medicine, as well as from economically disadvantaged communities,) to support academic excellence in our Core and SELECT MD Programs. Diversity recruitment extends beyond the initial meeting of a prospective student with the process continuing until the student matriculates. The Office of MD Admissions cultivated recruitment and outreach initiatives locally and nationally to attract under-represented in medicine and economically disadvantaged applicants to our Core and SELECT MD programs.

Diversity is a major focus of the Office of M.D. Admissions. Activities included participation at annual pre- medical conferences and the AAMC Minority Recruitment fair. In addition to recruiting minority students for the M.D. program, the MD Admissions office works to recruit students for the Interdisciplinary Medical Science Master's Program (IMS) and worked collaboratively with OSDE to identify URM and Disadvantage students for the Pre Medical Summer Enrichment (PSEP) program.

Once URM/Disadvantaged pre-medical students were accepted to USF MCOM, MD Admissions provided ongoing communications, offering support to each student via phone, as well as correspondence welcoming and introducing them to current URM medical students and minority organizations. Also, the Office of Student Diversity and Enrichment assisted in communicating with these students and provided invaluable information to assist with their transition to MCOM.

Accepted URM students were encouraged to review the Pre-Matriculation Program and apply if the program met their needs. The Pre-Matriculation Program provides a six week summer curriculum which encompasses subjects from the first year medical school curriculum, assists students identify any potential learning issues such as reading comprehension, and offers training in research skills development.

IV. INTERVIEWS AND MEDICAL CENTER TOURS

Each selected candidate was interviewed by two trained MSSC members (including 4th year UME students), and/or MCOM Faculty interviewers.

The campus tour for visiting applicants provided opportunities for current medical school students to interact with prospective students. For example, current USF medical students met with the applicants on several occasions during the 24 hours the applicants were in town, including a voluntary “casual meet and greet” the evening before interview day, attending a tour of the medical school, as well as attending a student panel workshop on the day of interview.

A carefully prepared “Second Look” visit was offered to all students offered a letter of acceptance for both CORE and SELECT. For this 2-day event, a total of 116 students registered and 97 students attended. Visiting applicants were able to learn more detailed information about the USF Morsani College of Medicine, such as speaking with current students, staff and key faculty. In addition, the applicants toured the Center for Advanced Clinical Learning and Simulation (CAMLs), Tampa General Hospital, downtown Tampa Bay, and the main campus during this “Second Look” event.

V. THE MEDICAL STUDENT SELECTION COMMITTEE (MSSC)

The MSSC is committed to fulfilling the mission and vision of the USF Morsani College of Medicine by selecting and seating a broadly defined diverse class of academically strong students who will meet the needs of society in providing quality health care, cutting-edge research, and the teaching of future generations of students and practitioners. To this end, the processes and protocols for all stages of the admissions cycle were updated and expanded during this last academic year.

The process of selecting students for the medical program is centered on a concept known as the “holistic” approach as defined by the AAMC. In this process, applications are reviewed with an eye towards the totality of qualities, academic excellence, characteristics, and experiences brought by each prospective candidate to the medical field. In addition to the classic, more academic, parameters of success (i.e. MCAT and undergraduate grades in the sciences, and research experiences), the admissions team carefully reviews applicant’s total experiences as a whole, including: volunteering-both medical and non-medical, disadvantaged statuses, leadership skills, humanistic qualities, distance traveled in life, etc., to determine suitability to interview and matriculate at USF.

The above approach was presented, along with a number of improved procedural advances, including careful review of applicant’s information prior to the interview by committee members; new web-based software programs, and the continual provision of the AAMC Holistic Review Resources amongst the MSSC Committee Members to enhance the fidelity of interviews that meet AAMC standards.

The Office of MD Admissions and MSSC have and will continue to implement the Holistic Review Process for applications, as recommended by the American Association of Medical Colleges. Medical Students’ profiles are evaluated for academic strength, as well as for other significant life experiences such as work history, commitment to medicine through volunteering or shadowing, “first generation in college”, speaking multiple languages, work or volunteer outside the United States, a disadvantaged and

distance traveled background, and unique leadership experiences. MCOM strives to enhance its' recruitment efforts and admission of students from under- represented groups into medicine, and will continue to refine this process for the next application cycle.

Another new element in keeping with national best practices is the education on the topic of Conflict of Interest and Confidentiality of Committee Members and Interviews at the beginning of the interview cycle. Each and every staff member, student, and faculty member involved with the admissions process was required to sign a conflict of interest and confidentiality form prior to having access to any admissions materials or interviews with applicants.

New internal MSSC procedures were also refined. For example, committee members reviewed applicant's files on-line prior to weekly committee meetings, which allowed the meetings to run more efficiently. MSSC meeting regularly began at 4:15 pm and ended at 6:30 pm each Tuesday evening throughout the admissions cycle and ample time for a thorough discussion of applicants was achieved.

VI. OFFICE OF MD ADMISSIONS/MSSC ENHANCEMENTS AND DEVELOPMENTS

- Modified and updated the required courses for Medical School admission to require more classes to be taken at the college or university level.
- Revised and enhanced the application evaluation, interview and MSSC process and procedures centered on AAMC best practices/traffic rules and LCME standards.
- Aligned the MD Admissions, BS/MD and MSSC process/protocols with best practices standards and AAMC Traffic Rules.
- Revised and modified the interview processes for evaluating SELECT and CORE students to allow for maximum efficiency in choosing students for the respective programs and minimize redundancies.
- Enhanced awareness of both the SELECT and Core USF MD Programs at a state, regional, and national level.
- Maintained an early decision program (EDP) for SELECT. Implementation allowed us to gain commitment from and matriculate highly qualified SELECT candidates earlier in the admission cycle.
- Created a relationship building program through ACCESS to track communication with accepted applicants.
- Successfully recruited and matriculated our fifth SELECT Class at USF COM. The fifth SELECT Class, along with the CORE Class represents the second largest medical school enrollment in USF MCOM history. Fifty (52) SELECT students and one hundred and twenty five (125) Core students were enrolled, summing to 177 first year medical students for MCOM's class of 2019.

