

<b>Policy 4.1.9</b> UAMS COM Undergraduate Medical Education
<b>Section</b> Educational Administration
<b>Title</b> <b>STUDENT LIAISON PROCESS</b>
<b>LCME Element(s)</b> 8.5 Student Feedback
<b>Approved By</b> COM Curriculum Committee
<b>Version History</b> Approved July 22, 2024

### **M1/M2 Student Liaison Committees**

In order to provide timely feedback to module/course directors, the M1 and M2 class representatives to the Curriculum Committee will each convene a Student Liaison Committee for their class. The membership of the Liaison Committee must represent a cross section of the class.

The Committee may provide feedback to the module/course directors as they see fit but, typically, the Committee will survey the class at least once for each module/course. The Liaison Committee can provide feedback at other times, as needed or at the request of the module/course directors. Feedback will be provided in writing and verbally to the module/course directors, and the directors will be given the opportunity to reply to the Committee.

If necessary, in the M1 fall semester the M2 Student Liaison Committee may function as the M1 Committee until the M1 class elects a Curriculum Committee representative and an M1 Liaison Committee is formed.

### **M3 Student Liaison Representatives**

For the required clerkships in the M3 year, students can apply to be the student liaison representative for their grid of students (a grid is a group that always rotates together throughout the year); if more than one person from each grid applies, those in the same grid choose the representative by vote.

These representatives collect data from their gridmates midway through the clerkship via a standardized survey, compile a document with information from the survey, and then meet with the clerkship directors to discuss.

Following the meeting the student representatives provide a copy of the document to the course director and report back to their gridmates about the discussion.