

Office of Medical Education
 Division of Academic Affairs
 Brody School of Medicine
 East Carolina University

SOP #	9.6.1
Version #	1
Implementation Date	July 1, 2022
Last Reviewed/Update Date	May 24, 2022
Approval by ECC	May 24, 2022

Heading: Assessment System – Grading Architecture

BSOM Assessment System - Grading Architecture

Rationale

The Brody School of Medicine (BSOM) assesses its learners using a variety of methods across a wide variety of settings to ensure mastery of knowledge and skills required for the practice of medicine. A comprehensive grading architecture has been implemented at BSOM to ensure standardized reporting of final grades throughout the curriculum.

Scope

This Standard Operating Procedure (SOP) applies to all courses offered within the medical school curriculum at Brody School of Medicine. It defines the procedure that will be used for final grade reporting of all courses at BSOM.

Definitions

Foundational Phase: Encompassing the M1 and M2 years, this phase includes all courses leading up to the clinical clerkships. The foundational phase is arranged in a spiral architecture with planned, spaced repetition of topics designed to maximize both retention of facts and mastery of concepts.

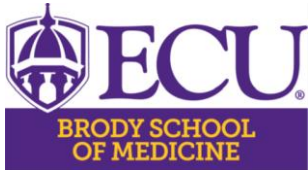
Clinical Phase: The M3 year consists of the six core clerkships, a longitudinal radiology clerkship, and two electives each lasting two weeks.

Differentiation Phase: The M4 year includes the advanced core clerkships, and several more advanced clinical training requirements, and provides elective opportunities to further explore a learners’ career path. The differentiation phase also includes opportunities for studying, interviewing, and transitioning to residency.

Responsibilities

Office of Medical Education (OME): Provides curriculum support to courses including developing syllabus templates that define the grading architecture appropriate for that course.

The Executive Curriculum Committee (ECC): Having ultimate control and responsibility for the curriculum, the ECC reviews and approves curricular changes and will monitor overall learner



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performance outcomes. The ECC determines the grading architecture for all components of the curriculum.

Office of Student Affairs (OSA): OSA will calculate class rank, reported in quartiles, using final numerical course grades and total credit hours per course.

Year Curriculum Committees: Review course-specific syllabi to ensure that the grading architecture complies with the ECC-approved grading architecture.

Course Directors: Understand and follow the Grading Architecture SOP as approved by the ECC.

Procedures for Implementation and Review

The following procedures have been implemented to ensure standardized grade reporting across the curriculum. BSOM is committed to ensuring mastery of the medical curriculum to ensure the best patient care while being mindful of the learners 'wellbeing.

Grading Conventions

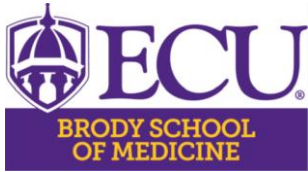
- Each course will assess learners based on knowledge, skills, and/or other criteria as outlined in the course syllabus.
- Individual assessment grades will be available to the learners in the learning management system as they are finalized as a form of formative feedback.
- No academic bonuses may be given.
- Class rank will be calculated using final numerical grades and credit hours for each course.

Foundational Phase

- Final letter grades will be reported as either "Pass" or "Fail." ("P" or "F")
- In addition to the P/F designation, all courses will report a final numeric grade out of 100 to the BSOM Registrar.
- The final numeric grade, rounded to whole numbers, will be used by the office of Student Affairs for class rank calculation and AOA eligibility.
- A passing threshold of 69.5 out of 100 has been established by the ECC for all courses.
- There will be no double rounding of the passing threshold (i.e., 69.49 is Not Passing).

Clinical Phase

- Final letter grades will be reported as "Honors" "A" "B" "C" or "F" for the six core clerkships.



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- In addition to the letter grade designation, the six core clerkships will report a final numeric grade as a whole number out of 100 to the BSOM registrar.
- The final numeric grade will be used by the office of Student Affairs for class rank calculation and AOA eligibility.
- Longitudinal clerkships (Radiology) and electives may be graded as P/F or with letter grades as outlined in the course catalogue and syllabi.

Differentiation Phase

- Final grades may either be P/F or letters as described in the course catalogue and syllabi.
- Final numeric grades will be reported as a whole number out of 100.
- Final numeric grades earned in the Differentiation Phase will not be used in determining class rank as reported in the MSPE.

Schedule for Review

This procedure will be reviewed and approved by the curriculum committees as necessary, but at least every three years, including the Executive Curriculum Committee, the Clinical Curriculum Committee, and the Foundational Curriculum Committee.

Related Policies

Academic Achievement Program SOP

Applicable Laws, Regulations & Standards

LCME Elements 8.1 and 8.3