

UC Riverside, School of Medicine Policies and Procedures**Policy Title:** Academic Advising at UCR SOM**Policy Number:** 950-07-005

Responsible Officer:	Executive Associate Dean, Student Affairs
Responsible Office:	Office of Student Affairs
Origination Date:	June 1, 2021
Date of Revision:	November 22, 2023
Scope:	School of Medicine Students

I. Policy Summary

- A. Academic Advising services are robust at UCR SOM. Our goal is to support our medical students for academic and professional success by providing support services to help medical students fulfill their degree requirements by developing critical thinking skills in areas needed for their coursework, licensing examinations and clinical practice without the influence of those who have a role in their advancement and promotion at UCR SOM.
- B. The Director of Academic Success oversees and coordinates these services by selecting, training, and monitoring the supplemental instructional tutoring, and Step Coach programs, meeting individually and in groups with students for advising, attending the student led end of block feedback sessions, and maintaining coordination between the Undergraduate Medical Education faculty and the Student Affairs team, including the Director of Student Wellness. The Director of Academic Success (DAS) does not have a role in the assessment or promotion of medical students. DAS assigns and monitors Supplemental Instructors (SI), tutor, Step Coach, or faculty who also have no role in the assessment or promotion of UCR SOM medical students.
- C. Students may also independently elect to use any faculty as their advisor.
- D. Medical Students' academic advising at UCR SOM is only assigned to faculty, SI, tutor, or Step Coach who have no role in the summative assessment or promotion of medical students.

II. Definitions

- A. **Supplemental Instructor-** Peer assisted trained graduate and/or medical student study provider who assists learner using multiple learning theories.
- B. **Tutors** – Peers who have been selected by DAS based on academic performance and professional acumen as well as trained to deliver content to learners in group or individual formats.
- C. **Step Coach** – Peers who have been selected by DAS based on study approaches to preparing for Step 1 and receiving a pass on the exam.
- D. **Director of Academic Success-** Independent faculty who supports students in curriculum, but does not teach or evaluate medical or graduate students.

III. Policy Text

Medical students' academic advising at UCR SOM is only assigned to faculty or Supplemental Instructors, tutors, or Step Coaches who have no role in the summative assessment or promotion of medical students.

Approvals:

MEDICAL EDUCATION COMMITTEE (06/17/2021)

DocuSigned by:
Daniel Teraguchi
8D55881CA7EC4FD...
DANIEL TERAGUCHI, EDD
EXECUTIVE ASSOCIATE DEAN, STUDENT AFFAIRS,
SCHOOL OF MEDICINE
1/17/2024 | 9:16 AM PST
DATE

DocuSigned by:
Paul Hackman
BC5CF44DC0494EA...
PAUL HACKMAN, J.D., L.L.M.
CHIEF COMPLIANCE AND PRIVACY OFFICER,
SCHOOL OF MEDICINE
1/16/2024 | 10:26 PM PST
DATE

DocuSigned by:
Deborah Deas
870C12B416E84CB...
DEBORAH DEAS, M.D., M.P.H
VICE CHANCELLOR, HEALTH SCIENCES
DEAN, SCHOOL OF MEDICINE
1/17/2024 | 9:20 AM PST
DATE