


<p><b>Name of Policy:</b> Process and criteria for achievement of diversity and excellence in the college of medicine class</p> <p><b>Policy Number:</b> 3364-81-04-022-01</p> <p><b>Approving Officer:</b> Dean, College of Medicine &amp; Life Sciences</p> <p><b>Responsible Agent:</b> Associate Dean for Admissions, M.D. Program</p> <p><b>Scope:</b> College of Medicine &amp; Life Sciences M.D. Program</p>	 <p><b>Revision date:</b> 09/25/12</p> <p><b>Effective date:</b> 1/2000</p>				
<table border="0"> <tr> <td><input type="checkbox"/> New policy proposal</td> <td><input checked="" type="checkbox"/> Minor/technical revision of existing policy</td> </tr> <tr> <td><input type="checkbox"/> Major revision of existing policy</td> <td><input type="checkbox"/> Reaffirmation of existing policy</td> </tr> </table>		<input type="checkbox"/> New policy proposal	<input checked="" type="checkbox"/> Minor/technical revision of existing policy	<input type="checkbox"/> Major revision of existing policy	<input type="checkbox"/> Reaffirmation of existing policy
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(A) Policy statement

The University of Toledo College of Medicine seeks to enroll broadly diverse applicants who will contribute to the community and society at large, and to achieve that end, the Admissions Office of the College of Medicine aims to admit applicants who are also academically exceptional and accomplished.

(B) Purpose of policy

The Admissions Office strives to select students who possess the intelligence, integrity, personal, and emotional characteristics necessary to become effective physicians. The College of Medicine believes that obtaining the benefits that flow from a diverse student body is a compelling interest for building an environment of educational excellence. A diverse student body is important in promoting cross-cultural understanding, helps to break down stereotypes, is the foundation upon which to build a richer classroom learning environment, helps to develop a diverse, integrated student body that promotes leadership, improves access to health care for vulnerable populations, and helps to reduce disparities in health-care treatments and outcomes.<sup>1</sup>

In order to better educate students for an increasingly diverse population, it is the goal of the College of Medicine to enhance cultural sensitivity and to promote the cultural competence of our student body so they are prepared to serve a diversity of communities. The recognition and understanding of cultural and ethnic differences will enable graduates to effectively interact with patients, families, and colleagues from varied cultures and belief systems and to deliver health care that is responsive and appropriate. As such, we are not only committed to creating a learning environment that welcomes the independent thoughts of all students, regardless of age, gender, socioeconomic status, sexual orientation, disability<sup>1</sup>, national origin, race, veterans status, or religious belief, but also, we embrace their contribution to the academic environment that allows this to occur. The majority of our students are currently from the State of Ohio and a large number of our graduates will practice in Ohio. Reflecting aspects of the cultural diversity of our State is consistent with this mission. It is our goal to strive to retain talented students from the Northwest Ohio area who would one day serve the citizenry in their communities.

All applicants to the College of Medicine will undergo a thorough credentials review and this policy addresses the screening criteria and admission process for selection to the College of Medicine.

(C) Scope

This policy applies to medical students in the clinical portion of the M.D. program in the College of Medicine and Life Sciences.

(D) Procedure

- (1) Selection. The final responsibility for selecting students to be admitted for medical study resides with a duly constituted faculty committee. The Admissions Committee will be responsible for the ongoing development of the criteria and procedures for the selection of students accepted into the College of Medicine. All members of the Admissions Committee (including student members) have equal voting power. The Committee must maintain a quorum of ten (at least 6 of whom are faculty members) to convene. At least eight committee members are required to continue an Admissions Committee weekly.
- (2) Standards. The Admissions Committee will select students who possess the intelligence, integrity, personal and emotional characteristics necessary to become superior physicians. The Committee will seek applicants with educational background, including Humanities and Social Sciences. Admissions Committee members will participate in the interview process and subsequent selection to ensure compliance with these important standards. Furthermore, Students matriculating in the College of Medicine must be able to meet the physical requirements of the academic programs as set forth in policy 04-005 -- Technical Standards for Admission.
- (3) Preliminary Screening -- Upon receipt of the AMCAS application, secondary applications will be forwarded to applicants with strong academic records and who demonstrate remarkable personal histories, origins or educational experiences and contributions considered relevant by the Admissions Office from a flexible, comprehensive, and individualized approach. Applicants applying through any admissions pathway (including the direct from high school programs), must be citizens of the United States or have permanent resident status (permanent residency "green" card). If applying as a permanent resident, an applicant must be a permanent resident at the time of application and will be required to submit a photocopy of the front and back of their permanent resident card.
- (4) Interview Guidelines. Interview Guidelines are those standards that are used by the Admissions Office to assist in determining whether to grant an applicant an interview before the Admissions Committee. The Admissions Office of the College of Medicine will offer a competitive review of all applicants in the pool who have completed the secondary application in full to determine whether to grant an interview. The Associate and Assistant Deans for Admissions will review each completed applicant file for a decision regarding all interview offers. The review of each applicant's record is not intended to admit students solely on the basis of grade point averages and test scores, although important, and to recognize that there is a great variation among applicants' personal histories, origins, and educational experiences. Every application received will be considered by the same reviewers and from a flexible, comprehensive, and individualized approach. The Admission Office will look at all the ways in which an applicant might contribute to a diverse educational experience and may include reviewing and considering race, ethnicity or national origin or gender as a plus factor and considering language fluency, overcoming hardship, or the potential of service to the community of Northwest Ohio, among others.

The Interview Guidelines are not minimum standards but to be used as a target for granting interviews. Applicants not meeting the Interview Guidelines may be considered for an interview after initial review and applicants exceeding the Interview Guidelines may not be offered an interview. The Guidelines are as follows:

- (a) Science GPA of 3.5 or greater and MCAT score of 27 or greater; or
- (b) Interview Index (calculated by  $4 \times$  (average MCAT subsection score) +  $15 \times$  (science grade point average)) greater than 88.50. Additional points may be awarded by factoring in the MCAT Writing Sample Scores as follows:

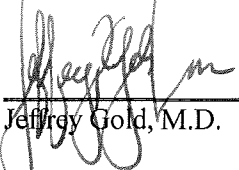
- (i) R – T = 5 points
- (ii) O – Q = 3 points
- (iii) J – N = 0 points

- (5) Admissions Committee Interview. After all candidates selected by the Admissions Office for an interview have completed their interview, the Admissions Committee will review the applicant's entire file including the interview report. The Admissions Committee will review each candidate from a flexible, comprehensive, and individualized approach using the Evaluation Categories discussed below. The Admissions Committee recognizes that the basis for creating a diverse student body includes reviewing and considering race, ethnicity or national origin or gender as a plus factor and considering language fluency, overcoming hardship, and prior or potential service to the community of Northwest Ohio, among others. The Admission Committee will look at all the ways in which an applicant might contribute to a diverse educational experience. The Admissions Committee will use flexibility and professional judgment, while at the same time maintaining consistency in the way applicants are evaluated.
- (6) The Evaluation Categories. The Evaluation Categories set forth below will be used to assess each candidate. It is imperative that fair and proper consideration be given to all candidates and the selection of individual students must not be influenced by personal, political or financial factors. The candidates and their respective applications should be considered as follows:
- (a) Academic Achievement, Quality and Potential. This will combine total and science grade point average, strength and quality of curriculum, MCAT scores and class rank (if provided) into one category of academic achievement. After reviewing all application materials, the Admissions Committee will give the best assessment of the applicant's overall academic accomplishments. Before rating the applicant, the review should consider many factors, including but not limited to trends in grades, course load, rank, and curriculum. Evaluative measures such as recognitions received and evidence of intellectual curiosity and commitment to the sciences and other pertinent fields in determining the applicant's academic potential should also be considered. Applicants are also encouraged to acquire a broad undergraduate education, including study of the humanities and social sciences.
  - (b) Personal Characteristics and Attributes. The Admissions Committee should consider all indicators on the application in evaluating the potential for the applicant to contribute to the College of Medicine, including cultural awareness and interest, consideration of whether the applicant's race and ethnicity is underrepresented on campus in order to strive toward a critical mass, consideration of indicators with regard to parents' occupation and education level and other extraordinary obstacles that the applicant has overcome, gender, and residency in Northwest Ohio. Furthermore, consideration should be given to awards and honors plus participating in extracurricular activities that exemplify service and leadership.
  - (c) Official Recommendations. Professor, counselor, and teacher recommendations should endorse the academic achievement, quality, and potential of the applicant.

- (7) Evaluation Procedures and Ratings. After the interview, the Admissions Committee will assign an overall evaluation rating to each file (in the form of an index score) based on the areas of academics, personal background, official recommendations, the interviewer report, and other supporting materials. When evaluating the record of an applicant, the Admissions Committee will exercise opportunity to apply their professional experience and judgment when assigning a rating. The evaluation ratings are as follows: Recruit, Accept, Alternate, Borderline, and Reject. After committee vote based on these categories, an admission decision may be made.
- (8) Periodic Review and Race-Neutral Alternatives. A periodic review process of this policy and the admissions process will be conducted in the College of Medicine as a means for reevaluating whether race and ethnicity remain necessary as factors in admissions decisions in the future. Race-neutral alternatives will continue to be reviewed.

<sup>1</sup>As defined by the 1990 American with Disabilities Act (ADA)

<sup>2</sup>Assessing Medical School Admissions Policies: Implications of the U.S. Supreme Court's Affirmative-Action Decisions, Association of American Medical Colleges (AAMC), 2003.

<p>Approved by:</p>  <hr/> <p>Jeffrey Gold, M.D. Dean, College of Medicine and Life Sciences</p> <p><u>9/28/12</u> Date</p> <p><i>Review/Revision Completed by:</i> Associate Dean for Admissions Admissions Committee General Counsel Director, Academic Enrichment Center</p>	<p><b>Policies Superseded by This Policy:</b> None</p> <p><b>Initial effective date:</b> 01/2000</p> <p><b>Review/Revision Date:</b></p> <ul style="list-style-type: none"> <li>• 1/00</li> <li>• 8/03</li> <li>• 8/05</li> <li>• 12/05</li> <li>• 7/1/07</li> <li>• 9/1/11</li> <li>• 09/25/12</li> </ul> <p><b>Next review date:</b> 09/25/15 (three years from most recent revision/review date)</p>
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