



ASSOCIATION FOR SURGICAL EDUCATION
CLERKSHIP COORDINATORS OF SURGICAL EDUCATION

ASE Clerkship Coordinator Annual Meeting Sessions

Tuesday, May 6, 2025 - Strategic Planning/Networking Session

TBD Dinner/Social - *TBD*

Wednesday, May 7, 2025 - Pre-Meeting Workshop (included with Registration)

7:00am-4:30pm **Updates on the Surgical Clerkship.** (Joint session with Clerkship Directors)
Metropolitan Ballroom B, 3rd floor

5:00pm – 6:00pm **Clerkship Directors and Coordinators Social**

6:30pm-7:30pm **APDS/ARAS/ASE/CCSE Joint Reception.** (All Directors & Coordinators)
Grand Ballroom, 2nd floor

Thursday, May 8, 2025 - Coordinator Track- Day 1- Ballard, 3rd Floor

“Empowerment”

8:00am - 8:15am **Welcome and Overview of the Coordinator Track**
Rolanda Whitford, CCES Chair
Caroline Rhodes, CCES Vice-chair

8:15am – 8:30am **Introductions**

8:30am - 9:00am **Debrief of Updates on the Surgical Clerkship**
Rolanda Whitford & Caroline Rhodes

What we learned and how to put it into practice. This group discussion will reflect on what we learned in the Updates on the Surgical Clerkship session. What will next steps be and how we can work together to solve complex problems.

9:00am – 9:45am **Panel/Open Discussion – What is Empowerment?**

9:45am – 10:00am **Break**

10:00am - 10:45am **Developing a 4th year Mentorship Program**
Jamie Ward, University of Kentucky

Will discuss collaborating with faculty to build a structured 4th-year mentorship program. The program provides personalized support for students pursuing surgical residencies, including General Surgery, Integrated Vascular, Cardiothoracic, and Plastics. Key elements of the program include individual advising sessions, mock interviews, CV and personal statement reviews, and connections to away rotations and growth opportunities. This initiative has received positive feedback from students, and we have data to support its impact.



ASSOCIATION FOR SURGICAL EDUCATION

CLERKSHIP COORDINATORS OF SURGICAL EDUCATION

Thursday, May 8, 2025- Continued

10:45am - 11:00am **TBD**

11:00am – 12:00pm **Utilizing AI**

Caroline Rhodes, Tulane University

How I have implemented ChatGPT and AI in clerkship to help with organization, recruitment, and curriculum

12:00pm – 1:00pm **Lunch** (*box lunch provided*)

1:00pm – 1:45pm **Best practices: Social Media**

Kailey Marlow, University of Iowa

The “do’s and don’ts”, best practices, and ways that it can help with recruitment.

In addition can show ways for teaching students, what you are doing as a department, and what makes your institution special

2:00pm – 2:45pm **Qualtrics: A Key Resource for Education Administrators**

Heather Trainum, University of Virginia

Discover how Program Administrators can enhance the efficiency of medical education tasks using Qualtrics. This session will explore its capabilities for managing grade sheets, assessments, policy signatures, scheduling availability, and program data. Learn how Qualtrics can streamline your processes and improve overall program management.

2:45pm – 3:00pm **Wrap up for the day**

Rolanda Whitford & Caroline Rhodes

Friday, May 9, 2025- Coordinator Track- Day 2- Diamond A&B, 1st floor

Inclusion

7:30am – 8:00am **Breakfast for Attendees**

Grand Ballroom Foyer, 2nd Floor

8:00am – 9:00am **Presidential Address**

Dr. Mohsen Shabahang

Grand Ballroom ABC, 2nd floor

9:00am – 9:30am **Panel / Open Discussion – What is Inclusion?**



ASSOCIATION FOR SURGICAL EDUCATION

CLERKSHIP COORDINATORS OF SURGICAL EDUCATION

Friday, May 9, 2025 – Continued

- 9:30am – 10:15am **Intrapersonal Approach in Practicing DEI**
Frenni Acuesta, UCSF
- 10:15am – 10:30am **Break**
- 10:30am – 11:00am **Activity**
- 11:00am – 12:00pm **Navigating Change in Residency/Clerkship Administration: Strategies for Adaptation and Success**
Carla Koberna, Washington University-St. Louis
This session focuses on the dynamic role of residency program administration in managing change amid evolving requirements. Topics include adapting to virtual/hybrid recruitment models, meeting ACGME and institutional requirements, succession planning, onboarding, and implementing new curricula. Attendees will learn about the importance of residency administrators in guiding transitions and maintaining program success. The session will cover change management fundamentals, the administrator's role in resident support, compliance strategies, and ways to handle resistance within residency teams. Interactive case discussions will explore practical challenges like the shift to virtual recruitment, new accreditation demands, and onboarding processes, with an emphasis on collaborative conflict management and feedback.
- 12:00pm – 1:00pm **Lunch** (*box lunch provided*)
- 1:00pm – 2:00pm **Laycock Lecture**
Humbitious Leadership in Times of Change: How to Connect with Humility & Elevate with Ambition
Professor Amer Kaissi
Grand Ballroom ABC, 2nd floor
- 2:00pm - 2:45pm **Supporting Surgery Students throughout Medical School**
Caroline Rhodes
Walking through the 4th year of a surgery student, how to identify and support those going into surgery early on in their med school career, and what to advise your students at all levels who want to be a surgeon.
- 2:45pm – 3:00pm **Wrap up for the day**
- 3:00pm – 5:00pm **ASE Workshops Open**
- 6:15pm – 7:00pm **ASE Pre-Banquet Reception**
Metropolitan Ballroom Pre-Function Area, 3rd floor
- 7:00pm – 9:00pm **ASE Awards Banquet (Business attire)** (*included in registration*)
Metropolitan Ballroom, 3rd floor



ASSOCIATION FOR SURGICAL EDUCATION

CLERKSHIP COORDINATORS OF SURGICAL EDUCATION

Saturday, May 10, 2025 - Coordinator Track- Day Three - Ballard, 3rd Floor

"Acknowledgement"

- 7:30am – 8:00am **Breakfast for Attendees**
Grand Ballroom Foyer, 2nd Floor
- 8:00am – 8:30am **Panel / Open Discussion – What is Acknowledgement?**
- 8:30am - 9:15am **The Power of Feedback**
Whitney Ayers, University of South Carolina
Discuss the patterns/consistency of feedback, the "Triangle" effect. (Relationships between director/coordinator, students & faculty). Compare differences in variables: praise vs feedback & teaching vs. feedback. Discuss dedicated time for feedback.
- 9:15am – 10:00am **Planting Seeds**
Ashley O'Bryant, Michigan State University
- 10:00am – 10:15am **Break**
- 10:15am - 10:45am **Wellness**
Marlys Peterson & Tia Sipma
- 10:45am - 11:15am **CCSE Business Meeting**
- 11:15am - 11:45am **Swag Exchange and Wrap Up for the Day**
- 11:50pm – 12:30pm **Closing Remarks & Award Announcements**
Dr. Mohsen Shabahang and Dr. Nabil Issa
Grand Ballroom ABC, 2nd Floor

Conclusion of Coordinator Track Program

Thank you for participating in the Coordinator's Track! We hope you enjoyed your week.