



Student Assessment Sub-Committee Minutes

Wednesday, October 26, 2022, 4:00 pm
via WebEx

Attendees: L. Butler (for E. Winter), H. Coombs, V. Curran, S. Drodge, A. Gou, S. Pennell, P. Pike, C. Pye, T. Snelgrove, M. Wahl, K. Zipperlen

Regrets (in alphabetical order): R. Elliott, T. Hearn, C. Langmead, M. Najafizada, S. Reid, E. Winter

Topic	Details	Action items and person responsible
Introduction and Welcome	V. Curran welcomed the group.	Call to order at 4:04 pm
Agenda review -Review for COI -Confirmation of Agenda	No COI declared. Agenda was approved	
Review and approval of September 28, 2022 minutes.	<i>It was MOVED by M. Wahl and SECONDED by P. Pike to accept the minutes of the September 28, 2022 meeting as presented. Final approval of minutes via e-vote.</i>	
1. Business arising		
1.1 Review of action items		
Action Items from April 27, 2022		
S. Drodge updated on concerns about faculty sharing questions in lectures, and 2 questions were shared over email accidentally and the questions have now been removed. K. Zipperlen suggested sending a reminder email to faculty. ACTION: Reminder email to be sent to faculty re sharing of information. K. Zipperlen will follow up with T. Hearn. UPDATE: K. Zipperlen put together a one-page assessment tips sheet and sent it to A. Haynes, UGME Curriculum Lead, to review at UCL meeting in early October.		ACTION: Complete
Action Items from May 25, 2022		
1.2 Implementation of EPA recommendations: update on faculty development S. Shorlin shared an update on the EPA recommendation of further faculty development for faculty instructors giving effective feedback to clinical learners. ACTION: S. Shorlin to prepare a one-page flyer of resources on clinic cards and feedback to be shared with SAS. UPDATE: S. Shorlin has left the position for a year and will be replaced by Dr. Jinelle Ramlackhansingh, and K. Zipperlen will invite her to next SAS meeting.		ACTION: Complete. Further discussed in Item #2.4.1.
Action Items from June 22, 2022		
3.1 Updated Phase 4 summative assessment procedure K. Zipperlen presented information on updates to the Phase 4 summative assessment procedure. Now going to Policy Committee and asked for final review by this committee. Changes include: removal of reference to assessment blueprints that are no longer being used; reference to minimum number of clinic cards per week was removed; some LIC references were updated to reflect changes in assessment plan; addition of section on progress testing and standard setting for examinations; addition to Grading section about disagreeing with ITAR.		ACTION: Complete



Student Assessment Sub-Committee Minutes

Wednesday, October 26, 2022, 4:00 pm
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<p>UPDATE: Updated Phase 4 summative assessment procedure approved and available online. K. Zipperlen said a review of the Phases 1-3 summative assessment procedure is underway, pending further discussions about clinical skills assessment processes.</p>	
<p>Action Items from September 28, 2022</p>	
<p>2.1 Phase 4 Assessment Update ACTION: S. Reid to bring S/Electives ITAR completion proposal back to Phase 4 Team to address discussion items. UPDATE: Proposal brought to Phase 4 last week, new changes to process. Dr. Reid waiting on feedback from Selectives Chair.</p>	<p>ACTION: Once feedback received, S. Reid will share ITAR completion proposal with committee for review.</p>
<p>2.2 Learner Matters ACTION: K. Zipperlen to construct and distribute Burr Method explainer video to learners.</p>	<p>ACTION: Video complete and on Brightspace</p>
<p>2. Standing Items</p>	
<p><u>2.1 PHASE 1-4 ASSESSMENT UPDATES</u></p> <p><u>Phase 1:</u> P. Pike said things are going smoothly; exam review is going fine with quick responses from faculty.</p> <p><u>Phase 2:</u> T. Snelgrove said not starting until after Christmas, but they are looking at making changes to anatomy assessment, which will be discussed later when the Phase 2 assessment are reviewed.</p> <p><u>Phase 3:</u> S. Drodge reported they have had no major concerns to date. Faculty are responding in a timely manner after exams.</p> <p><u>Phase 4:</u> S. Reid not present to report.</p> <p><u>2.2 LEARNER MATTERS</u></p> <p><u>Phases 1-3:</u> A. Gou reported no issues, and learners are satisfied with the video on Burr Method.</p> <p><u>Post Grad:</u> R. Elliott not present to report.</p> <p><u>2.3 ASSESSMENT MONITORING AND EVALUATION</u></p> <p>2.3.1 Exam Blueprint Phases 1 and 3 K. Zipperlen presented blueprints for Phase 1, Theme 1 Class of 2026 exam where all sessions were appropriately represented. The Phase 3 Theme 1 Class of 2025 exam had fewer questions than needed but no significant concerns noted.</p> <p>2.3.2 Phase 2 assessment plans Class of 2026 K. Zipperlen presented the assessment plans for the following Phase 2 courses:</p>	

Student Assessment Sub-Committee Minutes

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MED 6750 - changes include Burr method references replacing Hofstee / due to high workload and learner feedback, one anatomy exam will be removed / assessment section reworded

MED 6760 - no changes

MED 6770 - moved assignments and some due dates (tentatively) / removed CMPA professionalism assignment / removed second Lifelong Learning assignment

MED 6780 - no major changes

*It was **MOVED** by T. Snelgrove and **SECONDED** by P. Pike to accept the proposed changes to the Phase 2 assessment plan as presented.*

*All were in favour, and the **MOTION CARRIED**.*

2.3.3 Post-Core course assessment reports Class of 2022

K. Zipperlen presented the 4th year course assessment reports:

Med 8720 – still looking for course chair

MED 8730 – no issues identified

MED 8740 – no assessment concerns

MED 8750 – no assessment concerns

2.3.4 Pass score summative progress exam Class of 2024

K. Zipperlen updated committee that the new pass score on the summative progress test for the Class of 2024 will be 156. The NBME changed to new scaled score in 2019 so we had to convert our scores.

2.3.5 Update to Physician Competencies IV Plan Class of 2024

Addition of Providing Culturally Safe Health Care for Indigenous Patients in Newfoundland and Labrador Module to current assessment plan.

*It was **MOVED** by V. Curran and **SECONDED** by T. Snelgrove to approve the addition of Providing Culturally Safe Health Care for Indigenous Patients in Newfoundland and Labrador Module to the MED 8750 assessment plan (Class of 2024) as presented.*

*All were in favour and the **MOTION CARRIED**.*

A. Haynes will also bring the major curriculum change forward to UGMS in November.

2.4 Implementation of EPA recommendations

2.4.1 One-pager Phase 4 faculty resources

J. Ramlackhansingh, teaching consultant replacing S. Shorlin, presented a sheet listing resources for Phase 4 Faculty 2022/23 with links. V. Curran suggested working on graphic design work with Ritchie Perez and distribution with K. Zipperlen. S. Pennell stressed the



Student Assessment Sub-Committee Minutes

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<p>importance of using MUN brand standards; suggested contacting Jennifer Armstrong for guidance as needed.</p>	
3. New Business	
<p>3.1 Curricular Review H. Coombs presented PESC Curriculum Reviews 2022 for Phase 4 Terms of Reference. They will be conducting presentations with results and recommendations at the end of the review.</p> <p>3.2 Clinical Skills Assessment Monitoring V. Curran and K. Zipperlen met with Maria Goodridge (Clinical Skills Course Chair) to identify opportunities to introduce some quality assurances and measures for OSCEs. Summary of action plan as follows:</p> <ul style="list-style-type: none"> - Introduction of blueprints for OSCEs for Phase 2 and 3 – template to be brought to future SAS meeting - Introduction of a standardized template for OSCE stations and a formalized bank of validated OSCE questions - Introduction of scoring rubrics (checklists) and standardized templates - Introduction of a revised procedure for standard setting for passes on stations and exams - Performance of quality assurance check on OSCE and stations <p>K. Zipperlen will bring updates for the Committee as they become available. V. Curran and K. Zipperlen to meet with Clinical Skills Committee on November 15 at 4:00 pm. K. Zipperlen and S. Pennell will also meet with Paula Mullins re options to move OSCE checklist into an electronic format.</p>	
Next Meeting: November 23, 2022	Adjourned at 5:06 pm.