



Student Assessment Sub-Committee Minutes

Wednesday, November 23, 2022, 4:00 pm
via WebEx

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

Regrets (in alphabetical order): T. Hearn, M. Najafizada

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 October 26, 2022 minutes.	<i>It was MOVED by T. Snelgrove and SECONDED by S. Drodge to accept the minutes of the October 26, 2022 meeting as presented.</i> <i>All in favour and the MOTION PASSED.</i> <i>September meeting minutes were approved via e-vote. Evote for updated s/elective ITAR completion process complete and approved.</i>	
1. Business arising		
1.1 Review of action items		
Action Items from May 25, 2022		
1.2 Implementation of EPA recommendations: update on faculty development <i>ACTION: S. Shorlin to prepare a one-page flyer of resources on clinic cards and feedback to be shared with SAS.</i> <i>UPDATE: S. Shorlin has left the position for a year and will be replaced by Dr. J. Ramlackhansingh, and K. Zipperlen will invite her to next SAS meeting.</i> <i>UPDATE: J. Ramlackhansingh sent flyer to Dean's Office to undergo minor adjustments, otherwise ready for uploading to the Faculty Handbook.</i>		ACTION: Complete
2. Standing Items		
2.1 PHASE 1-4 ASSESSMENT UPDATES		
<u>Phase 1:</u> P. Pike provided update on last Phase 1 exam and Burr pass score. No concerns noted.		
<u>Phase 2:</u> T. Snelgrove had nothing to report as this Phase starts after Christmas.		
<u>Phase 3:</u> S. Drodge reported doing well with meetings no concerns with Burr method, questions and answers being received in a timely manner, still concerns re quality of questions being received.		
<u>Phase 4:</u> S. Reid indicated that the ITAR s/elective process has been updated as discussed previously. She has put together a progress exam advisory group which will oversee the		



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implementation of the new NBME product for progress testing. There were many people interested in becoming a member of the group.

2.2 LEARNER MATTERS

Phases 1-3: No report presented. K. Zipperlen to follow-up re feedback.

Phase 4: No report presented. K. Zipperlen to follow-up re feedback.

Post Grad: R. Elliott had nothing new to report.

2.3 ASSESSMENT MONITORING AND EVALUATION

2.3.1 Exam Blueprint Phases 1 and 3

K. Zipperlen presented blueprints for Phase 1, Theme 2 Class of 2026 exam where all sessions were appropriately represented.

The Phase 3 Theme 2 Class of 2025 exam had all sessions appropriately represented.

2.3.2 Core Experiences course assessment report Class of 2023

K. Zipperlen presented the report and highlighted the following:

- comprehensive review
- progress testing will be covered in 2.3.4.
- other summative assessments mentioned
- formative assessment and feedback methods
- program evaluation surveys
- feedback from learners

2.3.3 Phase Lead response for Phase 3 assessment reports

K. Zipperlen presented responses from Dr. J. Gill, Phase 3 Lead, and noted:

- strengths/weaknesses
- suggestion to review the effectiveness of peer assessment in Phase 3. V. Curran recalled it was originally implemented to satisfy accreditation requirement.
- The Community Health and Humanities group is working with family medicine to review the handbook for Phases 2 and 3. K. Zipperlen will update the committee when more information is available.

2.3.4 Phase 4 Progress Test Summary Report

K. Zipperlen presented and explained:

- NBME product is still being used, but we plan to start using another NBME product (see update from S. Reid above)
- use scaled score 1-300
- Class of 2023 pass score is 50

Action: K. Zipperlen to follow-up with B. Kerr regarding accreditation requirement for peer assessment.



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<p>- no concerns noted regarding historical performance on progress tests</p> <p>2.3.5 Updated Clinical Skills History and Physical form (Phase 3) K. Zipperlen presented and explained the Clinical Skills Committee reviewed their history and physical forms and are suggesting some changes to come into effect in January 2023. V. Curran said the changes look reasonable. No concerns noted regarding changes.</p> <p>2.4 Implementation of EPA recommendations All ITARs have been updated, and the only outstanding item was to look at handbooks and discipline information to ensure consistency. K. Zipperlen and H. Coombs to look at this further as part of the curricular review. H. Coombs also suggested surveying preceptors to obtain feedback about their use of T-Res.</p>	
3. New Business	
<p>3.1 Clinical Skills Assessment Monitoring V. Curran shared he had a meeting with Clinical Skills committee as they are proposing to introduce blueprints for OSCEs and Clinical Skills courses which means more quality assurance of OSCEs as in block exams, K. Zipperlen will provide reports with detailed information including summary of scores.</p>	
<p>Next Meeting: January 25, 2023 and any urgent items to be discussed via email. V. Curran informed the committee that Elsie Winter is retiring and he expressed his thanks for her work and support.</p> <p>It was decided to continue meeting via Webex moving forward.</p>	<p>Adjourned at 5:00 pm.</p>