

Student Assessment Sub-Committee		DATE	February 28, 2018
		ROOM	PDCS Room 5
CHAIR	Dr. Vernon Curran, Chair		
MEMBERS: 2017 - 2018	<p><i>Voting members:</i> <i>Dr. Pam Pike, Phase 1 Assessment Lead</i> <i>Dr. Mike Hogan, Phase 2 Assessment Lead</i> <i>Dr. Gokul Vidyasankar, Phase 3 Assessment Lead</i> <i>Dr. Norah Duggan, Phase 4 Lead</i> <i>Ms. Mais Nuaaman, Phase 1-3 Student</i> <i>Mr. Mackenzie Turpin, Phase 4 Student</i> <i>Dr. Samantha Woodrow, PARNL Resident</i> <i>Dr. Craig Moore, Member-at-Large</i> <i>Dr. Maisam Najafizada, Member-at-Large</i></p> <p><i>Ex officio (non-voting) members:</i> <i>Dr. Tanis Adey, Associate Dean, UGME</i> <i>Dr. Sean Murphy, Chair, UGMS Committee</i> <i>Ms. Gerona McGrath, PESC</i> <i>Ms. Diana Deacon, Educational Specialist, Assessment</i> <i>Mr. Stephen Pennell, Manager, Health Education Technology and Learning</i> <i>Ms. Elas Winter, Support Staff, UGME</i> <i>Ms. Carol Vokey, Support Staff, UGME</i></p>		
PARTICIPANTS	V. Curran, M. Hogan, M. Nuaaman, M. Turpin, N. Duggan (call in), G. McGrath, D. Deacon, S. Pennell		
RECORDING SECRETARY	<i>(Minutes Taped) Transcribed by Carol Vokey</i>		
INVITED GUEST	L. Kenny, Phase 2 Lead		
REGRETS	P. Pike, G. Vidyasankar, S. Woodrow, C. Moore, M. Najafizada, T. Adey, S. Murphy,		
MINUTES			
AGENDA	ITEM	DISCUSSION	ACTION
WELCOME	The Chair convened the meeting at 1610h.		
#1 REVIEW & APPROVAL OF MINUTES	<p>1.1 Review and approval of agenda.</p> <p>1.2 Review and approval of January 31, 2018 minutes.</p>	<p>The agenda was reviewed and approved.</p> <p>The minutes of the January 31, 2018 minutes were reviewed.</p> <p>It was MOVED by M. Nuaaman and SECONDED by M. Turpin to approve the</p>	ACTION: M. Nuaaman moved

		<p>January 31, 2018 minutes as presented.</p> <p>All were in favour, and the MOTION CARRIED.</p>	<p>and M. Turpin seconded the approval of the January 31, 2018 minutes. Motion carried.</p>
#2 BUSINESS ARISING	Action items from January meeting.	<ul style="list-style-type: none"> - P. Pike to discuss rescheduling of Healthy Person exams on Friday mornings at next Phase meeting February 22. - D. Deacon will change calculations for Community Engagement and Epi/ Biostats exams to show 6 minutes per question having an analytic case nature or containing calculations. - N. Duggan will follow up with Pediatrics re low percentage of clinic cards. - D. Deacon to clarify with J. Gill re difference between rubric and handbook for Chronic Patient self-directed learning essay as well as word limit. - D. Deacon will follow up on lack of aggregate reporting for Clinical Skills 3 Peer Assessment and will discuss screening of comments with K. Zipperlen. - N. Duggan will look into possible duplication of Pediatric ITARS. 	<p>ACTION: Not completed.</p> <p>ACTION: Will be done.</p> <p>ACTION: N. Duggan will take this back to the discipline meeting and look at the numbers with Dr. Tyna Doyle, CDC Pediatrics.</p> <p>ACTION: Completed and aligned. D. Deacon will also look at assignments across all 3 phases.</p> <p>ACTION: Discussed with K. Zipperlen. She will be more rigorous with this and will send any comments she's not sure about to the phase lead. Talked to A. Reid HSIMS re lack of aggregate reporting. This issue was also discussed in Phase 1 Management Team meeting and found there was value in showing individual scores. Still up in the air.</p> <p>ACTION: Fed back to Dr. Doyle</p>

		<ul style="list-style-type: none"> - N. Duggan will take concern regarding NBME pass or fail being included on MSPR to next Phase 4 meeting. - N. Duggan will talk to Emergency Medicine Clinical Discipline Coordinator regarding rolling exam, and will consult with AFMC Clerkship group to see if other schools are using this system. - D. Deacon will distribute Phase 1 Class of 2021 assessment reports to Phase Lead and copy to Associate Dean and Phase 1 Assessment Lead. - D. Deacon will present assessment tool quality review for Phases 3 and 4 at next meeting. - V. Curran will email UK study on higher volume testing to N. Duggan. 	<p>who will get back to N. Duggan.</p> <p>ACTION: Will check notes on last meeting and get back to the Committee.</p> <p>ACTION: Waiting to discuss with new CDC. Keep on agenda.</p> <p>ACTION: Completed.</p> <p>ACTION: Deferred.</p> <p>ACTION: Completed.</p>
#3 STANDING ITEMS	<p>3.1 Phase 1-4 assessment updates (Phase Assessment Leads)</p> <p>3.2 Student matters (Student Representatives)</p>	<p>Phase 1: P. Pike not present.</p> <p>Phase 2: M. Hogan said they had good results from last block exam, lots of new questions and things are going well.</p> <p>M. Nuaaman brought forward the following concerns:</p> <ul style="list-style-type: none"> - Phase 3 self-directed learning essay marks were released and some students have to reassess. There was not much feedback and required structure was not known until 2 days before the essay was due. Also, the rubric used to grade the assignment seemed different from the one posted to D2L. D. Deacon to check as it is worth 8% of grade. M. Nuaaman suggested an introductory session for students. It was decided to send this to back to G. Vidyasankar and J. Gill. - Is there a way to have a rationale for why a formative question answer is incorrect? This was discussed and it was decided it would be very labour intensive to provide as well as a learning opportunity for students would be missed. - As the last block is very challenging schedule-wise, students are wondering if SAS gives any guidance to UGMS with regards to scheduling. D. Deacon said UGME gives her assessment dates, SAS reviews, then UGMS looks at it. D. 	<p>ACTION: D. Deacon to check if rubric used to grade Phase 3 self-directed learning essay differs from the one posted to D2L.</p> <p>ACTION: D. Deacon to send scheduling feedback to Phase 3</p>

	<p>3.3 Formative/summative assessment monitoring/evaluation (D. Deacon)</p> <p>3.3.1 Phase 2 and 3 exam blueprints</p> <p>3.4 Progress testing (N. Duggan)</p> <p>3.5 Periodic review (N. Duggan)</p> <p>3.6 EPA Project update (Chair)</p>	<p>Deacon also does an overall assessment schedule. V. Curran said this feedback will go to Phase 3 Lead for future scheduling.</p> <p>D. Deacon presented the Phase 2 and 3 exam blueprints.</p> <p>Progress testing: optimistic that this is moving forward, nothing definite yet.</p> <p>Periodic review: had review for Phase 4 students on February 15, all outstanding EPAs have been received. D. Deacon said it had been previously brought forward by T. Laughlin to conduct periodic review in the other phases. As T. Laughlin has been replaced by N. Duggan on this committee, the item will be removed from the agenda.</p> <p>D. Deacon said they are awaiting ethics approval now. Survey to be conducted May/June through focus groups.</p>	<p>Lead for future reference.</p> <p>ACTION: Remove from agenda.</p>
<p>#4 Summative Procedure for Phases 1 – 3 Addition (D. Deacon)</p>	<p>4.1 Policy for late assignments (D. Deacon)</p> <p>4.2 Student concern re: current assessment model (T. Adey)</p> <p>4.3 Deadlines for return of written assignments</p>	<p>D. Deacon said policy in place for late assignments but it is not being adhered to. 70% is the highest mark for late assignments, but that is not always the case. V. Curran and D. Deacon to compose email to assessment and phase leads for feedback. Add to agenda for next meeting for further review.</p> <p>T. Adey was not present but had sent background for discussion. V. Curran explained an anonymous QRS was received from a student regarding the current assessment model. The item was discussed and it was agreed that if the practice described in the comment was happening as much as stated, there would be an apparent pattern. In addition, reassessment exams have 40% new content. V. Curran to respond to T. Adey regarding the issue. C. Vokey to send summary of discussion to V. Curran for UGMS.</p> <p>D. Deacon said there is no formal deadline for assignment reassessment submission. It was agreed to set 2 weeks as deadline. D. Deacon to add to</p>	<p>ACTION: Add this item to next meeting for further review. V. Curran and D. Deacon to compose email to assessment and phase leads for feedback.</p> <p>ACTION: C. Vokey to send summary of discussion to V. Curran who will respond to T. Adey regarding the issue.</p> <p>ACTION: D. Deacon to add deadline to assessment plan.</p>

	<p>(D. Deacon)</p> <p>4.4 Review of Formative Assessment Policy (D. Deacon)</p> <p>4.5 Challenge cards (L. Kenny, guest)</p> <p>4.6 Phase 4 Missed Didactic Curriculum Proposal</p>	<p>assessment plan.</p> <p>Tabled for next meeting. Keep on agenda.</p> <p>L. Kenny expressed concern on both the number and the tone of Challenge Cards received after last Phase 2 summative exam. The issue was discussed at length and it was decided to organize a side meeting with the Assessment Leads and L. Kenny to review the cards as well as develop a power point presentation to be shown at the start of each exam. G. McGrath suggested presenting the students with both good and bad examples of Challenge Cards.</p> <p>N. Duggan explained the proposed policy written to address times when students miss mandatory academic activity in clerkship. Students would be required to review the archived session that was missed and submit a reflective exercise on the topic covered to the appropriate clinical discipline coordinator. M. Turpin said it seems like a punishment to have to write a reflective paper on missed sessions. The student perspective is that they are against the policy for reflections for missed academic half day. They are in favor of having the recordings available to students, but against the suggestion that students submit a written reflection on the material. There was more discussion, and N. Duggan thanked the committee. Language will be amended as suggested.</p>	<p>ACTION: Keep on agenda.</p> <p>ACTION: D. Deacon to set up meeting with Assessment Leads and L. Kenny to discuss Challenge Cards issues and develop power point presentation.</p> <p>ACTION: N. Duggan to amend language of policy to reflect committee feedback.</p>
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The meeting adjourned at 1800h, and the next meeting is scheduled to take place on March 28, 2018.