

<b>Student Assessment Sub-Committee</b>		DATE	May 29, 2019
		ROOM	OPED Meeting Rm. 5
<b>CHAIR</b>	Dr. Vernon Curran, Chair		
<b>MEMBERS:</b>  <b>2018-2019</b>	<p><i>Voting members:</i></p> <p><i>Dr. Pam Pike, Phase 1 Assessment Lead</i></p> <p><i>Dr. Barton Thiessen, Phase 2 Assessment Lead</i></p> <p><i>Dr. Jasbir Gill, Phase 3 Lead (until Phase 3 Assessment Lead is appointed)</i></p> <p><i>Dr. Suzanne Drodge, Phase 3 Assessment Lead</i></p> <p><i>Dr. Norah Duggan, Phase 4 Lead</i></p> <p><i>Ms. Brooke Turner, Phase 1-3 Student</i></p> <p><i>Ms. Mais Nuaaman, Phase 4 Student</i></p> <p><i>Dr. Jeremy Loh, PARNL Resident</i></p> <p><i>Dr. Craig Moore, Member-at-Large</i></p> <p><i>Dr. Maisam Najafizada, Member-at-Large</i></p> <p><i>Ex officio (non-voting) members:</i></p> <p><i>Dr. Tanis Adey, Associate Dean, UGME</i></p> <p><i>Dr. Sean Murphy, Chair, UGMS Committee</i></p> <p><i>Ms. Gerona McGrath, PESC</i></p> <p><i>Ms. Diana Deacon, Educational Specialist, Assessment</i></p> <p><i>Mr. Stephen Pennell, Manager, Health Education Technology and Learning</i></p> <p><i>Ms. Elas Winter, Support Staff, UGME</i></p> <p><i>Ms. Carol Vokey, Support Staff, UGME</i></p>		
<b>PARTICIPANTS</b>	V. Curran, P. Pike, B. Thiessen, S. Drodge, J. Gill, N. Duggan, B. Turner, M. Nuaaman, J. Loh, T. Adey, G. McGrath, D. Deacon		
<b>RECORDING SECRETARY</b>	<i>(Minutes Taped) Transcribed by Carol Vokey</i>		
<b>INVITED GUEST</b>			
<b>REGRETS</b>	M. Najafizada, C. Moore, S. Murphy, S. Pennell		
<b>MINUTES</b>			
<b>AGENDA</b>	<b>ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
WELCOME	The Chair convened the meeting at 1605h.		
1.0 REVIEW & APPROVAL OF AGMINUTES	1.1 Review and approval of agenda.	The agenda was approved.	

	1.2 Review and approval of April 24, 2019 minutes.	<p>The minutes of the April 24, 2019 meeting were reviewed.</p> <p>It was <b>MOVED</b> by B. Thiessen and <b>SECONDED</b> by M. Nuaaman to approve the April 24, 2019 minutes as presented.</p> <p style="text-align: right;">All were in favour, and the <b>MOTION CARRIED.</b></p>	<b>ACTION: It was moved by B. Thiessen and seconded by M. Nuaaman to approve the minutes of the April 24, 2019 meeting as presented. Motion carried.</b>
2.0 BUSINESS ARISING	Action items from April 24, 2019 meeting	<p>D. Deacon confirmed that SAS minutes are up to date on the website.</p> <p>PESC is looking at changes to MED 8710 evaluation forms. G. McGrath and L. MacMillan are working with O. Heath on this.</p> <p>D. Deacon confirmed with T. Adey to see if ads were circulated for vacant positions of Phase 4 Assessment Lead and APC Chair. T. Adey said the ad will go out this week for Phase 4 Assessment Lead, and there is a possible lead for APC Chair.</p> <p>D. Deacon checked with T. Adey regarding professionalism language for assessment plans. T. Adey said work on the Professionalism has been completed and this can be approved via email when it's ready.</p> <p>D. Deacon to follow up with S. Pennell re Student Success Collaborative.</p> <p>D. Deacon to look at overall weighting of each exam in Phase 2 Blocks 5 and 6 and will check with E. Hillman to see if changes have detrimental implications. Phase 2 discussed with E. Hillman and weightings were not changed in the end. Not enough student support and not enough time.</p> <p>N. Duggan to send out suggestions to learners to prepare for the mid-July summative progress test. Students said they haven't received anything yet. D. Deacon to follow up with N. Duggan.</p> <p>N. Duggan asked L. MacMillan and M. Nuaaman to poll students informally regarding their preference of block exams vs. progress testing. Second year class was just polled and no responses received yet. M. Nuaaman has gotten approximately 30 responses so far. Results to come back to SAS for next</p>	<p><b>ACTION: Complete. Item can be removed.</b></p> <p><b>ACTION: Ongoing</b></p> <p><b>ACTION: Ongoing</b></p> <p><b>ACTION: Ongoing</b></p> <p><b>ACTION: Ongoing</b></p> <p><b>ACTION: Completed. Item to be removed.</b></p> <p><b>ACTION: D. Deacon to follow up with N. Duggan.</b></p> <p><b>ACTION: Students will bring responses back to next SAS meeting for review. V. Curran to share information with UGMS.</b></p>

		<p>meeting. V. Curran said it won't be necessary to do a SAS survey and will share information with UGMS.</p> <p>D. Deacon followed up with A. Pendergast regarding ensuring with S. Shorlin that rubrics for the Phase 1 lifelong learning assignment description match the description of the project. Changes were made to rubric and are being reviewed by A. Pendergast.</p> <p>Electronic challenge cards were used as a pilot with the last Phase 3 exam and will also be used for the last two Phase 2 exams. Will be further discussed in Business Arising.</p>	<p><b>ACTION: Ongoing</b></p> <p><b>ACTION: Ongoing</b></p>
	2.1 Electronic challenge card pilot	<p>D. Deacon presented graphs to describe the evaluation of the electronic challenge card pilot. She noted changes in mean number of challenges/item. Preliminary results show more challenges per item as students are finding it easier to challenge an item. In terms of use of the tool for phase assessment group meetings, no detrimental effect. Easier to pull stats together. Penmanship wasn't an issue. Responses were succinct. Students were reminded of the criteria prior to beginning the exam. Phase 2 will pilot the system next, and B. Thiessen will comment after. Students can be indirectly identified by login code.</p>	<p><b>ACTION: Pilot to continue to the end of the academic school year, and results will be reviewed at that time.</b></p>
3.0 STANDING ITEMS	3.1 Phase 1-4 assessment updates (Phase Assessment Leads)	<p><u>Phase 1</u> – P. Pike said nothing new to report. D. Deacon said they are still waiting on results of the theme-based curriculum proposal before assessment plans can be completed. Meeting set up with A. Haynes (Curriculum Lead) before next UGMS to talk about the impact of the curriculum proposal on assessment.</p> <p><u>Phase 2</u> – B. Thiessen said Block 5 exam has been set for Friday. Most of the lectures have questions submitted. Block 6 will be substantially heavier. D. Deacon said no other issues. Electronic challenge cards will be trialed in the next two exams.</p> <p><u>Phase 3</u> – J. Gill not present. The Committee welcomed S. Drodge (new Phase 3 Assessment Lead). D. Deacon said everything is on schedule except Palliative Care was assessed with a journal entry in the original assessment plan but students were told by the instructor that they didn't have to do that this year. After consultation with V. Curran, T. Adey and J. Gill, D. Deacon removed the</p>	<p><b>ACTION: D. Deacon will monitor results of the curriculum proposal.</b></p>

		<p>journal entry from the assessment plan for this year and adjusted weightings for the remaining assessments in the course. M. Nuaaman brought up the accreditation issue wherein faculty are changing things on their own without going through the proper channels. T. Adey said more faculty development is needed in this matter.</p> <p><u>Phase 4</u> – N. Duggan said the three month progress test date says “to be determined” because the computer lab is booked, and she will work with E. Winter to try to rearrange to accommodate student schedules. She has been compiling resources for students to assist with the progress testing, and it should go out very soon to help prepare for the final progress test.</p>	
	3.2 Learner Matters	<p><u>Phase 1-3:</u> B. Turner had nothing to report.</p> <p><u>Phase 4:</u> M. Nuaaman said she received 31 responses regarding the progress testing poll. Evenly split between positive and negative responses. Learners don’t like the fact that they are still using American exams and that progress testing doesn’t necessarily correlate to progression through core. Some students feel they have regressed based on topics covered on the exams, feedback not detailed enough and no coaching, lack of communication with staff/residents who think students no longer need to study as they think they no longer have exams. Learners feel they should be given full day off on an exam day, final summative exam half way through the last rotations disadvantages students on that rotation. M. Nuaaman to send a summary to V. Curran.</p>	<b>ACTION: M. Nuaaman to send a summary of polled responses to V. Curran.</b>
	3.3 Formative/ summative assessment monitoring/evaluation	<p><u>3.3.1 Phase 3 Block 8 examination blueprints</u> D. Deacon reviewed Phase 3 examination blueprints. No concerns noted.</p> <p><u>3.3.2 Phase 3 Class of 2022 assessment plans</u> D. Deacon reviewed updated assessment plans and noted the following:</p> <p>MED7710: The Patient – Chronic Conditions</p> <ul style="list-style-type: none"> <li>- added paragraph describing peer assessments of professional behaviours</li> <li>- Palliative Care in Block 8 has been removed and weightings recalculated</li> <li>- written examination dates have been confirmed with UGME</li> </ul>	

		<ul style="list-style-type: none"> <li>- new reassessment information added (multiple reassessments in two-week time period) (added to all assessment plans)</li> <li>- late assignments language was updated (added to all assessment plans)</li> <li>- new professionalism language to replace old (added to all assessment plans)</li> <li>- sentence about implications of fail grade added (added to all assessment plans)</li> </ul> <p>MED 7720: Clinical Skills III</p> <ul style="list-style-type: none"> <li>- draft plan has been sent to M. Goodridge to see if any changes are needed.</li> </ul> <p>MED 7730: Physician Competencies III</p> <ul style="list-style-type: none"> <li>- session dates to be added once firmed up</li> <li>- in the IPE section, the simulation team consultation exercise was moved from formative to summative</li> </ul> <p>MED 7740: Phase 4 Preparation</p> <ul style="list-style-type: none"> <li>- details of assessment need to be confirmed closer to the start of the course in June 2020 and will be brought to SAS for approval when they have been finalized.</li> </ul> <p>MED 7750: Community Engagement III</p> <ul style="list-style-type: none"> <li>- there has been a request to add an extra two-hour session on the Aboriginal Health curriculum. If proposal is accepted, weightings will have to be adjusted, and the assessment method will have to be discussed. D. Deacon will monitor this.</li> </ul> <p><u>3.3.3 Phase 4 Class of 2021 assessment plans</u></p> <p>D. Deacon explained the following updates:</p> <ul style="list-style-type: none"> <li>- change from AFMC regarding EPA 10 has been made throughout the Phase</li> <li>- information added to clarify expectations around clinic cards. M. Nuaaman suggested revising the language, and D. Deacon will work with N. Duggan on this</li> <li>- updated NBME comprehensive clinical science progress test, 0 months will be at the end of Phase 3 not the beginning of Phase 4. Dates for progress tests need to be confirmed with UGME Office, and will be updated by D. Deacon once available</li> </ul>	<p><b>ACTION: D. Deacon will work with N. Duggan on the rewording of the information added to the clinic card section.</b></p> <p><b>ACTION: D. Deacon will update assessment plan when progress test dates are confirmed with UGME.</b></p>
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4. New Business		No new business was brought forward	
NEXT MEETING	June 26, 2019 4:00 pm	Meeting adjourned at 5:30 pm.	

