

Student Assessment Sub-Committee Minutes

Thursday, July 2 2020 4:00 pm
via WebEx

Attendees: T. Adey, V. Curran, D. Deacon, N. Duggan, S. Pennell, C. Pye (Vokey), C. Skanes, B. Turner, E. Winter

Regrets (in alphabetical order): H. Coombs, S. Drodge, S. Murphy, M. Najafizada, P. Pike, N. Rockwood, B. Thiessen

| Topic | Details | Action items and person responsible |
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| Introduction and Welcome | V. Curran welcomed the group. | CTO 4:04 pm |
| Agenda review - Review for COI - Confirmation of Agenda | No COI declared. Agenda confirmed | |
| Review and approval of June 10, 2020 minutes | It was MOVED by B. Turner and SECONDED by C. Skanes to approve the minutes of the June 10, 2020 meeting as presented. All were in favour, and the MOTION CARRIED . | ACTION: It was moved by B. Turner and seconded by C. Skanes to approve the minutes of the June 10, 2020 meeting as presented. Motion carried. |
| 1. Business arising: Action items from June 10, 2020 meeting | ACTION: S. Drodge will compile a generic email to be distributed by E. Winter to learners prior to exams reminding them to study objectives in addition to lecture material and send to D. Deacon and E. Winter. Complete. ACTION: S. Pennell to check to see if completion of modules in Brightspace can be monitored. Keep on Agenda. D. Deacon said this refers to Phase 4 Prep course, and S. Pennell said this has been done. ACTION: D. Deacon to send Community Engagement 5740 assessment plan to V. Curran and S. Murphy. Complete and remaining Phase 2 Assessment Plans for this year are completed and in student handbook. ACTION: V. Curran will follow up with S. Pennell to determine options available for running invigilated exams and will report back before next meeting or over the summer. S. Pennell said they are evaluating WebEX and Questionmark's Proctorio to monitor students during exams and will recommend one at next SAS meeting. If Arterial is chosen, they will do up an instruction sheet for invigilators and students. | ACTION: E. Winter will continue to send out reminders to learners prior to exams reminding them to study objectives in addition to lecture material, and this will be kept in the minutes for reminder for future exams. ACTION: Complete ACTION: Complete ACTION: Ongoing. S. Pennell to report back at next SAS meeting with recommended system for running invigilated exams. |



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| <p>2. Standing Items</p> | <p>2.1 Phase 1-4 assessment updates:</p> <p><u>Phase 1:</u> P. Pike was not present to report.</p> <p><u>Phase 2:</u> B. Thiessen was not present to report.</p> <p><u>Phase 3:</u> S. Drodge was not present to report.</p> <p><u>Phase 4:</u> N. Duggan reported on the following:</p> <ul style="list-style-type: none"> - they are finalizing plan for return of Class of 2020 and planning for post core learners - none of the assessment plans should change as the curriculum is only being reorganized. CDCs are to let her know asap if they require changes - Class of 2022 will have the same length of clerkship with 7 weeks of academic from all disciplines - progress test dates will change with Class of 2021 summative to be written July 24, the 3rd formative exam will be online un-invigilated. Phase 4 Class of 2022's first progress test will be in August, and further dates remain unchanged. There is a new issue of student privacy concerns around how exams are completed. <p>V. Curran asked if patient experiences will be impacted, and N. Duggan said how they will be less in person visits, but all CDCs felt students should still have same experience. They are hoping for student volunteers with experience working in the new model to present to the next class on how to train during COVID to prepare them psychologically. They are sending the Class of 2021 a paper guide on virtual care with references. V. Curran asked if virtual care affects clinic cards and ability to obtain EPAs, and N. Duggan said she does not think so. She will compile a document for students explaining how EPAs are affected by performing virtual care.</p> <p>2.2 Student Matters:</p> <p><u>Phase 1 – 3:</u> C. Skanes reported no concerns from the Class of 2022, but the Class of 2023 class is asking how exams will be conducted next year and want information on the plan. After discussion, she will respond to the Class of 2023 that we are considering invigilated online exams for Phases 1 to 3. S. Pennell will be preparing something</p> | <p>ACTION: N. Duggan to compile a document for students explaining how EPAs are affected by performing virtual care.</p> |
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| | <p>for students once he forms his recommendation on platforms. S. Pennell and T. Adey are invited to CITL to see options they are reviewing. C. Skanes said students are also asking when the Phase 3 schedule will be released. D. Deacon said V. Whelan would release it, and it should be complete by the end of July.</p> <p><u>Phase 4:</u> B. Turner said there were no concerns brought forward from the Class of 2021, and that they are preparing for the next NBME.</p> <p>V. Curran asked about replacing C. Skanes to represent Phases 1-3 as she moves into B. Turner’s position of Phase 4 representative, and C. Skanes said MedSoc will meet and choose. Both learners will remain as is until next election.</p> <p>2.3 Assessment monitoring and evaluation</p> <p>2.3.1 Phase 2 exam blueprints: D. Deacon presented and summarized the Phase 2 exam blueprints and said there were no big issues and coverage was very good.</p> | |
| <p>3. New Business</p> | <p><u>Phase 3 Class of 2023 MED 7750 Community Engagement assessment plan:</u> D. Deacon presented the revised assessment plan after having met with community health faculty members to confirm the rural visit. She has revised the course description to reflect what is stated in the MUN Calendar. She will revise all course descriptions to match Calendar for all assessment plans as per direction from UGMS.</p> <p>It was MOVED by C. Skanes and SECONDED by B. Turner to approve the Phase 3 Class of 2023 MED 7750 assessment plan.</p> <p style="text-align: center;">All were in favour, and the MOTION CARRIED.</p> <p>D. Deacon will forward the Phase 3 Class of 2023 MED 7750 Community Engagement assessment plan to V. Curran and T. Adey (new UGMS Chair). C. Pye to add this to the agenda for the next UGMS meeting on 15 July 2020.</p> | <p>ACTION: D. Deacon will revise all course descriptions to match Calendar for all assessment plans as per direction from UGMS.</p> <p>ACTION: It was moved by C. Skanes and seconded by B. Turner to approve the Phase 3 Class of 2023 MED 7750 assessment plan. Motion carried.</p> <p>ACTION: D. Deacon will forward the Phase 3 Class of 2023 MED 7750 Community Engagement assessment plan to V. Curran.</p> |



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| | | ACTION: C. Pye to add the Phase 3 Class of 2023 MED 7750 Community Engagement assessment plan to the agenda for the UGMS meeting to be held on 15 July 2020. |
| Next Meeting | V. Curran expressed his gratitude to D. Deacon who will be retiring soon. She thanked everyone on the Committee for their help and engagement. Next meeting TBA in September 2020. | 4:52 pm adjourned |