



# Student Assessment Sub-Committee Minutes

Wednesday, June 23, 2021 4:00 pm  
via WebEx

Attendees: H. Coombs, V. Curran, E. Maxwell, M. Najafizada, S. Pennell, P. Pike, S. Reid, B. Thiessen, M. Wahl, K. Zipperlen, E. Winter

Regrets (in alphabetical order): T. Adey, S. Dalley, S. Drodge, C. Pye, C. Skanes

Topic	Details	Action items and person responsible
Introduction and Welcome	V. Curran welcomed the group.	Call to order at 4:02 pm
Agenda review -Review for COI -Confirmation of Agenda	No COI declared. Agenda confirmed.	
Review and approval of May 26, 2021 minutes	It was <b>MOVED</b> by M. Wahl and <b>SECONDED</b> by S. Reid to approve the minutes of the May 26, 2021 minutes. <b>MOTION CARRIED.</b>	
<b>1. Business arising</b>		
<b>1.1 Action items from May 26, 2021 meeting:</b>		
<b>ACTION: K. Zipperlen to notify UGMS that all concerns noted in Phase 1 course assessment report are being addressed.</b>		<b>Action: Complete</b>
<b>ACTION: K. Zipperlen to bring back to A. Haynes to ensure mandatory sessions information is in line with University regulations before including in assessment plan.</b>		<b>ACTION: Complete</b>
<b>Action items from April 28, 2021 meeting:</b>		
<b>ACTION: S. Pennell and K. Zipperlen to look at next steps regarding possibility of using Navigate to monitor academic progress in Phase 1 to 3.</b> K. Zipperlen, S. Pennell, B. Kerr, E. Winter and V. Whelan met with Navigate to review the draft workflow created by T. Pomeroy, and they are looking at it more closely to determine its use and benefits. Reps from UGME will reach out to LWS to share information.		<b>ACTION: Ongoing</b>
<b>ACTION: T. Adey, LWS, Phase Leads and Policy Analyst to meet to discuss Exam Deferral Policy.</b> K. Zipperlen hasn't gotten any further updates. T. Adey said it's moving along. The policy analyst has reviewed the policy, and it will be distributed for feedback soon.		<b>ACTION: Ongoing</b>
<b>ACTION: EPA Assessment Working Group to discuss current e-clinic card process and provide update.</b> S. Reid to update in Phase report.		<b>ACTION: Ongoing</b>
<b>ACTION: K. Zipperlen will ask S. Pennell and his group about the use of more clinical decision-making questions on exams in Phases 1-3 and bring back to next meeting.</b> Keep on agenda for future review.		<b>ACTION: Defer to future meeting.</b>
<b>ACTION: K. Zipperlen to look at onboarding for new SAS members to ensure compliance with accreditation standards.</b> K. Zipperlen has been working on accreditation documentation.		<b>ACTION: Ongoing</b>



# Student Assessment Sub-Committee Minutes

Wednesday, June 23, 2021 4:00 pm  
via WebEx

<p><b>ACTION: K. Zipperlen to develop template for formative question explanation. Share with Phase leads and BMS to encourage and promote providing explanation for formative exam questions.</b></p> <p>K. Zipperlen has a sample question from NBME to show how to provide answers. M. Wahl said template was coming, and reminded that students can always email professors directly. V. Curran asked T. Adey about in-person exams for the fall, and T. Adey said there has been no update.</p>	<p><b>ACTION: Ongoing</b></p>
<p><b>1.2 SAS meeting schedule academic year 2021-2022</b></p> <p>Typically, there are no meetings in July and August, and issues arising will be discussed via email during these months. Meetings are resuming in September and will continue to be 4:00 pm on the fourth Wednesday of the month. H. Coombs said HSIMS isn't booking meeting rooms now so virtual meetings will probably continue.</p>	
<p><b>1.3 Exam administration fall 2021</b></p> <p>S. Pennell said the Chief Risk Office has advised that, pending timely roll out of the vaccine, in-person exams should be back to normal in September where groups under 100 can go back into cohorts with no social distancing required. V. Curran said recommendation has to be made to COVID Task Force regarding in-person exams in the fall. S. Pennell said they have renewed Proctorio for another year to accommodate learners who may have some symptoms and need to stay off campus. Learners who are unable to write exams in-person can avail of the existing accommodations process through LWS.</p> <p><i>It was <b>MOVED</b> by V. Curran and <b>SECONDED</b> by E. Maxwell to recommend moving to writing in-person exams for the fall 2021. All were in favour, and the <b>MOTION CARRIED</b>.</i></p> <p>V. Curran will forward the recommendation to T. Adey to bring to Task Force.</p>	<p><b>ACTION: V. Curran will send recommendation for writing in-person exams for the fall of 2021 to T. Adey to bring to the COVID-19 Task Force.</b></p>
<p><b>2. Standing Items</b></p>	
<p><b><u>2.1 PHASE 1-4 ASSESSMENT UPDATES</u></b></p> <p><u>Phase 1:</u> P. Pike had no update today.</p> <p><u>Phase 2:</u> B. Thiessen said the upcoming block exam has brought higher levels of stress with regards to the number of reassessment requests. Learners suggested having an open-book exam or changing pass mark to 60% from 70% and wanted to know their marks going into exam. Neither option is feasible at this time; the exam will be administered as planned, no open book.</p> <p><u>Phase 3:</u> S. Drodge was not present to report. K. Zipperlen said Phase 3 is finishing research, Community Engagement and Phase 4 prep. No concerns were identified.</p> <p><u>Phase 4:</u> S. Reid updated on the comprehensive review meeting held last week and they are working through recommendations.</p> <p>S. Reid presented update from the EPA Assessment Working Group outlining goals of addressing learner and staff concerns and reviewing and evaluating EPA assessment process. Once all data has been collected and analyzed, they will highlight major</p>	

# Student Assessment Sub-Committee Minutes

Wednesday, June 23, 2021 4:00 pm  
via WebEx

problems/concerns, make recommendations and present this in a report to SAS. S. Pennell updated they have asked Resilient to remove over 500 accounts that have not been used since 2017, as well the new EPA 14 has been submitted to be added on August 16, and the new third reworded option has been submitted and will go live on August 16. V. Curran thanked K. Zipperlen, S. Reid and S. Pennell for all their work on this.

S. Reid updated on the changes to the NBME exam used in progress testing:  
- in an effort to avoid negatively affecting marks due to the change in the amount of social sciences content in the summative exam for the Class of 2022 final progress test they are bringing forward a motion to credit the Class of 2022 with the social sciences questions on the upcoming summative NBME exam in July. After discussion, K. Zipperlen will send USMLE Step 2 objectives to the M. Najafizada and Community Health faculty to see what is tested. S. Reid said their goal would be to move towards the LMCC Canadian-based exam.

*It was **MOVED** by S. Reid and **SECONDED** by E. Maxwell to credit the Class of 2022 with the social sciences questions on the upcoming summative NBME exam in July. All were in favour and the **MOTION CARRIED**.*

- for the upcoming Class of 2023, they are looking at ways to utilize the current exam that has the change of having 10 to 15% of social sciences content. At the last Phase 4 meeting, the motion to use Customized Assessment Services (CAS) for this exam was denied due to tight timelines and the heavy faculty involvement that would be required.

*It was **MOVED** by S. Reid and **SECONDED** by M. Najafizada to adopt the Customized Assessment Services (CAS) format for the NBME exam for the Class of 2024 in August 2022. All were in favour, and the **MOTION CARRIED**.*

## **2.2 STUDENT MATTERS**

Phase 1-3: E. Maxwell had nothing to report today.

Phase 4: C. Skanes was not present to update.

## **2.3 ASSESSMENT MONITORING AND EVALUATION**

### **2.3.1 Anatomy assessment proposal for Patient I course Class of 2025**

K. Zipperlen explained the proposal from J. Andronowsky to take assessment of anatomy out of theme exam and make it its own assessment. As this would be a change to the previously approved Anatomy assessment plan, it will require a vote by the committee.

M. Wahl said labs were not mandatory before, and the addition of the cadaver lab brings more opportunity for hands-on learning making learners better prepared for clinical skills. J. Andronowsky has experience and expertise in this field. V. Curran offered the use of virtual reality headsets and the 360 degree camera, and M. Wahl said they now have a virtual dissection table. M. Wahl said it is a good time to place higher emphasis on labs.

**ACTION: K. Zipperlen will circulate USMLE Step 2 objectives to M. Najafizada and colleagues to see what is tested.**



# Student Assessment Sub-Committee Minutes

Wednesday, June 23, 2021 4:00 pm  
via WebEx

<p><i>It was <b>MOVED</b> by P. Pike and <b>SECONDED</b> by M. Wahl to approve the proposed changes to the Anatomy assessment for the Patient I course for the Class of 2025. All were in favour, and the <b>MOTION CARRIED</b>.</i></p> <p>E. Maxwell said she thinks this is a better way to learn the course, but she is worried about learners being overwhelmed in Phase 1, and M. Wahl said they are looking at how it is being taught to make it easier to learn.</p> <p><b>2.3.2 Professionalism addition for Physician Competencies IV Class of 2023</b> K. Zipperlen explained the proposal from S. Atkinson to add Professionalism and Practice module to the curriculum and assessment plan, which was recommended by the Culture of Excellence team.</p> <p><i>It was <b>MOVED</b> by S. Reid and <b>SECONDED</b> by M. Wahl to approve the addition of the Professionalism and Practice module to Physician Competencies IV for the Class of 2023. All were in favour, and the <b>MOTION CARRIED</b>.</i></p> <p><b>2.3.3 Accreditation monitoring report Class of 2021</b> K. Zipperlen presented and explained this report and how COVID has affected the relevant Elements of accreditation. V. Curran will present the report at next UGMS meeting.</p> <p><b>2.3.4 Exam blueprints Phase 2 and 3</b> K. Zipperlen presented Phase 3 blueprint highlighting good representation overall with 5 sessions having insufficient questions, and one session without any questions. H. Coombs said they talked at PESC last week about tracking faculty who consistently fail to submit questions, and they are looking at feeding this information back to Discipline Chairs. V. Curran suggested reaching out to T. Pittman in Faculty Affairs.</p> <p>Phase 2 blueprint shows that all sessions were appropriately represented on the exam except for the session on the Approach to Bone Tumors that only had one question from a previous open-book exam.</p>	
<b>3. New Business</b>	
<b>3.1 Class of 2022 final progress test scoring</b> Discussed above in 2.1.	
<b>3.2 Update on use of Customized Assessment Services for progress testing</b> Discussed above in 2.1.	
Next Meeting	TBD
5:34 pm adjourned	