

UGMS Committee

Minutes

DATE & TIME: Wednesday, February 6, 2008 at 4:00 p.m.

PLACE: Professional Development and Conferencing Services Boardroom

PRESENT: Ms. L. Glynn (Chair), Drs. N. Bandrauk, G. Farrell, D. Allison, A. Dorward, S. Moffatt, D. MacPhee, A. Goodridge, J. Kibble, Mr. G. Beckett, Ms. S. Ackerman and Mr. J. Thorburn (Student Representative)

APOLOGIES: Dr. S. Shah, Ms. E. Hillman and Mr. A. Kennedy (Student Representative)

Agenda Additions

There were no agenda additions at this time.

Review of Minutes of January 9, 2008

BANDRAUK/FARRELL

THAT the minutes be approved as circulated.

CARRIED

Review of Minutes of January 16, 2008

Page 2, fourth paragraph, the first sentence should read "...regarding the patient/physician relationship *and patient centered clinical method as key elements.*"

BANDRAUK/FARRELL

THAT the minutes be approved as amended.

CARRIED

Business Arising

There was no business arising noted.

New Business

LCME Standard MS-31-A

Members were asked to direct their attention to the annotation at the bottom of the agenda which includes the new wording for the standard. In addition to the code of conduct, the following changes must be made:

- We must define the professional attributes we wish students to develop in the context of the school's mission and the community in which it operates.
- We need suitable mechanisms available to identify and promptly correct recurring violations of professional standards.
- We must regularly assess the learning environment to identify positive and negative influences on the maintenance of professional standards and conduct, and develop appropriate strategies to enhance the positive and mitigate the negative influences.

Ms. Glynn noted that she has had some preliminary discussion with Michele Neary who is the new student wellness consultant in the Student Affairs Office. Ms. Glynn will meet with Ms. Neary on Friday to discuss possibilities for a committee to deal with this matter.

After some further discussion, it was agreed that Ms. Glynn would deal with this matter and report back at the next meeting.

Curriculum Proposal Policy

Members were advised that Drs. Tabrizchi and Neuman had recently presented a review of the pharmacology content in the medical school curriculum to the Pre-Clerkship and the Clerkship Committees. They are proposing the addition of three additional hours to the pre-clerkship curriculum – one hour to Basic Science of Medicine I and two hours to Integrated Study of Disease II. The Pre-Clerkship Committee felt that this was a good idea and Dr. Tabrizchi was advised that the matter would have to be brought to UGMS Committee.

It was suggested if faculty have to adhere to the terms as outlined in the policy for changes to the curriculum, these types of things that would be good for the curriculum may not occur. The amount of work involved for such a minor change that would not require the use of additional white space would be considered to be too much and faculty may tend not to go ahead.

At this point a copy of the proposal was circulated to members for their review. It was noted that this was a similar situation that Dr. Farrell presented at the last meeting and members felt at that time that the detailed proposal was not necessary.

It was reiterated that if a request requires a policy change or impacts on a policy of this Committee, then it should be reviewed at this level. However, if the hours are already available, it does not change policy and there are no other issues, the request should be okay.

After further discussion there was general agreement that the proposal should be permitted to go ahead. However it was pointed out that the wording of the policy should be reviewed to ensure that this decision isn't going against it. Thought should also be given to changing the policy to reflect the fact that minor changes don't necessarily require faculty to provide detailed information. Ms. Glynn and Dr. Farrell will meet to review the wording and it will be discussed at the next meeting. The suggestion was also made that all changes should be tracked in some way.

Dr. Tabrizchi and Dr. Neuman will be notified that they may proceed because the change is insignificant enough that it will not impact scheduling. They will also be requested to forward to Ms. Glynn, the content outline for the extra three hours.

Pandemic Policy

The draft of the pandemic policy was reviewed and the following questions were raised:

- How would we deal with students who have been exposed?
- Should this policy contain the MUN vaccination status policy?
- Should universal precautions be included with regards to how students can protect themselves?
- How does the committee determine what would be considered a risk, and where do we draw the line?

The following changes were also suggested:

- Option D would become option A and option C would become option B.
- Option A would be removed.
- The statement "Students are in an educational role and should not be involved in clinical activities that go beyond the roles performed in the normal clinical environment" would be moved to the new option A.
- The word "education" should be removed from the new option B.

After some further discussion, members felt that option C would be the most suitable for the purposes of the medical school. Members agreed to e-mail their comments to Mr. Beckett who would then meet with Dr. Bandrauk to develop another draft for review at the next meeting.

Summative Assessment Policy

A copy of the policy was provided for members to review and Dr. Kibble reviewed key points using a Powerpoint presentation.

It was felt that in order for this to work well, good support would be required, and as a senior committee, this Committee should make a strong advocate to deal with any administration issues. As well, attention needs to be given to the questions that are currently in the questions bank. A template should be used to ensure that when a question is changed, the old one is taken out of the bank so that it isn't used again in error.

Members were informed that there is currently a recommendation from the Subcommittee for Student Assessment for further staff support including someone with a masters degree. As well, it was noted that there are some issues in the Undergraduate Office and something needs to be done to support the staff. They should only be asked to do what they are being paid to do or find some way to compensate them for what they are actually doing.

After some further discussion, members agreed to review the document in detail for possible discussion at the next meeting.

Student Wellness Policy

Dr. Moffatt advised that he had made the changes to the document as noted at the last meeting.

After some discussion it was felt that the name of the policy should be changed to Involuntary Withdrawal of the Unwell Student Policy. Additionally, it was noted that students would prefer a committee of three people to make the final decisions and it was agreed that this could be the Management Team which includes the assistant dean, the pre-clerkship chair and the clerkship chair.

DORWARD/ALLISON

THAT the policy would be approved as amended.

CARRIED

Adjournment

There being no further business, the meeting was adjourned.

Ms. L. Glynn
Chair

LG/mjm