

UGMS Committee

Minutes

DATE & TIME: Wednesday, September 17, 2008 at 4:00 p.m.

PLACE: Professional Development and Conferencing Services Boardroom

PRESENT: Ms. L. Glynn (Chair), Drs. T. Adey, C. Donovan, J. Kibble, D. Boone, G. Farrell, A. Dorward, M. Wells, N. Bandrauk, A. Goodridge, S. Shah, Mr. G. Beckett, Ms. E. Hillman and Ms. S. Ackerman

APOLOGIES: James Thorburn (Student Representative)

Review of Minutes of June 4, 2008

The minutes were approved as circulated.

Ms. Glynn will contact Mr. Kennedy, past student representative, to inquire if he had informed students about reporting when lecturers do not report for their lectures.

Business Arising

Voting by Ex-Officio Members

Members were reminded that because there had been problems getting a quorum in the past, it had been suggested that a possible solution to this would be to permit ex-officio members to vote. This matter had been taken to Faculty Council at the June meeting however they would like this Committee to have further discussion regarding this issue and the possibility of conflict of interest if ex-officio is permitted to vote. If the Committee decides to pursue this, then a notice of motion should be brought forth at a future Faculty Council meeting. This matter will be discussed again at the next meeting.

Needs Assessment Group (IPE)

It was noted that this group has not met yet. Ms. Glynn will contact members who are interested in participating in an attempt to organize a meeting. It was also noted that the CIHC has begun a project to identify interprofessional curricular objectives.

Education During Hazards Policy

It was noted that this policy has been approved via electronic vote and the issue can now be taken to Faculty Council.

Future Meetings

Ms. Glynn advised that due to the increasing number of issues that would have to be dealt with in the upcoming weeks, this Committee would have to meet twice each month instead of once. Ms. Moss will arrange this and notify members.

New Business

Manager, Health Education Technology and Learning

Members were informed that a new position, Manager of Health Education Technology and Learning, has been added to the HSIMS Office and has been filled by Steve Pennell. It has been suggested that he should be an ex-officio member of this Committee.

After some discussion, members agreed to add this position as ex-officio and the matter will now be taken to Faculty Council in order to change the terms of reference.

Design and Governance Structure for Revised Curriculum

The proposed curriculum design and curriculum map was reviewed along with the cases that were developed at the retreat. Members were reminded that the proposed governance structure along with other information was available on the MELT website which could be accessed any time.

Discussion ensued and the following points were noted:

- The proposed curriculum design is not problem based learning but is case based.
- Two other review groups (Student Assessment and Pedagogy) have submitted a report and recommendations to the MELT team. These reports will be considered by the UGMS committee at a later date.
- Ensuring that curricular objectives are being met is a function of the objectives database, which will not be affected by the revised curriculum.
- The current curriculum is unlikely to pass the next accreditation and therefore, it is essential that an acceptable change be made as soon as possible.

After some discussion some members felt that further information should be provided to their respective groups to ensure everyone is clear on what the changes will entail, etc. before the representatives would feel they could vote to support this change on behalf of their groups. It was suggested that members of MELT should meet with the various groups over the next two weeks in order to provide further information and to answer any questions and the matter could be brought to the next meeting for a vote.

It was agreed that the vote would be tabled until the next meeting. Discussion on governance was also deferred to the next meeting. Ms. Glynn clarified that the committee was voting on the conceptual design, and not on instructional delivery or assessment.

Protected Time Policy (Case Room Visits)

Members were advised that Dr. Sarah Healey, chair of the Women's Health course in pre-clerkship, has made a request for deviation from the protected time policy. In the past the Women's Health course required mandatory case room visits which occurred in the evening but these have now been lost due to the policy. Dr. Healey is requesting a permanent deviation from this policy in order to add the visits back into the curriculum. The case room visit is one per student and thus will only involve one evening per student.

It was agreed that the deviation would be allowed on a permanent basis.

Anatomy Course

Members were advised that currently Dr. Chandra is only one person available to teach the Anatomy course in the first year of pre-clerkship. Dr. Harris feels it would be a conflict of interest for her to teach given the fact that she is the current Officer for Student Affairs.

Committee members expressed their dissatisfaction with the issue, pointing to the fact that an entire area of the curriculum is left on the shoulders of one person. It was also questioned whether or not a faculty member could refuse to teach. Finally, it was suggested that Dr. Harris teach anatomy while alternate arrangements were made for student evaluations in that class. After some discussion it was agreed that Ms. Glynn would send a letter regarding this matter to Dr. Farrell, who will be meeting with the Dean and will discuss this issue with him.

Student Transfers

Dr. Farrell advised that students requesting transfers into this medical school has not been an issue in the past because there were only one or two requests per year, however, this has now escalated to a request every two weeks. Because of the volume of requests, Dr. Farrell felt that a formal policy should be developed to deal with transfer requests.

After some discussion it was agreed that Dr. Farrell and Ms. Glynn would work on a draft of a policy to present at a future meeting.

Adjournment

There being no further business, the meeting adjourned at 5:25 pm.

Ms. L. Glynn
Chair

/mjm