



Phase 2 Management Team Minutes

Tuesday, October 17, 2023

4:00 p.m.

Webex

Attendees: Amanda Fowler (Chair), David Stokes, Alison Haynes, Maria Goodridge, Jennifer Leonard, Katrin Zipperlen, Brian Kerr, Heidi Coombs, Sajid Khayer, Zachary Porter, Tara Snelgrove, Delphine Grynszpan, James Quinlan, Michelle Simms

Regrets: Carla Peddle, Riley Moores

Recorded by: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome		
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflicts	
Review and approval of prior minutes - Review of action items from previous meeting	- Motion to approve June minutes: Amanda Fowler - Seconded by: Tara Snelgrove - All in favour	
1. Business Arising	-	
2. Assessment	Assessment Plans 2024	Tara Snelgrove/Fowler

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	<ul style="list-style-type: none"> - The assessment plans for 6750: Patient II are the same as last year with 5 MCQ exams. - New: If learners have recurrent reassessments or fail a reassessment, they are required to meet with the Phase lead. - The anatomy portfolio consists of 1 practical exam and 2 group presentations. - Course Assessment Reports were reviewed, and though the response rate is low, learners tend to identify difficulty with the number of assessments in Theme 4 & 5. - Tara Snelgrove will present to SAS and discuss options of changing the current Bell Ringer to a group presentation, and evaluation of the Anatomy Portfolio of Patient II (12 % of assessment) for discussion 	
3. PESC	<ul style="list-style-type: none"> - Course Evaluation reports were reviewed in detail - Response rates are low - Several areas that were lowly rated will be addressed in a targeted feedback survey to be distributed to students - 	H Coombs/Fowler
4. Curriculum Lead	<ul style="list-style-type: none"> - 	
5. Community Health	<ul style="list-style-type: none"> - The community group will look at the grading for the reflection essay, based upon feedback from the course evaluation reports 	D Grynszpan



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6. Research	-	
7. Physician Competencies	-	
8. Clinical Skills	<ul style="list-style-type: none"> - Communication skills facilitators from Phase 1 will now facilitate sessions in phase 2. <p>Motion for Phase 1 clinical skills facilitators to continue with the same groups in Phase 2: M. Goodridge Seconded by: Delphine Grynszpan</p>	
9. ILS	- No update.	
9. Student Issues	<ul style="list-style-type: none"> - The objectives for the Abdominal lecture after the lab doesn't correspond with what the instructor teaches. - The learners want to see the Phase 2 schedule. 	
10. New Business - update	-	
11. Next Meeting	TBD 5:45 move to adjourn: A. Fowler	

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