



## Phase 3 Management Team Minutes

Wednesday, February 1, 2023

4:00 p.m.

Webex

Attendees: Jasbir Gill, chair, James Quinlan, Katrin Zipperlen, Michelle Simms, Suzanne Drodge, Jerry McGrath, Jinelle Ramlackansingh, Katie Bonner, Alex Darmonkow, Heidi Coombs, Taryn Hearn, Carla Peddle, Brian Kerr

Guest: Steve Pennell, HSIMS

Regrets: Alison Haynes, David Stokes, Rick Audas

Recorded by: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome		Jasbir Gill
Agenda review <ul style="list-style-type: none"><li>- Review for Conflict of Interest</li><li>- Confirmation of Agenda</li></ul>		Jasbir Gill
Review and approval of prior minutes – Review of action items from previous meeting		Jasbir Gill
1. Assessment Working Group ChatGPT	<ul style="list-style-type: none"><li>- Mr. Pennell suggested getting a AI ChatGPT (Chat Generative Pre-trained Transformer) account. ChatGPT is a program that can answer questions.</li><li>- Do not input any personal information. Conversations may be reviewed.</li></ul>	Suzanne Drodge/ Katrin Zipperlen

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	<ul style="list-style-type: none"> <li>- It can generate essays. Can generate potential research questions.</li> <li>- Reach out to Steve Pennell if you have any questions.</li> </ul>	
2. Curriculum Lead Minor change	<ul style="list-style-type: none"> <li>- Radiology group course has minor objectives updates.</li> </ul>	Brian Kerr
3. PESC	<ul style="list-style-type: none"> <li>- Reports from the last meeting have been reviewed. So far, there are only four responses from the block survey.</li> <li>- Learners: some sessions should be mandatory, such as Community Health sessions. Attendance is low.</li> <li>- There are no consequences for missing mandatory sessions.</li> <li>- One option to improve attendance is to have a deliverable at the end.</li> </ul>	Heidi Coombs/ Jasbir Gill
4. Clinical Skills	<ul style="list-style-type: none"> <li>- No report</li> </ul>	Debra Bergstrom
5. ILS	<ul style="list-style-type: none"> <li>- Yesterday's ILS session went really well.</li> <li>- Students were engaged.</li> <li>- There is another ILS session in two weeks. Dr. Peter Daley will be attending.</li> </ul>	Jerry McGrath
6. Research Curriculum Group	<ul style="list-style-type: none"> <li>- A form will be sent out to the class for updates on their research.</li> <li>- There is still no Research Lead.</li> <li>- Dr. Costello and Dr. Hierlihy can be contacted if learners have any questions.</li> </ul>	Michelle Simms

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7. Community Health & Faculty Issues	<ul style="list-style-type: none"><li>- No concerns</li></ul>	Rick Audas
8. Physician Competencies	<ul style="list-style-type: none"><li>- There are two sessions for Peer assessments. Groups are the same.</li><li>- ILS has 10 people per groups. Clinical skills has four people per group.</li></ul>	James Quinlan
9. Learner Issues	<ul style="list-style-type: none"><li>- Block feedback is good. The survey is open a little longer. Suggestions to improve are welcome.</li></ul>	Alex Darmonkow Katie Bonner
10. Accreditation Updates	<ul style="list-style-type: none"><li>- The quarterly meeting will occur soon.</li><li>- There have been many changes in the documentation.</li><li>- You may be asked to do something.</li></ul>	Brian Kerr Taryn Hearn
11. Next meeting	March 1, 2023	

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