



Phase 3 Management Team Minutes

Wednesday, June 7, 2023

4:00 p.m.

Webex

Attendees: Jasbir Gill, chair, Katrin Zipperlen, Katie Bonner, David Stokes, Heidi Coombs, Brian Kerr, Rick Audas, Debra Bergstrom, James Quinlan, Michelle Simms, Chris Earle

Regrets: Jerry McGrath, Jinelle Ramlackansingh, Alison Haynes, Carla Peddle, Alex Darmonkow, Suzanne Drodge

Recorded by: Vivian Whelan

| Topic | Details | Action Items and person responsible |
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| Introduction and Welcome | | Jasbir Gill |
| Agenda review - Review for Conflict of Interest - Confirmation of Agenda | No conflicts | Jasbir Gill |
| Review and approval of prior minutes – Review of action items from previous meeting | Motion to approved agenda and minutes: Rick Audas Seconded by: Katie Bonner All in favour | Jasbir Gill |
| 1. Assessment Working Group | - Some faculty are late responding or not sending new questions. | Suzanne Drodge/ Katrin Zipperlen |
| 2. Curriculum Lead Minor change | Three major curriculum changes: - Motion to move Social Media from Phase 1 to Phase 3: Brian Kerr Move to support: Rick Audas Seconded by: Katie Bonner | |

Our Vision: Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.

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| | <p>All in favour.</p> <ul style="list-style-type: none"> - Motion to remove Fetal Development lecture: David Stokes Move to support: Rick Audas Seconded by: Debra Bergstrom All in favour The Phase 4 team are in approval of the move. | |
| 3. PESC | <ul style="list-style-type: none"> - A QI survey was not administered for the last block. Writing recommendations over the summer. - | Heidi Coombs/ Jasbir Gill |
| 4. Clinical Skills | <ul style="list-style-type: none"> - No updates | Debra Bergstrom |
| 5. ILS | <ul style="list-style-type: none"> - No report. One ILS left. | Jerry McGrath |
| 6. Research Curriculum Group | <ul style="list-style-type: none"> - Research Day is next week. There have been a couple of deferrals. | Michelle Simms Chris Earle |
| 7. Community Health & Faculty Issues | <ul style="list-style-type: none"> - No updates | Rick Audas |
| 8. Physician Competencies | <ul style="list-style-type: none"> - No updates. Contact the UCL when there are curriculum changes involving Physician Competencies. | James Quinlan |
| 9. Learner Issues | <ul style="list-style-type: none"> - The Burns lecture was never rescheduled. The students would like slides to be posted. COS to discuss. | Alex Darmonkow Katie Bonner |
| 10. Accreditation Updates | <ul style="list-style-type: none"> - Jasbir Gill is now involved with accreditation, replacing Taryn Hearn. - The follow up report is due in 2024. | Brian Kerr |



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| 11. New business | - Jasbir Gill thanked everyone. This is her last Phase 3 meeting as the Phase 3 lead. | |
| 12. Next meeting | TBD | |