



## Phase 3 Management Team Minutes

Wednesday, April 5, 2023

4:00 p.m.

Webex

Attendees: Jasbir Gill, chair, Christopher Earle, Katrin Zipperlen, Alex Darmonkow, David Stokes, Katie Bonner, Heidi Coombs, Suzanne Drodge, Rick Audas, Michelle Simms, James Quinlan, Debra Bergstrom, Jinelle Ramlackhansingh

Regrets: Jerry McGrath, Brian Kerr, Alison Haynes, Carla Peddle, Taryn Hearn

Recorded by: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome	Welcomed Dr. Christopher Earle to the team as the Research Lead.	Jasbir Gill
Agenda review - Review for Conflict of Interest - Confirmation of Agenda		Jasbir Gill
Review and approval of prior minutes – Review of action items from previous meeting	Motion to approved agenda and minutes: James Quinlan Seconded by: Chris Earle/Rick Audas All in favour	Jasbir Gill
1. Assessment Working Group	<ul style="list-style-type: none"> <li>- There is a new member on the working group, Lesley Butler.</li> <li>- There were concerns for the last exam with receiving late questions. Communication needs to be streamlined. To be discussed at SAS.</li> <li>- The assessment plan for 2023/24 will be the same. Added that artificial intelligence tools will be not accepted.</li> </ul>	Suzanne Drodge/ Katrin Zipperlen

***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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	<ul style="list-style-type: none"> <li>- Reassessment dates and exam weighting is to be determined.</li> <li>- Clinical skills will have the same assessment methods.</li> <li>- Assessment and OSCE dates are to be determined.</li> <li>- Added the artificial intelligence tools will not be accepted.</li> <li>- There are no changes for Physician Competencies assessment.</li> <li>- Added the artificial intelligence tools will not be accepted.</li> <li>- Proposed changes to peer assessment from 2 iterations to 1 iterations using the HELM groups.</li> <li>- There are no assessments in Phase 4 Prep. It is mostly workshops.</li> <li>- Add achievement requirements for each course.</li> <li>- The assessment methods for Community Engagement is to be determined.</li> <li>- Added the artificial intelligence tools will not be accepted.</li> </ul>	
2. Curriculum Lead Minor change	<p>Two minor changes:</p> <ul style="list-style-type: none"> <li>- Add objectives to Health and Wellness.</li> </ul>	

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	<ul style="list-style-type: none"> <li>- Change in teaching and learning methods to the Cognitive Impairment session to case based.</li> </ul> <p>Two major changes:</p> <ul style="list-style-type: none"> <li>- Motion to reduce Falls and Gait Disturbance from two hours to one hour. Objectives are the same. Add one hour to the Falls and Gait disturbance case based learning. Motion to support and bring to UGMS: James Quinlan Seconded by: Katie Bonner All in favour</li> <li>- Motion to added Sterile Field in mandatory procedures workshop in Phase 4 Prep. Don't have quorum to agree. Motion to support and bring to UGMS: Christopher Earle. Seconded by: Rick Audas All in favour.</li> </ul>	
3. PESC	<ul style="list-style-type: none"> <li>- Going well - Lectures are sequenced well.</li> <li>- Not going well – Last minute schedule changes, pre-recorded lectures, no show instructor, slides not on D2L.</li> <li>- Want more case based learning.</li> <li>- The Dean is starting a team of how to give feedback.</li> </ul>	Heidi Coombs/ Jasbir Gill
4. Clinical Skills	<ul style="list-style-type: none"> <li>- Nothing new. Good feedback for Trauma and Survivorship.</li> </ul>	Debra Bergstrom
5. ILS	<ul style="list-style-type: none"> <li>- No report</li> </ul>	Jerry McGrath



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6. Research Curriculum Group	- The research blocks start on May 15. Going well.	Christopher Earle Michelle Simms
7. Community Health & Faculty Issues	- Ongoing discussion regarding low attendance.	Rick Audas
8. Physician Competencies	- Assessment change has been approved by SAS.	James Quinlan
9. Learner Issues	- As discussed above. - The Burns lecture has not been rescheduled.	Alex Darmonkow Katie Bonner
10. Accreditation Updates	- No report	Brian Kerr Taryn Hearn
11. Next meeting	June 7, 2023 Motion to adjourn: Rick Audas Seconded by: James Quinlan All in favour.	