



Phase 3 Management Team Minutes

Wednesday, Sept 7, 2022

4:00 p.m.

Webex

Attendees: Jasbir Gill, chair, Alex Darmonkow, Katie Bonner, Rick Audas, Rod Russell, Jerry McGrath, Katrin Zipperlen, Suzanne Drodge, Heidi Coombs, Carla Peddle, David Stokes, Michelle Simms, Taryn Hearn, Debra Bergstrom

Regrets: Alison Haynes, Brian Kerr

Recorded by: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome	New Phase 3 learner reps were welcomed and introduced: Katie Bonner and Alex Darmonkow	Jasbir Gill
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflict and no additions Motion to accept: Rick Audas Seconded by: Rod Russell	Jasbir Gill
Review and approval of prior minutes – Review of action items from previous meeting	Motion to approve June minutes: Debra Bergstrom Seconded by: Jasbir Gill	Jasbir Gill
1. Assessment Working Group	There are no concerns with the process of obtaining questions. The assessment method for the Community Engagement exam has changed from MCQ to an assignment.	Suzanne Drodge/ Katrin Zipperlen
2. Curriculum Lead	Presented by David Stokes. A minor change, reviewed by COS, was brought forward. There is a	Alison Haynes

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>proposed name change for Psychiatry clinical skills and rewording of objectives. COS will bring this to UGMS.</p>	
<p>3. PESC Reports</p>	<p>Patient III – Response rate was 8%. There has been improvement since COVID. The course overall mean was 4.3. Reminder to learners to remind classmates to respond with what works well or not. Course evaluations are relied upon. Maybe implement evaluations more often in Phase 3.</p> <p>Clinical Skills III – Response rate was 8%. There are more items on the form. Overall score was down a little to 4.2. Learning environment was 4.6. Delivery during COVID was 4.0.</p> <p>Physician Competencies III – Overall mean was 4.3. Peer assessment – 3.3 Course overall – 4.3</p> <p>Community Engagement III – Received 4.4 overall Content delivery went up. Black bag handbook – 3.6 Community placement – 4.6 and 4.7</p> <p>Phase 4 Prep – Response rate 14%. Scored 4.0</p>	<p>Heidi Coombs/ Jasbir Gill</p>



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	<p>Course overall – 4.0 Workshops – 4.3</p> <p>All evaluation forms were sent out at the same time at the end of the year. Look at staggering throughout the year.</p> <p>Response rates have declined over the past 8-9 years. The schedules are more stabilized now. Feedback is needed for accreditation. Students would like examples of changes that were implemented based on feedback.</p>	
4. Clinical Skills	<p>No report. Debra Bergstrom is covering for Maria Goodridge this fall. Remind learners to try not to take leave during clinical skills. Changes may happen due to COVID. Some Peds sessions may be scheduled 3:30 – 5:00.</p>	Debra Bergstrom
5. ILS	<p>Tutors are in place for the fall. Steve Shorlin has accepted a different role for the next year. This role is instrumental to ILS. The position has been advertised. The first ILS session is on October 18.</p> <p>Some leave requests have been received for ILS on November 14. There is no plan for virtual learning at the moment. Maybe the absent learners can complete an essay in lieu of missing ILS. Absenteeism and makeup for ILS should be discussed with all three Phases so that there is consistency.</p>	Jerry McGrath



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6. Research Curriculum Group	Nothing to report	Rod Russell Michelle Simms
7. Community Health & Faculty Issues	Nothing to report	Rick Audas
8. Physician Competencies	Looking for a Physician Competencies lead. The position is currently vacant.	
9. Learner Issues	<p>With regard to recording, it is up to faculty. There are tech reps who can help and remind faculty to record. Tech reps are overwhelmed with requests from classmates. There is currently no live streaming. Live streaming will depend on Public Health protocols and COVID.</p> <p>QI session were temporary last year. Towards the end of the year, they were poorly attended.</p>	Alex Darmonkow Katie Bonner
10. Accreditation Updates	The accreditation report is done and gone to CACCMS.	Brian Kerr Taryn Hearn
11. Next meeting	<p>Oct 5, 2022</p> <p>Move to adjourn: Jasbir Gill</p> <p>Adjourned at</p>	