

Phase 1 Management Team
December 1, 2016
1600- 1730
M2M240
Minutes

Present: Amanda Pendergast, David Stokes, Carla Peddle, Diana Deacon, Katrin Zipperlen, Rebecca O'Leary, Jinelle Ramlackinsingh, Maria Goodridge, Vivian Whelan, Akshay Sathya, MacKenzie Turpin, Steve Darcy, Jon Church, Pam Pike, Don McKay

Regrets: Catherine Mah, Laura Gillespie

1.0. Review/Approval of Agenda

2.0. Review/Approval minutes from October 27, 2016

No changes

Motion to accept: Maria Goodridge

2nd: MacKenzie Turpin

All in favour.

3.0. Business Arising

4.0. Standing Items – Course Reports

4.1. Healthy Person

- The last Summative assessment before the break is on December 12. The blueprints for the last two exams were reviewed. All topics were covered.
- Students enjoy having multiple tutors. They were happy with the blood pressure lab but suggested to have more than one partner. They enjoyed the anatomy labs. The radiology resident was good. They were happy to have Mental Health inclusion in the Healthy aging sessions.
- The radiology resident and the radiologist were excellent.

4.2. Community Engagement

- The Community Engagement exam is ready
- The exam is on Monday, December 5, 2016. The class has received the formative questions. There were less formative questions than we'd like to have.
- Early clinical experience has finished. One student has to be placed. The debrief is next week.

4.3. Clinical Skills

- The Summative assessment has been given. The course evaluation will be out soon.

4.4. Integrated Learning Sessions

- There are no concerns. Faculty enjoy it. The format changed – less focus on medical expert role and more focus on other roles. They received a session on ILS assignments from Dr. Kenny but would like to have received an example. Some didn't receive notes on assignment. The ILS assignments were really good.

4.5. Physician Competencies

- Research curriculum is ending soon. One concern with one student has been resolved. Information has been sent out to students. Students feel that a block of research time would work better. There is a block in Phase 2. The research project is due on December 12. Deliverables are due on December 9.
- Poster feedback is the same. A lot of mentors didn't give great feedback. It was suggested that the mentors give the students some constructive feedback about the poster style.
- A lot of written assignments are due at the end of Phase 1. Some are based on independent learning sessions. Suggested to spread them out and have them due earlier. Would like to have the PLC and the Patient Safety shifted around.
- If any of the students want their poster to be looked at beforehand, they can go see someone in HSIMS.

4.6. Evaluation/quality Improvement

- Faculty evaluations are all under control. The end of course evaluations will be going out at the end of the course. Clinical skills will have it done before the break. The other three courses will have the evaluation open over the break and into the new year. The last QI session is next week after ILS. Pushpa is administering a survey that day. Students can send their information to Gerona before the QI session. The number of QI sessions have been reduced, which seems to be working out.

4.7. Student Issues – Discussion

- Students aren't happy with the community engagement exam. It is a new assessment. Students were told that the formative assessment deadline was November 5 but they received it three weeks later and it was only 11 questions. They expected more questions. They felt the questions were subjective. Can they have short answer questions instead of MCQ? Students don't know what to study, they have no background. Dr. Mah is trying to have questions that would reflect MCC exam. If there is a reassessment, the students asked if there could be an assignment instead. The questions were written by multiple faculty. Hofstee will be employed.
- It was suggested to have a reflection after each community engagement lecture. The students enjoy the community engagement sessions. Part of the reason that there is an exam instead of reflections is because of attendance and there were many small reflections.
- The exam will be reviewed the same as other exams. Problematic questions will go back to Dr. Mah. The students were encouraged to fill out challenge cards if they felt a question is unfair. A lot of work went into having this exam.
- It was suggested to have a session on MCQ exams. MCC and the National Board Medical Examiners in the United States always instruct students to answer the one best answer. Many of their questions will have five correct answers.

4.8. Faculty Issues - Discussion

- The equipment is now in place for recording lectures. Dr. McKay is working on it. There are 16 projects ahead of us. Dr. McKay asked that both classes formalize a discussion and email to him requesting recorded lectures. It will be an opt-in system. HSIMS will be notified when a recording is done. Faculty will inform HSIMS within 24-48 hours. The main console and voice will be recorded. It can also be prerecorded. There are two tech rep students to make sure start/stop button is used properly. The button is lit when it is recording. Instructions will be included. Only the class will have access to the recordings

and with two passwords to get there. All live lectures will be deleted during the summer. HSIMS has done what they can now we are waiting on ITS.

- HSIMS will review the recording before it is released. If a recording is done by mistake, it will be either edited or deleted.

5.0. New Business

5.1. Other

6.0 Date Next Meeting: December 22, 2016