

Phase 1 Management Team
March 26, 2015
1600- 1730
M2M240
Minutes

Present:

Victor Maddalena, Amanda Pendergast, Gary Paterno, Cathy Donovan, Cassandra Hawco, Cecily Stockley, Diana Deacon, Gerona McGrath, David Stokes, Carla Peddle, Vivian Whelan

1.0. Review/Approval of Agenda

Agenda approved with addition of Teaching/Learning opportunities - money.

2.0. Review/Approval minutes from January 22, 2015

Minutes approved.

3.0. Business Arising

4.0. Standing Items

4.1. Quality Improvement – Report

- There was a final QI on February 6 with the students. This was a separate session from ILS and students were invited to attend. A total of 28 students attended.
- In terms of what went well, the responsiveness of the Management Team is always addressed. The time that they spend in the communities during their rural placement was excellent.
- UGME and Student Affairs were reference as helping to facilitate the student experience.
- In terms of areas for improvement, there were a lot of suggestions related to Special Projects/Independent Projects. This is currently being addressed through the Quality review in preparation of the next Phase 1.
- One area of difficulty is in regard to assessments and assignments. There are a high number of small assignments that are time consuming.
- There are a lot of Clinical Skills not aligning with course material. In the future, it will align better.
- The new proposal for Independent Projects was approved by UGMS. With the new proposal for Special Projects, students will learn a different dimension of the research process through all four Phases. Faculty will be mentors. The projects won't be Faculty driven, they'll be all student identified. Projects will be smaller.

Action: Victor will send the new proposal to the Team.

- There is a working group that is looking at guidelines for the length and type of assessments and assignments.
- Students would like anatomy to be more spread out. This was brought to PESC and UGMS. MELT would like more anatomy in Phase 1. They met with the Anatomists and adjustments were made to the amount of Anatomy in Phase 1.
- In one week there was 12 hours of anatomy in Phase 2.
- Biomedical staff need to know how much anatomy has been taught.
- Gerona did a mid-point consultation with some of the Biomedical faculty members to get their sense of the impact it has on their teaching.
- The Biomedical faculty are going to expand each of the system sections to include a piece on terminology.

4.2. Student Issues – Discussion

- The biggest student issue is that there are only 6 hours of anatomy in Phase 1 but there is a lot in Phase 2.
- There will be 2 additional hours of anatomy added to Phase 1 – Anatomical Terminology and Specimens.
- Learning healthy heart now in Phase 2 which should be in Phase 1. They had 120 slides in one hour.
- Students felt underprepared for anatomy in Phase 2.
- Would like to see a more semester based curriculum.
- Any session that has a lot of content is to be flagged and looked at.
- Specific to the amount of content on slides and the number of slides, Gerona was asked by Dr. McKay to go through all of the QI results and all of the individual faculty member evaluations to seek out sessions with a lot of content. There was a long list that Gerona sent to Dr. McKay. There are between 90 and 120 slides being done in 50 minutes.

4.3. Faculty Issues – Discussion

- No issues.

5.0. **New Business**

5.1. Accreditation (update)

- Overall, it was positive.
- Some things will require a revisit since the whole curriculum Phase 1 – 4 hasn't been gone through yet.

5.2. End of Phase 1 2015 Review Process

- The course overall received 3.9. Last year it was 3.5.
- There were no items below 3.0.
- All reassessments will be mandatory. In the past, a student could fail 3 out of 4 blocks.
- It was questioned how many new questions should be on a reassessment. In the last Phase 2 reassessment, there were 40% new questions. Documents went to SAS for feedback. The guideline for the amount of new questions is 30%. The may be put into a policy.
- Special Projects received 3.7, last year it was 3.4.
- PLC rated 3.7.
- Community Engagement received 3.9, last year 3.6.
- Clinical Skills received 4.2, last year 4.3. It received positive feedback. Trying to align with the Healthy Person course.
- There are ongoing issues of getting students to fill out evaluation forms.
- During the accreditation visit, there had been only one Phase review completed.
- There will be course reviews done plus a Phase review. A part of that goes beyond the four courses evaluations and any comments that came out of the Quality Improvement sessions.
- The idea with the segment review is to get a more horizontal integration with the four courses within the Phase.
- The report will identify strengths and weaknesses and suggestions for improvement. This will go from PESC to Phase Lead, UGME, and UGMS for input.
- There is an assessment report currently being worked on.
- There needs to be a formal way of getting faculty feedback.
- Faculty need to know how the curriculum has changed and they need to be more engaged.

- A survey would be a good idea to receive faculty feedback. Gerona will send the survey to all tutors, including Clinical Skills tutors.

5.3. Teaching/Learning opportunities– money

- There will be \$1,000,000 available to MUN per year over the next 5 years for curriculum design, innovation, opportunities, infrastructure, etc.
- Guidelines will be available on March 30. There is an opportunity to apply for that money by the Biomedical faculty.
- The deadline is in April.
- There will be a meeting after the guidelines are released. Gary will invite Victor to the meeting.
- Histology would like to have \$20,000 to upgrade software.

5.4. Other

- Need ways to make Management Team more effective with curriculum.
- Initially the working groups focused on development but a lot of the development has occurred. Therefore, there may be no need for the working groups except Assessment working group.
- Structure Management Team to implement Phase 1. Need to involve other Phases for spiral curriculum.
- Phase 1 is the most developed Phase. The 3rd iteration is currently being worked on. Phase 2 is in its second version and still going through modification. Phase 3 is in its first iteration.
- Phase leads are meeting regularly.
- Juanita, who has provided tremendous leadership throughout the whole curriculum, will be leaving in June, which will leave a gap.
- Victor is going on sabbatical mid-April. The next Phase 1 meeting will be in August or September.
- The curriculum needs to be integrated across the Phases.
- Special Projects will be renamed to Physician Competencies and there will be Independent Projects within that.
- We need to look at how we start the process of vertical and horizontal integration across the phases.
- Steve Darcy will join the Phase 1 Management Team in the fall.
- The next Phase 1 will start on August 31, 2015.
- A draft schedule should be ready in a couple of weeks. Some faculty who teach across phases are asking to move content around from one phase to another. We'll do that if it can be accommodated. There has been consultation with faculty regarding that.
- Most faculty have content available.

Victor thanked everyone for that they've done.

6.0 Date Next Meeting: TBA