

Phase 1 Management Team
October 26, 2017
1600- 1730
M2M240
Minutes

Present: Amanda Pendergast, Maisam Najafizada, David Stokes, Sheldon Smith, Kaitlin Quinlan, Diana Deacon, Vivian Whelan, Jon Church, Pam Pike, Katrin Zipperlen, Laura Gillespie, Rebecca O'Leary, Don McKay, Maria Goodridge

Observer: Jinelle Ramlackinsingh

Regrets: Norah Duggan, Steve Darcy, Gerona McGrath

The new lead for Community Engagement, Maisam Najafizada was welcomed. Introductions were made around the table.

The Terms of Reference are going to be presented to UGMS.

1.0. Review/Approval of Agenda

Approved.

2.0. Review Minutes from September 28, 2017

Approved.

3.0. Standing Items

3.1. Healthy Person

3.1.1. ILS

- QI has improved. Course reps are taking care of specific things. A couple of students met with June Harris and expressed their concerns, things have improved with Anatomy. The students want to know what is testable.
- Some slides are hard to read because of the colours used. Vivian will remind faculty to use black on white.
- ILS this morning incorporated what was learned into the stems. Some things were not discussed. As things go on, ILS seems to make more sense.

3.2. Clinical Skills

3.2.1.

- No issues. The new transgender case went well.

3.3. Physician Competencies

3.3.1. Sessions-including biostats/epi

- The MCQ exam for Biostats/epidemiology is next week. The exam has been built. All questions have been reviewed.
- According to the students, the formative questions are too specific and challenging. Some faculty label their questions as formative or summative, but not all of them do it. If not, the assessment working group assign which questions are formative and summative. Questions can be matched to objectives. Formative should reflect the summative questions.

3.3.2. Research Curriculum

- Everybody has been matched to a mentor.

3.3.3. Leadership

- No issues.

3.4. Community Engagement

3.4.1. MCQ exam-assessment issues

- Questions from last year have been revised. The formative questions are on time for November 6. Matthew Downer is the rep for Community Engagement. He will contact Maisam Najafizada on behalf of the class. The students want to know where and how to focus their study for the exam. Last year students were given a lot of references which are broad. The questions are made from the references provided in the syllabus. *AFC Primer* is the book that students are required to read. Lectures are made from the references that are provided.

3.4.2. Early clinical experience

- Amanda Pendergast and Norah Duggan are working on matching preceptors with students and having challenges with getting preceptors. Almost all students have been matched. Amanda will ask Sarah to send the schedule to the students two weeks in advance. Some students have been given very little notice. When a student is given late notice and is unable to do it, they can say no.

3.5. Quality Improvement

3.5.1.

- The first QI was this morning. The students are happy that the anatomy labs are improving. Clinical skills is going well. They are concerned with having only three exams. The last block is big but the last exam is two weeks before the break. Exams were not scheduled near Monte Carlo. Two of the lectures will be examined in the last block exam instead of this one.
- What is not going well is the amount of content. There is more content in this block has opposed to the first block. There were concerns with IPE. The concern was about the interprofessional group and it being so early in the curriculum and not understanding a physician role vs. a pharmacist role, etc. Amanda will follow up with faculty. Lectures going overtime is still a concern and the colour of the slides makes it difficult to view. Amanda Pendergast, Alan Goodridge, and Gerona McGrath spoke with the students about evaluation. The class seem keen to fill out evaluations.

3.6. Other student issues

- Students want non-examinable days before an exam. Typically, material before ILS is examined. Amanda spoke to Lisa Kenny to have a plan put in place. Attendance is lower the last few days before an exam. Some students are not studying EKG for the upcoming exam. Rebecca suggested that time management is good for studying for an exam. In Clerkship, an exam might be less than 24 hours after the last case. Amanda will speak with the other Phase leads.
- Feedback is being used for the Phase 2 assessment plan. If an exam is on Friday, the last sessions to be examined will

- be on Monday. If the exam is on Monday, then the last sessions to be examined will be Wednesday. Some students want more exams and others want less exam.
- Based on feedback, an extra Epidemiology class was added. The facilitator made adjustment based on feedback.
- 46% of facilitators are taking part in lecture capture. Only six lectures were ok. Audio or video was messed up on the others. The tech rep is working with HSIMS.
- The clinical skills write up is the week of an exam. Maria will bring it to the facilitators that the length should be only 1-2 pages. Some students do more than needed. Sheldon will tell the class to only write up the key points.
- 55% of facilitators are going overtime on an average of 6 minutes. Patient Safety was 18 minutes past the end time. Then Radiology was rushed. Some faculty don't take breaks seriously. If a lecture is 2 hours in length, the students should talk to the facilitator to have a break. Some faculty start early, before all students are in the class. Maybe assign a rep for the timing issue. Ask UCLs to remind colleagues of time.
- Some faculty don't want to record their lectures. They are unsure if it is safe. There is no problem with copyright. Everything is covered. Some faculty are concerned with job security if their lecture is recorded. All recordings are deleted at the end of the year. Students mentioned that some professors said there is no evidence of positive impact on students. Faculty are afraid of low attendance if they are recorded. When a student is unable to attend class, they can still view the recording. The uptake is increasing. Let faculty know to contact HSIMS if there are any concerns. Some recordings are uploaded a week after the lecture.
- Opting in versus opting out was discussed. Opting in works better. It can take up to three days to prepare and upload a video to D2L. There is a committee with a student rep that deals with this. This is a university issues, not just Phase 1.
- If there are questions about exams, it should go through SAS first. There is a student rep on that committee.

3.7. Faculty Issues – Discussion

- For non-clinicians with a contract, they can only record with written permission.

4.0. New Business

5.0 Date Next Meeting: November 30, 2017