



Phase 1 Management Team Minutes

Thursday, November 26, 2020

4:00 p.m.

Webex

Attendees: Amanda Pendergast (chair), Jon Church, Katrin Zipperlen, Laura Gillespie, Alison Haynes, Steve Shorlin, David Stokes, Georgia Darmonkow, Brian Kerr, Ian Janes, Joel Koops, Pam Pike, Norah Duggan, Heidi Coombs

Regrets: Tanis Adey, Carla Peddle, Natalie Beausoleil

Recording secretary: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome		
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflicts No addition to the agenda	
Review and approval of prior minutes Action items	Action items from October minutes: <ul style="list-style-type: none"> No pointer on Anatomy presentations, has been resolved. Physician Competencies – Research and mentors has been sorted out. Motion to approved minutes from October 22, 2020: Jon Church Seconded by: Laura Gillespie	
1. Patient 1 update	Blocks 2 and 3 were move challenging. Anatomy in the last block, block 3, were live. The Metabolism case studies were good. There are no concerns with assessment. The exams went well. The use of scrap paper during exams was	Laura Gillespie, Pam Pike

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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	discussed during yesterday's SAS meeting. There will be a vote as to whether or not scrap paper should be allowed. The final mark is being released quicker. Credit go the assessment leads.	
2. Clinical Skills update	Clinical skills is moving along good. Feedback was received from the learners at the clinical skills meeting. Technology is working so far. A patient was interviewed during yesterday's clinical skills. They are now involving residents with clinical skills teaching.	Joel Koops
3. Physician Competencies update	The deadline for forms has passed. It's been quiet. Without Katrin and working remotely, it has been hard to monitor everyone.	Jon Church, Natalie Beausoleil
4. Community Engagement update	<p>Biostats has been brought up at different levels. It is still being taught at a Master's level. There are 12-15 questions on the exam. Can this be changed to an assignment? Faculty are concerned that there will be group work instead of individual work if it is an assignment.</p> <p>There are no changes to the exam this year. Everyone passed. Changes are expected for next year.</p> <p>Ian spoke to previous students. Ian also has a Biostats background. Biostats is like a condensed Master's course. Maybe it can change to labs or case studies.</p>	Natalie Beausoleil Norah Duggan



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	<p>Georgia also has a Biostats background. There are four content heavy lectures. The exam was only a few days before the block exam. Amanda encouraged the class to give feedback.</p> <p>The community health assignment is completed. The debrief for ECE is in December. The word count on five projects is 500 for community health. The Rubric is in-depth with a lot of components. Hard to stick to 500 words. This was brought to Katrin.</p>	
5. ILS update	<p>Steve couldn't attend the first part of ILS on Tuesday. He attended the large group discussion. It wasn't much of a large group discussion. It was more one-on-one with group leaders and their respective groups. That is what the class understood. Would rather have 50 chats instead of one per group. The leaders doesn't need to be the one reporting,</p>	Debra Bergstrom
6. QI	<p>QI – there was discussion about two questions on the exam that had the same answer.</p>	Amanda Pendergast
7. New Business	<p>There is a Town Hall next week for Phase 1 learners.</p>	
8. Faculty concerns	<p>Nothing new</p>	
9. Student concerns	<p>Nothing more</p>	<p>Fiona Landells Georgia Darmonkow Ian Janes</p>



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10. Next meeting	There will be no meeting in December. The next meeting will be on January 28, 2021. After that there will be a meeting in March to discuss results and evaluations.	
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