



# Phase 1 Management Team Minutes

Thursday, 26 September, 2019

4:00 p.m.

M2M240

Attendees: Amanda Pendergast, Vivian Whelan, Natalie Beausoliel, Pam Pike, Laura Gillespie, Carla Peddle, Michael Hand, Yaswanta Gummadi, Jon Church, Heather Flynn, Norah Duggan, Katrin Zipperlen, Debrah Bergstrom, Steve Shorlin, Dave Stokes, Brian Kerr.

Regrets (in alphabetical order): Tanis Adey, Diana Deacon, Alison Haynes

Topic	Details	Action Items and person responsible
Introduction and Welcome	<ul style="list-style-type: none"> <li>Introducing Nathalie Beausoliel and Heather Flynn, Michael Hand, and Yaswanta Gummadi</li> </ul>	
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	<ul style="list-style-type: none"> <li>Approved and adopted with addition of Course Goals by D. Stokes</li> </ul>	
Review and approval of prior minutes - Review of action items from previous meeting	<ul style="list-style-type: none"> <li>Course Evaluations and Curricular Changes</li> </ul>	
1. The Patient I - MED 5710	<ul style="list-style-type: none"> <li>Theme based curriculum (three themes in Phase 1, three exams). Essay, Peer assessment and Lifelong Learning moved to another course in Phase 1.</li> <li>Integrated Learning Session planning going well. Some clinical content (rather than only non-medical expert roles). ILS evaluation suggested role modeling and role play.</li> </ul>	

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<p>2. Clinical Skills – MED 5720</p>	<ul style="list-style-type: none"> <li>• Review evaluation from last year. Evaluated well</li> <li>• No overarching issues</li> <li>• Continuing to be going well.</li> <li>• Peer assessment based on the clinical Skills groups. It's graded in Physician Competencies.</li> </ul>	<p>H. Flynn to inform facilitators of the Peer Assessment piece</p>
<p>3. Physician Competencies – MED 5730</p>	<ul style="list-style-type: none"> <li>• Mentor matches are forwarded to Katrin.</li> <li>• Learners not permitted to use graduate work (verbatim) to meet requirements of the Research Curriculum. Some discussion around this.</li> <li>• Research interest nights</li> <li>• Epidemiology is now assessed as an assignment</li> <li>• Biostatistics is a MCQ exam</li> <li>• Assessment grading by TAs and providing training for TA markers. Changes to rubric.</li> <li>• Exam moved to Phase 2</li> </ul>	<p>Amanda to bring forward to UGMS concerns with graduate learners recycling research for the research curriculum.</p>
<p>4. Community Engagement – MED 5740</p>	<ul style="list-style-type: none"> <li>• Early Clinical Experience – family physician availability is an issue</li> <li>• Community Engagement group reflection assignment will be marked by Faculty</li> <li>•</li> </ul>	
<p>5. Quality Improvement</p>	<ul style="list-style-type: none"> <li>• First session 10 October, 2019</li> </ul>	<p>Learners to get an idea of what is going well and</p>



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		what is not going so well from the class
6. Course Goals	<ul style="list-style-type: none"> <li>Created in 2010-2011 and have not been revisited since the implementation of the new curriculum</li> <li>Revisiting now and asking for faculty input regarding relevance, gaps and redundancies</li> <li>Working on a cross-phase comparison to determine whether goals are well-aligned</li> <li>Clinical Skills goals realigned</li> </ul>	
7. Student Issues	<ul style="list-style-type: none"> <li>Some sessions didn't fit well (therapeutics session was poorly timed, couldn't be applied at that time)</li> <li>Going pretty well, biochemistry up front helps with integration</li> <li>Last minute changes to Early Clinical Experiences</li> <li>Clinical Skills started with a good patient</li> </ul>	Learners to use evaluation to report issues with session timing
8. Faculty Issues	<ul style="list-style-type: none"> <li>Phase 1 is missing introductory anatomy – basic structures</li> <li>Like theme based, but need better communication about where things are happening via UCL, theme, phase</li> <li>Would like communications about changes to Learning Technology, etc.</li> <li>Use grand rounds to communicate with clinicians</li> <li>Consider a “What’s New” webpage.</li> </ul>	

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<p>9. New Business</p>	<ul style="list-style-type: none"> <li>• New process for curriculum changes to be approved by UGMS in October.</li> <li>• The following changes will go to UGMS in October:</li> <li>• 2 biochemistry sessions combined into 1 (2 hours – 1 hour) = major change. Online resources make up the extra hour.</li> <li>• Immunology Lab with Craig Moore 4 hour lab for the whole class. Taught more efficiently by reducing group size and running 2-hour sessions twice with half of the group each time</li> <li>• Microbiology content is more diagnostic, Infectious Diseases is more therapeutic, no change to time, sessions renamed and objectives moved within the original set of sessions. Added new objectives and deleted redundant objectives.</li> </ul>	<p>V. Whelan to add curricular changes discussion to the agenda for the next meeting.</p>
<p>10. Next Meeting</p>	<ul style="list-style-type: none"> <li>• 15 October, 2019 4:00 p.m. M2M240</li> </ul>	