



Phase 2 Management Team Minutes

Monday, January 11, 2021

4:00 p.m.

Webex

Attendees: Heather Jackman (Chair), Heidi Coombs, Maisam Najafizada, David Stokes, Alison Haynes, Barton Thiessen, Fiona Landells, Georgia Darmonkow, Katrin Zipperlen, Steve Shorlin, Brian Kerr, Maria Goodridge, Jacqueline Costello, Carla Peddle

Regrets: Tanis Adey, Jennifer Leonard, Stephanie Atkinson

Recorded by: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome		
Agenda review <ul style="list-style-type: none">- Review for Conflict of Interest- Confirmation of Agenda	Motion to accept minutes: Barton Thiessen Seconded: Maria Goodridge All in favour	
Review and approval of prior minutes <ul style="list-style-type: none">- Review of action items from previous meeting	Minutes from December 7 approved by Maria Goodridge	
1. Business Arising		
2. Assessment	All assessment plans have been approved. The revised Community Engagement assessment plan has been approved.	

Our Vision: *Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.*



Phase 2 Management Team Minutes

Monday, January 11, 2021

4:00 p.m.

Webex

	The first block exam is being built. There are no issues with questions.	
3. Evaluation	Heidi would like to add QI after the ILS sessions. The first ILS is on February 3.	
4. The Patient	<p>There are no curriculum changes. The COVID Task Force has approved in-person labs. Vivian will be sending more information soon. They have to sign up for the labs and must attend once they sign up.</p> <p>Steve and Katrin are working on faculty development regarding questions. The best way to contact faculty is through the UCLs. Vivian can send an email to the UCLs for distribution.</p>	
5. Community Health	The visit and assessment has been approved. The assessment will consist of a group activity. The debrief may not be needed. The Rubric will be released this week. Each group will have an academic advisor who will oversee the activity.	
6. Physician Competencies Research Day	Research Day – a 5-10 minute presentation is done. This can be pre-recorded or in breakout rooms on Webex. The presentations are graded by faculty. Pre-recorded presentations are easier for faculty. Some students may not know how to record their	

***Our Vision:** Through excellence, we will integrate education, research and social accountability
to advance the health of the people and communities we serve.*



Phase 2 Management Team Minutes

Monday, January 11, 2021

4:00 p.m.

Webex

	<p>presentation but it is easy. The class will be asked is they prefer recording or live. It wasn't an issue last year. D2L had directions for the students last year. There were no questions. ILS groups were used with a faculty member assigned to each group.</p> <p>In-person group research exemption is guided by the Government.</p>	
7. Clinical Skills	<p>The introduction went good. In-person sessions start tomorrow. Tutors have been confirmed. Communications is on Wednesday. A policy is being developed. There is one small change for assessment that doesn't require approval. CLSC cannot support the formative OSCE this year. Therefore, an OSCE station will be added at the end of each system for 5 minutes each. The tutorial video for clinical skills was posted today and is 90 minutes. Some are afraid that it doesn't give much time before the start of clinical skills. It had to be approved, which was done on Friday.</p>	
8. Student Issues	<p>There was a change to the assessment schedule. There will be community health group projects. Rubric should be posted. Some lectures are examined. There are three tutorials with in-class</p>	

***Our Vision:** Through excellence, we will integrate education, research and social accountability
to advance the health of the people and communities we serve.*



Phase 2 Management Team Minutes

Monday, January 11, 2021

4:00 p.m.

Webex

	assessment. Delphine Grynzpan will explain to the class.	
9. Accreditation		
10. New Business		
Next Meeting	February 1, 2021	

Our Vision: *Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.*