

RECORD OF DISCUSSION, ACTIONS AND DECISIONS

MEETING	Phase 2 Management Team	
DATE	February 26, 2014	
PARTICIPANTS/ REGRETS	Attending: Lisa Kenny, Juanita Barrett, Chris Harty, David Bradbury-Squires, Gerona McGrath, Maria Goodridge, Pushpa Sathya, David Stokes, Mike Hogan, Vivian Whelan	
AGENDA ITEM	DISCUSSION/ ACTIONS	RESPONSIBLE
Welcome/Introductions		
Business Arising	<p>Phase 2 schedule update</p> <ul style="list-style-type: none"> • Juanita and David have been working on the schedule. • The core content of the schedule will be completed before summer. • Summative assessments for the medical expert will be completed before summer. • Lisa will give an introduction to the students to Phase 2 on Monday, March 03. <ul style="list-style-type: none"> • Clinical skills assessment will be similar to Phase 1 assessment. • There will be a formative OSCE in June. <p>Assessment Maps</p> <ul style="list-style-type: none"> • The assessment maps have to be available to the students no later than 1 week after the start of class. • The assessment maps are currently in draft format. They need to be reviewed and revised. • There will be four summative blocks. • The students need 75% in at least 3 of the blocks and an overall average of at least 75%. 	

- If a student receives less than 75% then there will be reassessment. In a reassessment the highest mark is 75%, regardless of how much above 75% the mark is.
- Remediation: what are the issues, can we fix the issues, do we need to repeat something, and does the student need to complete some type of project to be promoted.
- A percentage of previous content will be assessed: Block 2, 5%; Block 3, 10%; Block 4, 15%.

Community Engagement Assessment Map

- The Community Engagement Assessment map is similar to Phase 1.
- There is a handbook worth 40%.
- The pass mark is 75%.

Special Projects Assessment Map

- Will have exact requirements.
- Due dates of assignments will be different than exam times.
- Still a work in progress.
- Link each component to details of that component.
- Attendance should be taken if participation is part of the mark.

Independent Projects

- Include “participation marks” on d2l where needed.
- Some tutorials have poor attendance.
- Attendance may be poor if tutorials are scheduled close to an exam.
- According to MUN policy, attendance can only be taken if it involves safety or skills.

PMLP

- Strategic Planning is an online module.
- Leading versus Managing is a four hour session.

	<p>Gerona McGrath – Evaluation</p> <ul style="list-style-type: none"> • Gerona passed around an Evaluation Plan for Phase Oversight Committee. • There will be quality improvement sessions. Would like to use clickers. Evaluate during Phase 2, not at the end. • A course evaluation will be sent in June and a final evaluation at the end of Phase 2. • QI can be done at the beginning of small group sessions instead of the end. • Special Projects and Communication Engagement II evaluation can be done at end of Phase 2. • Clinical Skills evaluation can be done before summer break. • With regard to faculty evaluation, maybe evaluate before or after summative exams. <p>ILS</p> <ul style="list-style-type: none"> • Receiving feedback from the students. • The ILS session will be more content focused. • There is a lot of preparation time for the ILS sessions. • Stories should be used for the cases and the cases for ILS. 	
Other		
NEXT MEETING	March 19, 2014 @ 1600h, PDCS	