

PHASE 2 MANAGEMENT TEAM MEETING		DATE	Apr 1, 2019
		ROOM	H2860
	Dr. Heather Jackman, Phase 2 Lead		
MEMBERS:	Dr. Natalie Beausoleil, Community Health and Humanities Dr. Jennifer Leonard, ILS Dr. Barton Thiessen, Assessment Dr. Krista Brown Dr. Norah Duggan, Community Engagement Co-Lead Dr. Maria Goodridge, Clinical Skills Dr. Amanda Pendergast, Community Engagement Co-Lead Dr. Tanis Adey, Associate Dean, UGME Katrin Zipperlen Gerona McGrath Carla Peddle, UGME Coordinator Diana Deacon, Assessment Mr. David Stokes, HSIMS Dr. Steve Shorlin, Faculty Development Dr. Alison Haynes, Curriculum Lead Dr. Jacqueline Costello, Research Lead Stephanie, Class of 2021 Kaitlin Quinlin, Class of 2021 Logan Slade, Class of 2022 Claire Skanes, Class of 2022		
PARTICIPANTS	Heather Jackman, Diana Deacon, David Stokes, Gerona McGrath, Claire Skanes, Stephanie Pomeroy, Alison Haynes, Jennifer Leonard		
REGRETS	Brian Kerr, Katrin Zipperlen, Natalie Beausoleil, Jacqueline Costello, Tanis Adey, Carla Peddle, Jennifer Leonard, Maria Goodridge		
RECORDING SECRETARY	<i>Minutes Recorded – Transcribed by Ms. Vivian Whelan</i>		
NEW MEMBERS			

MINUTES			
AGENDA	ITEM	DISCUSSION	ACTION
1.0. Review/ Approval of Agenda		Approved	
2.0. Review/Approval minutes		Approval deferred Typo under 4.2 needs to be fixed. Change employed to deployed.	
3.0. Business Arising		No new business	
4.0. Standing Items	4.1. Assessment	Nothing outstanding. The last exam results were similar to the first two exams. Receiving questions even with faculty turnover has been going well. Life-long learning is being reviewed.	
	4.2. Evaluation	<p>The first QI will take place on Wednesday. It is going well – good correspondence with the topics being taught. There is good repetition and reinforcement across the different lectures. The learners enjoyed Acute Kidney Injury sessions.</p> <p>There is still a problem with facilitators going overtime. 8 out of 11 instructors went overtime. Some lectures seem to have too many objectives. It seems to happen the most when an instructor only has one lecture. Lectures can't be posted on D2L until the material is received. Antibiotics was taught before bacteria.</p> <p>Can community engagement be improved? Learners want more time in small groups during ILS. The earlier that the assessments plans can be sent out, the better.</p> <p>There was a response rate survey done which provided great information. The majority don't complete evaluations because there are too many. PESC will have a small working group to develop a strategy around that. The difficulty with the spiral curriculum is the way the lectures are sporadically spaced. There could be 12 different instructors in one week. Gerona will circulate the results of the</p>	

		<p>response rate survey.</p> <p>The learners enjoyed QI session. Can clickers be used for feedback?</p>	
	4.3. ILS	<p>Recruitment for family physicians is difficult. It wasn't done ahead of time. The theme for ILS on Wednesday is GI. It would be nice to have a GP supported by a specialist. Jennifer Leonard contacted Kath Stringer for a family physician. The family physician is the most important person to be there. Jennifer is planning on sending out the dates in September or as soon as they are known. Maybe this issue should be brought to the Dean.</p> <p>There's an ILS on Wednesday. Jennifer is going to do Wednesday but there is no GP. May there is no GP yet. June has a Psychiatry theme and Jennifer has emailed the chair of Psychiatry with no word yet. There's also no GP for that one either.</p> <p>Learners like ILS in Phase 2 better than Phase 1. It's easier to follow. Can clickers be used for feedback?</p> <p>If a student needs to add a comment after submitting the evaluation, it can be submitted to PESC.</p> <p>ILS was previously approximately 2.5 hours or more. They can save 15 minutes from the small group discussion. There are three stems instead of five but there are more questions. The second part is about an hour. The learners found the large group to be helpful.</p>	
	4.4. Community Engagement	<p>The issue of lack of preceptors was brought to the Dean by Dr. Adey. The Dean will make it a priority.</p> <p>Everything is running smoothly. The learners start their first 2 weeks of research/community visit next week.</p>	
	4.5. Physician Competencies		

	4.6. Clinical Skills	It's a struggle for the last few weeks to recruit facilitators for clinical skills. Head and Neck was the worst for rescheduling. ENTs aren't included. There are no ENT GFTs. Pediatricians can also facilitate those sessions. Learner want the clinical skills schedule earlier. Getting tutors this time of year is hard.	
	4.7. Student Issues	<p>Too many slides for the amount of time. Acute Kidney Injury tutorial was helpful. The abdominal pain session that was helpful. The anemia lectures needs a tutorial. It is later in the schedule due to scheduling issues.</p> <p>Notes have been added to the computer and the desk telling the instructors not to go over 50 minutes. Can an alarm be set for 50 minutes or have a countdown timer? This will be discussed at QI.</p> <p>Some clinical skills also don't end until 11:00 which causes the learners to be late for their 11:00 class.</p>	
	4.8. Phase 2 Schedule		
5.0 NEW BUSINESS			
6.0 NEXT MEETING		May 6, 2019	