

PHASE 2 MANAGEMENT TEAM MEETING		DATE	Mar 11, 2019
		ROOM	M2M240
	Dr. Heather Jackman, Phase 2 Lead		
<b>MEMBERS:</b>	Dr. Natalie Beausoleil, Community Health and Humanities Dr. Pushpa Sathya, 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		
<b>PARTICIPANTS</b>	Heather Jackman, David Stokes, Steve Shorlin Katrin Zipperlen, Barton Thiessen, Jacqueline Costello, Carla Peddle, Logan Slade, Natalie Beausoleil, Alison Haynes, Brian Kerr, Gerona McGrath, Maria Goodridge, Diana Deacon		
<b>REGRETS</b>	Amanda Pendergast, Tanis Adey		
<b>RECORDING SECRETARY</b>	<i>Minutes Recorded – Transcribed by Ms. Vivian Whelan</i>		
<b>NEW MEMBERS</b>			

MINUTES			
AGENDA	ITEM	DISCUSSION	ACTION
1.0. Review/ Approval of Agenda		Approved	
2.0. Review/Approval minutes		Deferred	
3.0. Business Arising		Integrated into Standing Items	
4.0. Standing Items	4.1. Assessment	<p>On the last assessment 25 scored below 70%. The Hofstee was 61%. Block 2 had similar stats. There are no more than 40% new questions on the reassessments. The maximum to rewrite is 10%. Diana will look at stats of prior years. There were a few new instructors this year. All challenge cards are reviewed. There were a lot of different topics in the last block.</p> <p>Going forward we're hoping to make changes for the following years so that things are blocked into themes. It was discussed at the last UGMS meeting and hoping to discuss it again at the next UGMS meeting.</p>	
	4.2. Evaluation	Faculty evaluation is ongoing. It is a lot of work on the learners. Investigating different options. Deployed a survey on Friday regarding surveys. There will be a QI session on April 3. The course evaluation will be done towards the end of June.	
	4.3. ILS	We've just had our third ILS for Phase 2. There is a new model whereby the students spend less time in the small groups. But they have more direct questions to answer as apposed to free form which takes less time. Large group is facilitated by a faculty member. Dr. Leonard has created stems for the remainder of the year. It is the role of the ILS lead to recruit facilitators. Would like to have a specialist and a family physician but only family attend. The family physicians we've had were contacted late so they were really	

		<p>prepared. Dr. Leonard has created stems for the remainder of the year. Community Health may be able to help out, depending on the content.</p> <p>HSIMS hasn't received any documentation from UGMS that ILS has been changed. Right now the old information is still listed. In the last UGMS meeting this was approved.</p>	
	4.4. Community Engagement	Going well. The last community engagement went well. Trying to improve and simplify. Listening to student feedback.	
	4.5. Physician Competencies	<p>A couple of students need follow up with their registration forms. Everything is in place. All have a mentor. Jacqueline and Katrin will meet to see if any more follow up is needed. There is about 25 – 30 who will need to apply for ethics. There is a limit of 30 days from the time ethics receives the application to the time the person needs an answer. They may also need institutional approval.</p> <p>The research block is around Easter. Learners should submit before the end of Phase 2.</p> <p>A faculty development session will be done on the ethics review process. It is open to research mentors and anybody who is interested. It is on the evening of March 26, 4:30 – 6:30.</p>	
	4.6. Clinical Skills	The formative OSCE is tomorrow. One objective will be removed. Communication skills sessions are now linked to systems.	
	4.7. Student Issues	<p>No issues. Life long learning session went well. Lisa Kenny posted a video which was helpful.</p> <p>Some lecturers are still going overtime.</p>	
	4.8. Phase 2 Schedule		
5.0 NEW BUSINESS			
6.0 NEXT MEETING		April 1, 2019	

