



Phase 3 Management Team Agenda

Wednesday, February 5, 2020

4:00 p.m.

2M240

Attendees (in alphabetical order): Tanis Adey, Debra Bergstrom, Heidi Coombs, Diana Deacon, Jasbir Gill (chair), Alison Haynes, Brian Kerr, Jerry McGrath, Carla Peddle, Mallory Pitts, Meena Saad, David Stokes, Katrin Zipperlen

Regrets (in alphabetical order): Rick Audas, Suzanne Drodge, Rod Russell, Steve Shorlin, Vivian Whelan

Recorded by: Carla Peddle

Time Est.	Topic	Facilitator
	Introduction and Welcome	Jasbir Gill
	Agenda review <ul style="list-style-type: none">• Review for Conflict of Interest• Confirmation of Agenda<ul style="list-style-type: none">- Add ILS report- Moved by J. Gill- Seconded T. Adey- Approved	Jasbir Gill
	Review and approval of previous minutes <ul style="list-style-type: none">• No action items recorded in minutes• Separate the ILS section from the PESC session• Moved by J. Gill• Seconded by J. McGrath• Approved	Jasbir Gill
	1. Business Arising	
	2. Assessment Working Group <ul style="list-style-type: none">• D. Deacon here on behalf of S. Drodge	Suzanne Drodge

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

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	<ul style="list-style-type: none"> Block 5 exam went well – everyone passed Credits to be determined by responsible faculty Assessment plan revised and approved after SOE (Handbook). There were small differences in the weighting of exams. Assessment town hall went well. Phase 4 requested a session regarding clinic cards, seeking out feedback, and APA process. Phase 4 learners receiving information in Phase 4 Preparation course. Revisit the delivery of this content 	
	<p>3. Research Curriculum Group</p> <ul style="list-style-type: none"> Learner meetings cancelled due to SOE Rescheduling meetings Ensuring all Phase 3 learners are meeting requirements 	Rod Russell, Katrin Zipperlen
	<p>4. Clinical Skills</p> <ul style="list-style-type: none"> Nothing new from last meeting 	Debra Bergstrom
	<p>5. PESC</p> <ul style="list-style-type: none"> Missed January meeting because of SOE The QI session will be at the next ILS session on February 28 Faculty evaluations with links to faculty webpage have gone out 	Heidi Coombs
	<p>6. Curriculum Lead</p> <ul style="list-style-type: none"> Minor curriculum changes in red are new since the last meeting. Rewording objectives One major curriculum change for Global Health and non-communicable diseases by Jill Allison. It wasn't included in the assessment method plan for this year. 1-2 MCQs on the Administrative and Health Systems Exam requested (major) 	Alison Haynes



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	<p>Phase 3 Management team in support of the changes.</p> <ul style="list-style-type: none"> • J. Gill to bring recommendation to UGMS • Working with UCLs to revise objectives • Will bring a draft of revised program and course objectives forward for next Phase 3 Management team meeting. 	
	<p>7. ILS</p> <ul style="list-style-type: none"> • Last session cancelled from SOE, but team was considering removing some of the ILS sessions • Will not be rescheduled • Next session is on February 28 • May need to drop the final ILS session • Fewer ILS sessions moving forward in response to focus group held in January 2020 (likely two ILS sessions for this offering of Phase 3) • Feedback from the focus group likely to affect the next cohort more than the current cohort • Working on ILS facilitator guides 	<p>Jerry McGrath</p>
	<p>8. Student Issues</p> <ul style="list-style-type: none"> • Good feedback about the block. • Consistent messaging with consolidation of content amongst instructors for GI sessions • Cardiology content in the last block had gray areas for treatment • Challenging to cover Radiology content in 30 minutes (out of a 2 hour session). Number of slides reduced from previous years. • Obstetrics & Gynecology condensed but delivered well 	<p>Mallory Pitts Meena Saad</p>



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	<ul style="list-style-type: none"> • Can we link instructor to blueprint ID. If yes, bring to SAS for discussion to discuss whether it is reasonable of feasible • Learner questions about crediting questions. • UCLs may receive requests to review the questions which are challenged by learners • Diana Deacon and Dr. Curran did a presentation for both Phase 2 and 3 learners on assessment/reassessment. • Instructional Designers see overlap in exam questions and bring forward to SAS. 	
	<p>9. Faculty Issues</p> <ul style="list-style-type: none"> • 	Rick Audas
	<p>10. Accreditation Updates</p> <ul style="list-style-type: none"> • Communications plan re: policy changes, ensuring information is circulated and accessible • DCI are being completed • Feedback re: ISA and how learners will conduct its completion • Forming Accreditation Review committee to review MSS • T. Hearn away temporarily. Reengaging with academic portions by the end of the month 	Brian Kerr
	<p>Next Meeting 4 March, 2020</p> <ul style="list-style-type: none"> • Assessment planning for Phase 3, class of 2023 	