



Phase 3 Management Team Minutes

Wednesday, June 3, 2020

4:00 p.m.

Zoom meeting

Attendees: Jasbir Gill, chair, Rick Audas, Debra Bergstrom, Heidi Coombs, Diana Deacon, Rod Russell, Steve Shorlin, David Stokes, Carla Peddle, Brian Kerr, Katrin Zipperlen, Suzanne Drodge, Alison Haynes, Meena Saad, Vivian Whelan

Regrets: Tanis Adey, Mallory Pitts

Topic	Details	Action Items and person responsible
Introduction and Welcome		
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	Motion to approve the agenda: Jasbir Gill Seconded: Rick Audas All in favour	
Review and approval of prior minutes –Review of action items from previous meeting	Motion to approved previous minutes: Jasbir Gill Seconded: Rick Audas All in favour	
1. Phase 4 Prep	Ashley Anthony is organizing the Phase 4 Prep course which starts on June 15. All faculty involved have been contacted. Online modules are ready to go. UGMS approved that any in-person sessions will go ahead when in-person sessions resume. SAS approved the revised assessment plan.	Jasbir Gill will bring the new assessment plan to UGMS
2. Assessment Working Group	There were no issues with the last exam. There are some concerns that some questions may not be based on material covered. The executive summary is on the first page of the assessment plan for 7710. The exam will be based on themes. Course description is	

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



Phase 3 Management Team Minutes

Wednesday, June 3, 2020

4:00 p.m.

Zoom meeting

	<p>slightly revised. There are 10 exams instead of 8. Pass should be 9 out of 10. All assessments must be completed. Peer assessment and physician life-long learning have moved to Physician Competencies. Students who are borderline or in jeopardy need to be identified. May have to repeat even if they pass everything.</p> <p>7720 course description has been changed and approved. Consequence of a failed grad has been added.</p> <p>7730 course description has been changed and approved. Move leadership to a different block. To get a certificate, they can get it after they complete the program. Keep research on its own as a block. Weighting has been adjusted. There may be a new assignment for patient safety. The course description has new language and consequences of a fail.</p> <p>Motion to approve assessment plans: Jasbir Gill Seconded: Rod Russell All in favour</p>	
<p>3. Curriculum Lead</p>	<p>Draft schedules for 2020/2021 have been sent to the UCLs. The schedules will be sent to all who teach later next week. Sessions and objectives are being reviewed. Redundant sessions have been identified. Teaching times may need to be increased to cover all objectives. Dermatology UCL Joshua Mercer only</p>	



Phase 3 Management Team Minutes

Wednesday, June 3, 2020

4:00 p.m.

Zoom meeting

	<p>has three hours for his lecture. He would like to have one more lecture.</p> <p>Ethics has two 2-hour sessions for End of Life.</p> <p>There were changes between Phases 1 and 2. There were adjustments in Anatomy from Phase 3 into Phase 2.</p> <p>Mental Health reduced time for anxiety to one hour.</p> <p>Alison Haynes motioned to accept changes. Seconded by Debra Bergstrom Jasbir Gill will bring to UGMS</p>	
4. Research Curriculum Group	<p>No issues. The class is currently on their research block. Deliverables are due on June 15. There is some uncertainty. They should have contingency plans in place soon.</p>	
5. Updated on clinical skills	<p>There is nothing new. Phase 3 clinical skills are finished for the year. There were some technical issues with some videos. HSIMS is working on it.</p> <p>The learners liked viewing the Days in Violence videos on their own. Face-to-face was missed for clinical skills.</p>	
6. PESC	<p>A new section has been added to the evaluation forms regarding remote delivery of curriculum. Prefer online or in-person. How was curriculum</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 3 Management Team Minutes

Wednesday, June 3, 2020

4:00 p.m.

Zoom meeting

	<p>delivered. Were there any disruptions. There is space for narrative responses.</p> <p>This has already been approved by PESC.</p>	
7. Student Issues	No issues. Class mates are communicating regularly.	
8. Faculty Issues	<p>Would like to have schedules for 2020/2021 and how the curriculum will be delivered.</p> <p>Small groups can be done remotely. Some training might be needed. Phase 2 clinical skills are doing small group via Zoom.</p> <p>MUN has approved WebEx. The moderator can break the class into separate rooms and then join them into one whole room.</p> <p>Planning faculty development during the summer. A needs assessment survey was sent yesterday. Most want resources.</p>	
9. Accreditation Updates	CACMS are offering flexibility. Some are meeting in June to look at dates for accreditation.	
Next Meeting	<p>July 8, 2020</p> <p>Motion to adjourn: Jasbir Gill</p> <p>Seconded: Rick Audas</p>	