

Phase 3 Management Team

March 2, 2016

1600- 1730

M2M240

Minutes

Present:

Joanne Hickey – Chair, Jinelle Ramlackhansingh, Gerona McGrath, Maria Mathews, Gokul Vidyasankar via teleconference, Don McKay, Brian Harnett, Nadine Rockwood, Maria Mathews, Lynn Morris-Larkin, David Stokes, Carla Peddle, Vivian Whelan

Regrets:

Katrin Zipperlen, Steve Shorlin, Diana Deacon, Debra Bergstrom, Susan Mercer

1.0. Review/Approval of Agenda

Added 3.3 Schedule 2019

2.0. Review/Approval Minutes February 3, 2016

Motion to approve: Maria Mathews

2nd by: Laura Gillespie

All in favour.

3.0. Business Arising

3.1. Undergraduate Content Lead Recruitment

- There is a total of 7 Undergraduate Content Leads (UCL) thus far.
- There needs to be an orientation session with the UCLs.
 - Schedule review will be a good opportunity for this

3.2. Tutorial/small Group teaching guidelines/standardization

- Since there is no chair for the working group, Lynn has agreed to temporarily chair.
- David has a list of all the different tutorials that are done. They can look at the different types of tutorials that are done.
- David will send the list of members to Lynn.
- Joanne and Jinelle will reach out to other Phase Leads to have a rep on the working group.

3.3. Schedule Class of 2019

- There is a rough draft schedule for the Class of 2019. It is similar to the current Phase 3 schedule.
- Will know clinical skills dates in May.
- We will start reviewing the schedule with the Content Leads.
- We don't anticipate any major shifts.
- There will be changes for the Class of 2020.

4.0. Standing Items

4.1. Integrated Learning Sessions Working Group – Report

- Sessions are getting better.
- Susan has attended most of the ILS sessions and obtained facilitators.

- The Phase 3 students say the sessions are getting better and they are seeing the value of them.

4.2. Assessment Working Group – Report

- Question review is going good.
- One issue is questions not being submitted on time. Any questions that are missed go to the next exam
- Another issue is the questions and objectives are outdated re: cardiology.
- There needs to be a review of outdated and overlapping material. UCLs can review this.
- We are hoping that the Undergraduate Content Leads can help sort out the objectives.
- Joanne and Gokul will draft an email reminder to send to faculty regarding question creation and submission

4.3. Special Projects/Independent Project Working Group – Report

- All students have submitted a project.
- Katrin sent out an email to the students giving them a timeline of when everything is going to be happening.
- The Poster Day is June 23 at 1:00 p.m. Laura has 10 faculty for small group sessions.
- Diana prepared a new Rubric. It makes the assessor easier to see how they are supposed to score. Last year the score was 1 to 4. The presentation included the pass mark on the Rubric. Gives a bigger range for marking. Four criteria are equally weighted.
- The deliverable is worth a lot more than the presentation.
- Peer Assessment of Independent Projects
 - In Phase 1 groups assessed other groups using a checklist.
 - It needs to be put in perspective what peer assessment is about. Joanne will try to have a session on peer assessment with the students.
 - Students are not engaged in peer assessment and don't seem to appreciate it is an important skill.
 - Peer assessments give the students a chance to critique posters similar to their own. Maybe each students have four ballots, one for each criteria, to score the presentations.
- Send feedback to Joanne and Laura re: Rubric.

4.4. Teaching/Learning Methods Working Group – Report

- Will meet ad hoc.
- David will talk to Steve Shorlin.
- One tutorial went well. Gerona will send the template to David.

4.5. Clinical Skills – Report

- Deferred.

4.6. PESC/Quality Improvement – Report

- Community Engagement III has been created. Assessment will be changed.
- PESC recommended \$1000 for evaluation if there was an 80% response rate be discontinued.
- A recommendation went to UGMS that the Dean's \$1000 incentive for the AFMC graduate questionnaire is still in place.

4.7. Block Review/QI

- An email was sent for block reviews on Monday. Only 3 responses so far.
- Faculty still expressing they are not fully understanding the integration of the material. Two have asked for professional development in teaching/learning methods. Their names were forwarded to Steve Shorlin
- Many said they have the information they need.
- Last week QI tried something new based on the feedback. For QI Phase 2 students are sending feedback beforehand. Phase 3 didn't go well. Will go back to the way it was.
- Students are concerned about the workload over 2 blocks. They could be better balanced.
- The students are requesting more EKG tutorials. Will discuss with Dr. Parfrey. It was suggested to have it included during Phase 4 Prep.

4.8. Student Issues - Discussion

- Students would like to have cardiology earlier in the block.
- Students also would like recorded sessions. There are copyright issues. It went to Faculty Council to UGMS to I-Tech Committee (Information Technology Advisory Committee).
- Is there an OSCE review before the OSCE? Vivian will follow up with Maria.
- Students are pleased with the quick turnaround with exam results.
- Will LEAN be different than last year? Joanne will contact Justin.

4.9. Faculty Issues - Discussion

- No issues.

4.10 Accreditation

- Phase 3 is in good shape.
- One that will effect ED-5a is ILS. Sally will take Diana's draft proposal and draft a preliminary response to the Accreditation Committee. Bring Phase leads and whoever else should look at that response. We still have time to make adjustments.
- There is a need for Phase 3 leads.

5.0 New Business

5.1. Peer Assessment

- Used to have an assessment of Peer Assessment. It is now eliminated.
- There have been student comments that are borderline unprofessional.
- The students don't seem to be understanding the utility and importance of peer assessment as a skill they will require in their career
- Need a review of peer assessment before the end of the year.

Action: Joanne will do a session with the students explaining why peer assessment is important.

6.0 Date Next Meeting: April 6, 2016