

Phase 3 Management Team
November 5, 2015
1600- 1730
M2M240
Minutes

Present:

Joanne Hickey – Chair, Susan Mercer, Diana Deacon, Laura Gillespie, Katrin Zipperlen, Maria Mathews, Brian Harnett, David Stokes, Steve Shorlin, Vivian Whelan

Regrets:

Lynn Morris-Larkin, Gokul Vidyasankar, Don McKay, Jinelle Ramlackhansingh

1.0. Review/Approval of Agenda

No additions

2.0. Review/Approval Minutes October 7, 2015

Motion to approve: Susan Mercer

2nd: Maria Mathews

All in favour.

3.0. Business Arising

3.1. Proposal to UGMS re: Subject Leads

- Discussion is ongoing.

3.2. ILS Format

- Some changes were made. The stems are more cohesive.
- The flow of the large group has improved.

3.3. Block Review Process

- In progress.
- It is primarily a faculty feedback opportunity.
- The ongoing QI from students was a huge help in troubleshooting and making improvements. The block review will give faculty an opportunity to give feedback similar to students.
- Some of the focus of the block review is on ideas for teaching/learning methods and opportunities for integration and sequencing.
- Gerona will compile and identify to the Team where we can focus efforts.

3.4. New Research Curriculum Didactic Teaching

- Phase 1, Class of 2019 has started new research curriculum.
- Would like students to get to data collection by start of Phase 3.
- Katrin, Joanne, Carla, Jinelle and Laura will meet to review any teaching gaps needed to fill.

3.5. LEAN Update

- Joanne met with Justin Swain regarding repeat of LEAN Day.
- It will be a more contextual health care based design next time, not a repeat.

4.0. Standing Items

4.1. Integrated Learning Sessions Working Group – Report

- The stems have changed.
- ILS is going well.
- Facilitators are picked after the stems are chosen.
- The specialist facilitators have been appropriate for the topic.

4.2. Assessment Working Group – Report

- The first exam is tomorrow for the health stages course. There were some sections that didn't have any questions submitted. We can't automatically use banked questions.
- It is getting much easier to get questions.
- Some instructors are asking to reverse summative and formative questions. To maintain the integrity of the banked questions, formative cannot be used as summative questions.
- A message needs to go out to faculty regarding summative and formative question banks and the process of adding questions to an exam.

4.3. Special Projects/Independent Project Working Group – Report

- Registration and confirmation forms for Independent Projects have been developed by Katrin.
- Confirmation form is due December 10. Included on the form is a checkbox asking if they are continuing or starting a different project.
- The registration form is a summary of what a student is going to do.
- With regard to Ethics approval, the oneness is on the student and mentor.
- There are two firm deadlines for both forms.
- A PowerPoint presentation at the end is mandatory.

Motion: Accept the Registration and Confirmation forms.

Motioned by: Joanne Hickey

2nd by: Susan Mercer

All in favour.

4.4. Teaching/Learning Methods Working Group – Report

- Received feedback in ILS for Phase 3 and Phase 1 re: different teaching methods.

4.5. Clinical Skills – Report

- Leave limits have been made more rigorous.
- Phase 1 – can't miss more than two sessions.
- Phase 2 – no more than one session in an area, no more than four total.
- Phase 3 – no more than one session in an area, no more than four total.
- Students cannot miss Family Days in Violence.

Motion: Joanne will circulate to the team for an e-vote. Then it will go to UGMS for approval.

4.6. PESC/Quality Improvement – Report

- Time was spent developing the block review process.
- Prefer shorter blocks.

4.7. Student Issues – Discussion

- Issue with aboriginal assignment due date, there was an error on D2L.
- Same as issues under QI.

4.8. Faculty Issues

- Some of the Pathologists who were going to be out of town at the time of their teaching, recorded their sessions. The sessions didn't record accurately. The Pathologist has to rerecord when they returned.

4.9. Accreditation

- No report.

5.0 New Business

6.0 Date Next Meeting: December 2, 2015