

Phase 3 Management Team

October 7, 2015

1600- 1730

M2M240

Minutes

Present:

Joanne Hickey – Chair, Susan Mercer, Diana Deacon, Gerona McGrath, Carla Peddle, Katrin Zipperlen, Maria Mathews, Brian Harnett, David Stokes, Jinelle Ramlackhansingh, Vivian Whelan

Regrets:

Lynn Morris-Larkin, Gokul Vidyasankar, Don McKay

Welcome

Dr. Jinelle Ramlackhansingh, Curriculum Manager, was welcomed and introduced to the Team.

1.0. Review/Approval of Agenda

No additions

2.0. Review/Approval Minutes September 2, 2015

Motion to approve: Maria Mathews

2nd: Jinelle Ramlackhansingh

All in favour.

3.0. Business Arising

3.1. Proposal to UGMS re: Subject Leads

- The Working Group met and discussed. It is moving forward.
- The title will be Undergraduate Content Lead (UCL).
- The proposal will be brought to UGMS.
- Still discussing resource groups: composition of resource groups, who should be in the resource groups, the function of resource groups.

3.2. ILS Format

- The structure is the same but the stems have been developed to be more cohesive in each ILS – following a single story.
- Adjustments have been made to the instructional page for students
- Need to focus students on identifying their learning needs.

3.3. Block Review Process

- There has been one meeting with development of a provisional plan for acquiring faculty feedback for the block review
- Another meeting is scheduled on October 15.
- The first block ends November 6.

4.0. Standing Items

4.1. Integrated Learning Sessions Working Group – Report

- Same as 3.2. ILS Format

4.2. Assessment Working Group – Report

- Nothing outstanding.
- Had the first exam question review meeting.
- Instructors are cooperating.

- Need a 2nd Assessment lead.

4.3. Special Projects/Independent Project Working Group – Report

- Laura gave an overview to the class.
- Most students are continuing which means less new learning contracts.
- Students have to identify what has been completed.
- A form is being developed for students.

4.4. Teaching/Learning Methods Working Group – Report

- Should be a part of the block review.

4.5. Clinical Skills – Report

- The team is working on some QI from last year.

4.6. PESC/Quality Improvement – Report

- The team is working on QI from last year.
- The plan to evaluate was well received.

4.7. Student Issues – Discussion

- The students would like more recorded sessions. That depends on faculty.
- Would like to make LEAN Day more relevant. Jinelle and Joanne will meet with Justin Swain regarding LEAN Day.

4.8. Faculty Issues

- Research projects – are students taught how to do research?
- Epidemiology, Biostats and Critical Appraisal need to be earlier. Epidemiology and Biostats are going to Phase 1. Critical Appraisal is going to be in the first month of Phase 2.

4.9. Accreditation

- No report.

5.0 **New Business**

5.1. New Research Curriculum Didactic Teaching

- The students need training to accomplish their research. We need to decide what they need to know and who needs to teach it. A group will be formed consisting of Phase Leads, Jinelle Ramlackhansingh, Vereesh Gadag, Elizabeth Wright, and Natalie Beausoleil.
- Phase 3 will be data collection and analysis.
- HSIMS is working with Pathology faculty to record lectures.
- The schedule needs to be released earlier.

6.0 **Date Next Meeting:** November 4, 2015