

Phase 3 Management Team
November 7, 2018
1600- 1730
M2M240
Minutes

Present:

Jasbir Gill – Chair, Gerona McGrath, Kaitlin Quinlan, Brian Kerr, Katrin Zipperlen, Alison Haynes, Carla Peddle, Tanis Adey, Stephanie Pomeroy, Debra Bergstrom, Vivian Whelan

Regrets: Diana Deacon

Brian Kerr, the new Curriculum and Accreditation Advisor was welcomed

1.0. Review/Approval of Agenda

2.0. Review/Approval Minutes September 5, 2018

3.0. Business Arising

3.1. Block 7 exam April 2018

- The students were asked if they prefer April 15 or 18. They chose April 15. The Phase 2 Team agreed that April 5 is the best option. It is before the conference. Students involved with the conference can request an exam deferral and write the exam after the conference.

4.0. Standing Items

4.1. Integrated Learning Sessions – Report

- No report

4.2. Assessment Working Group – Report

- There is no rep yet. There were a number of challenged questions on the last exam. Some went back to the instructors and were left as is. Concern was raised by an instructor regarding low attendance. If students don't attend, they don't get all of the information. Faculty feel that if they record their lectures, students won't attend class.

4.3. Research Curriculum Working Group – Report

- No rep. There is nothing to report. There will be more information after December 3. Information was sent to the students via D2L.

4.4. Clinical Skills – Report

- More Family medicine and Emergency have been invited. Clinical Skills is still not integrated, it is still system based. It could work better if it was aligned with the curriculum.
- People want to have a video demo of the witness physical & history. They will try to work on it. Two or three cameras are needed to film it properly.

Action: Debra will meet with David – maybe partner with other groups.

4.5. PESC – Report

- The response report has weakness and strengths. Clinical skills is well received but integration is an issue. For 2017-2018, the Chronic Course received 3.8; ILS, 2.7; Physician Competencies, 3.7; Community Engagement 3, 4.0.

- There were changes to ILS. Students said there is no difference.
- With regard to Physician Competencies, the students are unclear with regard to the relationship with their mentor for research. Some don't have knowledge of ethics.
- The students enjoyed the community engagement visit.

Action: Gerona will circulate the evaluations. She will let Dr. Gill know of any strengths and/or weaknesses that should be added. The report will be presented at the UCL meeting.

4.6. Student Issues - Discussion

- Some students say that the assignment is vague. It is hard to write a good assignment with a limit of 500 words.
- The students raised an issue with the tutorials. Not all tutors cover the same material. It needs to be made clearer that all points need to be covered by the tutor. Alison Haynes will bring this up at the UCL meeting in December. There was a tutor guide made. Tutors can be evaluated. Tutors may not realize that all of the material has to be covered. An outline of the role of the tutor is needed. Some students don't know what is expected and aren't prepared for tutorials. An email template needs to be developed for UCLs to send to the tutors when notifying. The tutors need to know what is expected by the learner. It was suggested to add a session in Phase 1 of what is expected of learners for PBLs, tutorials, case-based learning, etc. A sheet is needed of what is expected for each small group teaching. Lynn Morris-Larkin was the lead for the tutorial guide.
- Appropriate time allotment for lectures is needed. Some don't have enough time and others have too much time. That question is included on the block review. Can the block review go through one45?
- There is a concern re: research curriculum. The learners can speak with Katrin or Gerona.

4.7. Faculty Issues - Discussion

- No report

4.8 Curriculum Lead

- Meetings with individual UCLs have been occurring. The purpose of the meetings is to look at sequence and placement in the schedules. Small changes will be reflected in the schedule. More meetings are coming up. The objectives will be looked at next.
- There will be a UCL meeting on December 11. There have only been two so far, one in June and the second meeting was a focus group. The curriculum needs to be integrated instead of based on instructor's availability.

4.9 Accreditation

- The Dean asked Taryn Hearn to chair an oversight committee. Taryn presented to the curriculum review committee. There is an expression of interest for the committee to put strategies in place for 2021. The academic year of 2019-2020 will be reviewed.

5.0 New Business

6.0 KIV

- 6.1 Student Assessment Monitoring
- 6.2 Re-engagement of UCLs

7.0 Date Next Meeting: December 5, 2018