



## Phase 3 Management Team Minutes

Wednesday, October 7, 2020

4:00 p.m.

Webex meeting

Attendees: Jasbir Gill, chair, Stephanie Atkinson, Rick Audas, Debra Bergstrom, Heidi Coombs, Suzanne Drodge, Alison Haynes, Nadine Houlihan, Jerry McGrath, Claire Pratt, Rod Russell, Steve Shorlin, David Stokes, Carla Peddle

Regrets: Tanis Adey, Bria Kerr

Recorded by: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome		
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	Move to approve agenda: Jasbir Gill Seconded by: Rod Russell  No conflicts of interest	
Review and approval of prior minutes –Review of action items from previous meeting	Move to approve September minutes: Jasbir Gill Seconded by: Rod Russell All in favour	
1. Curriculum Lead	There was a UCL meeting last week. It was reiterated that it is important for faculty to read Vivian’s emails and respond regarding their delivery method.  Curriculum changes, added 30 minutes to antepartum care. This will be co-taught by Amanda Pendergast, Family Medicine, and Psychiatry. A new	Bring to UGMS for approval

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	<p>objective re: impact of antepartum care and mental health.</p> <p>Alison Haynes motioned to support Seconded by Rick Audas All in favour</p> <p>COWG will be forming a new working group.</p>	
<p>2. Assessment Working Group Review of Phase 3 Assessment Reports</p>	<p>The working group is meeting weekly. The Phase 3 class just had their first exam. All phases will be meeting regarding Proctorio, which is the new exam platform, to ensure there is no cheating. Are there any concerning flags? The data has to be looked at after the exam. There is concern with bathroom breaks. Proctorio tracks movement. There were a lot of questions challenged. There were three partial credits. Each Phase needs to be sure that they are looking at the same things. Results of the exam were good. Make sure learners are in a safe environment.</p> <p>Assessment Reports Jasbir will fill in the response and then they go to SAS for approval. 7710 – learners have access to formative assessments. Exams 7 and 8 were open book. The means were high, 86.4 and 88.9. The Life-long learning assessment went well. The mean difficulty was reasonable. Heidi received feedback. There were no major weaknesses. We should be able to keep the exam bank intact by using Proctorio. The</p>	



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	<p>block with Cardiology last year had poor results. The first year students found the cardiology questions and the PowerPoint slides ambiguous. An Introduction to Cardiovascular Medicine has been added to Phase 2 in the Cough and Dyspnea theme. In Phase 3 Cardiology is in the Syncope and Chest Pain theme in February 2021. COWG will meet with the Cardiology UCL. Some changes have been made. There are two introduction sessions added.</p> <p>7730 Physician Competencies This was least impacted by COVID. It mostly contained an assignment. Poster presentation was removed from assessment. The mean scores were good. The course total mean was 92.7. It is in line with previous years. There is no feedback and no concerns. Delivery this year will be similar to last year. Leadership is now in 7730. IPE has changed to give credit for attending.</p> <p>7750 Community Engagement This was most impacted by COVID. The visit was cancelled. A written reflection replaced the assessment. The mean was 84.3. The reliability coefficient was negative for the MCQ exam. It was a very short exam.</p> <p>Overall it went well. The mean for AHS was 90.4. Will have to look at delivery of course if the visit can't go ahead.</p>	
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	<p>7740 Phase 4 Prep This was impacted by COVID. P4P consists of a lot of hands on to prepare for clinical rotations. Some sessions were delivered remotely. What couldn't be delivered remotely was moved to Phase 4. An assessment plan still needs to be developed. Need to look at where it should be placed.</p> <p>Motion to accept reports: Jasbir Gill Seconded by: Rick Audas All in favour Prepare to bring to UGMS. Plans discussed going forward.</p>	
<p>3. Student Issues</p>	<p>The class did an anonymous survey for concerns. Most have the same concern. Morale is low. They are disappointed with the organization of online learning. There is no consistency with having Zoom, Webex, last year's lecture capture, and new recordings. This is causing frustration. Anatomy is difficult. There was a lecture rescheduled to two days prior to the exam. It was supposed to be live but it wasn't. There were more than 100 slides. The instructor was emailed but they received no response. There are little things that are adding up. The class is feeling like that are not being supported. The class wants improvement and better communication. A lot of the class didn't do the Spinal Cord lecture. The class questioned if they should be examined on sessions that are close to the exam. But it falls within the MUN policy of 24 hours</p>	



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	<p>before an exam. Presentations are posted when they are received. Vivian contacts the instructors for their mode of delivery. If she has any issues, she contacts COWG for assistance.</p> <p>Live Webex information is sent out one week before. If it is not delivered properly, can they not be assessed on the exam? There needs to be a change in strategy to ask for content and mode of delivery. Students don't learn equally. The session with 100 slides was slides only and no contact information was provided. If there is no response from faculty, the students can contact Alison Haynes.</p> <p>With the online anatomy, they couldn't physically see the structures. The slides didn't have a lot of information but this has been corrected. Speaker notes have been added. When they asked for extra help, they were turned down. The class wants more support. They asked if faculty are asked to provide contact information on the slides.</p> <p>In block 1 there were technical issues. One session was delayed because of issues. As a result it was delayed by four hours. If a session is delayed, can the class be notified instead of not knowing? There were a lot of unknowns leading up to the exam. They received information about Proctorio fairly close to the exam. They didn't have much time to review. Fidgeting is not a big flag on Proctorio. Going forward they will not be able to use scrap</p>	
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	<p>paper. There is a white board on Proctorio but it is not the same as having scrap paper. The class prefers the use of scrap paper but this give the students an opportunity to write down questions. Faculty may not want to reuse questions if the class can use scrap paper. Carla invigilated the NBME and you can't see what is going on around the learner. A pic of the screen can be taken and not be seen by the invigilator. Some are not comfortable on video showing their home or writing from home at all. The white board is like MS Paint.</p>	
<p>4. PESC Review of Response to Phase 3 Evaluation Reports</p>	<p>There are no updates. The Phase 3 evaluation issues from last year are directly related to COVID. HSIMS and UGME have already moved on some of the weaknesses. All feedback has been dispersed. Jasbir spoke with Nadine and Claire. The class would like to have more QI. There is a session in November but they would like to have it earlier.</p>	
<p>5. Clinical Skills</p>	<p>There was an issue with in-person clinical skills but there has been a compromise. Some concerns were expressed regarding PPE. There is concern that gloves can be a contaminate. They are still being asked to gown and glove. There will be a clinical skills meeting shortly. One-on-one-sessions are great. Learning MSK via Zoom and being in person has put things into perspective. There is focused feedback when one-on-one.</p>	



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6. ILS	The first ILS is October 20. The format will be live Webex with rooms. It will be based on Neurology and Psychiatry. Jerry McGrath will reach out to Steve Shorlin to make sure it goes as smooth as possible. Debra Bergstrom did a trial as a cohosts going in and out of rooms. She can join Jerry as well. HSIMS will divide the class into groups. Engagement will be the difficult part. ILS session are now scheduled after the exams.	
7. Research Curriculum Group	Hoping to get the vacant position at UGME filled soon. A research plan should be received by October 23, only one has submitted so far. The class can still email the curriculum account, Carla is checking it. There are concerns for 5 or 6 students. Some haven't been able to get their data since the pandemic hit. Hoping they will get it in Phase 4. Students can contact Rod Russell directly.	
8. Community Health & Faculty Issues		
9. Physician Competencies	No update	
10. Review of Terms of Reference	Changes are being made. Should there be a faculty lead for each course? The Research Lead falls under Physician Competencies but should a Research Lead be included? There is nobody from CLSC on the team. It would be helpful to have extra voting members. If adding leads for each course, a lead for the Patient course will need to be recruited.	

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	It was proposed to take out the faculty lead for each course and list specific leads. It is recommended to add a CLSC rep. Add under non-voting a Faculty Development rep – Steve Shorlin.	
11. Accreditation Updates		
12. Next meeting	Jasbir thanked the students for their feedback. Motion to adjourn: Jasbir Gill Seconded: Debra Bergstrom  Next meeting: November 4, 2020	