

Undergraduate Medical Studies Committee Meeting		DATE	February 17, 2016
		ROOM	M2M240
CHAIR	Dr. Sean Murphy,		
MEMBERS: 2014 - 2015	<p>Student Representatives (2)</p> <ul style="list-style-type: none"> • Mr. Mark Hayward, Phase 1 – 3 Student Representative • Ms. Kylie Goodyear, Junior Student Representative <p>Academic/Administrative Representatives (5)</p> <ul style="list-style-type: none"> • Dr. Olga Heath, Faculty Representative (on leave) • Dr. Carolyn Morris-Larkin, Faculty Representative • Dr. Sheila Drover, Faculty Representative • Dr. Lindsay Alcock, Faculty Representative • Dr. John Campbell, Faculty Representative <p>Permanent Members (13)</p> <ul style="list-style-type: none"> • Dr. James Rourke, Dean of Medicine • Dr. Donald W. McKay, Associate Dean, Undergraduate Medical Education • Ms. Elizabeth Hillman, Registrar’s Delegate • Ms. Carla Peddle, Acting UGME Coordinator • Dr. Alan Goodridge, Chair - Program Evaluation Sub-Committee • Dr. Vernon Curran, Chair – Student Assessment Sub-Committee • Mr. Stephen Pennell, Chair – Information Technology Advisory Committee • Dr. Kath Stringer, Phase 4 Lead/Clerkship Coordinator • Dr. Victor Maddalena, Phase 1 Lead • Dr. Lisa Kenny, Phase 2 Lead • Dr. Joanne Hickey, Phase 3 Lead <p>Non-Voting Corresponding Members (4)</p> <ul style="list-style-type: none"> • Dr. Tom Laughlin, Assistant Dean – New Brunswick • Dr. Mohamed Ravalia, Assistant Dean – Rural Medical Education Network • <i>Vacant</i>, Assistant Dean – Prince Edward Island • <i>Vacant</i>, Assistant Dean – Yukon 		
PARTICIPANTS	S. Murphy, D. McKay, E. Hillman, C. Peddle, K. Stringer, C. Morris-Larkin		
REGRETS			

RECORDING SECRETARY	<i>Minutes Not Recorded – Transcribed by Ms. Carla Peddle</i>		
GUESTS			
MINUTES			
AGENDA	ITEM	DISCUSSION	ACTION
#1 WELCOME		The meeting was called to order at 1600 hours. Due to a large number of regrets, quorum was not met.	
#2 AGENDA APPROVAL		No additions.	
#3 APPROVAL OF MINUTES		Tabled until quorum meets.	
#4 STANDING COMMITTEE REPORTS	Item 4. a. PESC Report	No report.	
	Item 4. b. SAS report	No report.	
	Item 4. c. iTac Report	iTac will be asked to develop a formal proposal for the recording of lectures to address the following among other items: <ul style="list-style-type: none"> i. What is/is not possible? (i.e. view before posting, take down at the end of the course, etc.) ii. Can we have a truly Opt-In process with the ability to opt out later? 	ACTION: To be followed up at future meeting.
Report from NB			

#5 PHASE 4- CLERKSHIP REPORT/ISSUES		No report.	
#6 PHASE 3 REPORT/ISSUES		No report.	
#7 PHASE 2 REPORT/ISSUES		No report.	
#8 PHASE 1 REPORT/ISSUES		No report.	
#9 SENATE, SCUGS, AND UNIVERSITY ISSUES		<p>D. McKay reported that at the Senate meeting on 16 February, 2016 the addition of Community Engagement 3 was passed, as was the renaming of Special Projects 1-3 to Physician Competencies 1-3.</p> <p>Major modifications to University General Regulations 6.6 and 6.7 were approved. Key points include new language required in all course syllabi surrounding academic misconduct.</p> <p>D. McKay responded at the 16 February, 2016 Senate meeting on behalf of the FoM to the consultation on the proposal for DEX (i.e., Drop Excused) and retroactive withdrawal.</p>	
#10 SENIOR MANAGEMENT COMMITTEE AND POLICY ISSUES		No issues.	
#11 ACCREDITATION ISSUES		No issues.	
#12 UGME OFFICE REPORT AND ISSUES		No issues.	

#13 MATTERS ARISING FROM THE MINUTES			
#14 NEW BUSINESS		None.	
#15 ADJOURNMENT		Meeting adjourned at 1617 hours.	
Next Meeting		Next regular meeting scheduled for 16 March, 2016.	



Sean W. Murphy, MD

Committee Chair