

Undergraduate Medical Studies Committee Meeting		DATE	July 15, 2015
		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. Susan Wakeham, Phase 4 Student Representative <p>Academic/Administrative Representatives (5)</p> <ul style="list-style-type: none"> • Dr. Olga Heath, Faculty Representative • 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. Melody Marshall, 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, Clerkship Committee Chair • Dr. Victor Maddalena, Phase 1 Lead • Dr. Lisa Kenny, Phase 2 Lead • Dr. Joanne Hickey, Phase 3 Lead • Dr. Kath Stringer, Phase 4 Lead <p>Non-Voting Corresponding Members (4)</p> <ul style="list-style-type: none"> • Dr. Todd Lambert, 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, C. Morris-Larkin, K. Stringer, L. Kenny, J. Hickey, V. Curran, A. Goodridge, S. Wakeham, E. Hillman, D. McKay, S. Drover		
REGRETS	V. Maddalena, L. Alcock, J. Campbell, M. Hayward, O. Heath, M. Marshall, S. Pennell		

RECORDING SECRETARY	<i>Minutes Taped – Transcribed by Ms. Carol Vokey</i>		
GUESTS			
MINUTES			
AGENDA	ITEM	DISCUSSION	ACTION
#1 WELCOME		The meeting was called to order at 1608h.	
#2 AGENDA APPROVAL		The Agenda was approved.	ACTION: Agenda approved with noted additions.
#3 APPROVAL OF MINUTES		The Minutes for the June 17, 2015 meeting were approved as presented.	
#4 STANDING COMMITTEE REPORTS	Item 4. a. PESC Report	A. Goodridge reported that PESC is working on fine tuning Phase 4 evaluations and will be meeting regarding ATIPPA legislation.	
	Item 4. b. SAS Report	<p>V. Curran discussed standard setting methods and said the majority of voting members of SAS are supportive of bringing forward the Hoftsee method for Phases 1 to 3 to this Committee for a recommendation. D. McKay conducted a Power Point presentation explaining the Hoftsee Method. There was much discussion regarding parameters and they were decided to be:</p> <p>Maximum possible pass mark: 70% Minimum possible pass mark: 60% Lowest possible percentage of failures: 0% Maximum possible percentage of failures: 10%</p> <p>This replaces the previously agreed on maximum 5% failures discussed in a recent UGMS meeting. This will apply to the health stages courses and other courses as deemed appropriate.</p>	MOTION BY C. Morris-Larkin to adopt the Hoftsee Method using parameters as determined for the summative exams in Phases 1 to 3. Seconded by S. Drover. Motion carried.

	Item 4. c. iTac Report	No report presented as S. Pennell wasn't present.	
#5 PHASE 4-CLERKSHIP REPORT/ISSUES	i) Course proposals/ Assessment Plans	K. Stringer discussed updates to Course Proposals for 8710 Core Experiences and 8750 Practice Continuum. These two courses start in August with others starting in a year which will be discussed later.	Motion by K. Stringer to accept 8710 Core Experiences with edits. Seconded by J. Hickey. Motion carried. Motion by K. Stringer to accept 8750 Practice Continuum with edits. Seconded by L. Kenny. Motion carried.
#6 PHASE 3 REPORT/ISSUES		J. Hickey said changes discussed today can be firmed up in September.	
#7 PHASE 2 REPORT/ISSUES		L. Kenney gave a brief update on phase 2 saying there were no major issues. Her team is working through assessment data, working with students and making recommendations regarding assessment maps. Schedule has not been finalized yet.	
#8 PHASE 1 REPORT/ISSUES		D. McKay reported V. Maddelana has met with J. Ramlackhansingh (new Curriculum Manager). D. McKay has sent a letter to all faculty members introducing the new Curriculum Manager. V. Whelan is focal point on scheduling issues and will be working with the Curriculum Manager and J. Barrett to determine minor edits needed to the schedule. He anticipates the schedule to be finalized soon.	
#9 SENATE, SCUGS, AND UNIVERSITY ISSUES		D. McKay brought up the issue of other schools using statements of academic misconduct on every course syllabus saying he is not recommending doing this. He feels it is unnecessary to highlight one recommendation as it sends the message that the others do not apply; statements of integrity would be more useful which indicate how one should act as opposed to how one shouldn't act; and, there is no requirement to add this to the course syllabus at this time. As well, medical students have different expectations as they have to follow at least 4 codes of conduct which apply to them whether they are in class or not. A few items arising from meeting with medical Council of Council:	-

		<ul style="list-style-type: none"> - MCC objectives will be changed for 2018, and there will be a new exam in 2018. Objectives are not yet released but are relatively similar to previous years. S. Pennell and ITAC have been alerted they will need to have 2 different versions in CBLUE. - Record high failure rate as a result of the MCC deciding to raise fail rate to 5%. The Associate Deans felt this sends a bad message to students as they would rather focus on good patient care than cramming for exams. - This may have implications as students may change their focus. The plan is to involve Student Affairs earlier; as well the new curriculum will identify struggling students earlier. 	
#10 SENIOR MANAGEMENT COMMITTEE AND POLICY ISSUES		No issues	
#11 ACCREDITATION ISSUES		No issues	
#11 UGME OFFICE REPORT AND ISSUES		No issues	
#12 MATTERS ARISING FROM THE MINUTES		No matters arising from the minutes.	
#13 NEW BUSINESS		<p>i) Subject lead/content experts (tabled for next meeting)</p> <p>ii) Revision of objectives for clinical skills D. McKay said there has been a long-standing issue re Obstetrics and Gynecology objectives and where they should be addressed. This is resolution to that issue.</p> <p>Proposed Clinical Skills objectives related to introductory point-of-care ultrasound (POCUS) were circulated.</p>	<p>Motion by D. McKay to accept the revision of objectives for clinical skills (Ob/Gyn and POCUS) with minor edits. Seconded by A. Goodridge. Motion carried.</p>

		iii) Standard setting methods (covered in Item 4b.)	
#14 ADJOURNMENT		The meeting adjourned at 1800h.	
Next Meeting		Next regular meeting will be held September 16, 2015.	



Sean. W Murphy, MD
Committee Chair