Phase 2 Management Team
Minutes

Tuesday, December 3, 2024
4:00 p.m.
Webex

Attendees: Amanda Fowler (Chair), Erin Matthews, Tara Snelgrove, Brian Kerr, Qasim Dogar, Heidi Coombs, Carla Peddle, Steve Shorlin, David Stokes, Katrin Zipperlen, Dr. Aleisha Murnaghan, Sarah Peddle

Regrets: Alison Haynes, Maria Goodridge, Delphine Drynszpan, Michelle Simms

Recorded by: Webex

Topic	Details	Action Items and person responsible
Introduction and Welcome		
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflicts	
Review and approval of prior minutes - Review of action items from previous meeting	No quorum Approval of October minutes deferred	
1. Business Arising		
2. Assessment	- The assessment plans for the Phase 2 patient course have been approved. - If the assessment plans should be on the website soon, if not already.	

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Faculty of Medicine

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	- The assessment plan for community engagement reflective assignment was changed slightly. They will be graded as a pass/fail with 70% as the pass mark. - There will be a place for instructors to indicate where students have done excellent.	
3. PESC	- PESC will have one more meeting before the holidays. Nothing to report.	
4. Curriculum Lead	- No changes to report. The last set of changes went to UGMS for approval. - Brought forward from the last meeting, COS was going to bring the antimicrobials learning objectives to the UCL. The objectives mismatched the questions. COS will follow up.	
5. Community Health	- No report	
6. Research	- No report	
7. Physician Competencies	- No report	
8. Clinical Skills	- No report	
9. ILS	- A specialist facilitator has been lined up for February ILS. Nothing from Family Medicine yet.	
9. Student Issues	- No concerns - The D2L Phase 2 site will be available for the learners before Christmas, which will include course information.	
10. New Business		
11. Next Meeting	TBD	