



**Program Evaluation Subcommittee (PESC)
Undergraduate Medical Education
Chair: Dr. Alan Goodridge
October 26th, 2021 from 12:30 – 2:00 pm
WebEx Meeting**

Attendees: Alan Goodridge (Chair), Kaela Barrington, Heidi Coombs, Dawn Curran, Norah Duggan, Rick Perrier, Katrin Zipperlen

Regrets: Hannah Brennan, Jasbir Gill, Heather Jackman, Amanda Pendergast, Bruce Sussex

Topic	Details	Action Items and Person Responsible
Welcome	A. Goodridge welcomed members to the meeting and conducted a round of introductions for D. Curran, our new Phase 1-3 Learner Representative.	
Agenda	Review for Conflict of Interest: no conflict of interest was disclosed. Review/Confirmation of the Agenda: approved with no additions. – Quorum not met.	
Review of Minutes	Review and Approval of Minutes, 19 September 2021 – Quorum not met.	Approval of minutes deferred to the November meeting.
Phase 3 Course Evaluation Reports	H. Coombs presented the Phase 3 Course Evaluation Reports (2020-21) on behalf of J. Gill. - <u>MED7710: Patient III</u> – Overall mean for the course was 4.1, up from last year. The response rate was 19%. Four items were rated below 3.5 which were under content-delivery methods. The lowest rated methods were pre-recorded without PPT, teleconference, PPT slides (only), and online modules. Overall, no major changes from last year. A. Goodridge pointed out the decline in the response rates over the past number of years and asked if learners could encourage H. Coombs noted that the Assessment Mean increased from 4.0 in 2019-20 to 4.5 last year (2020-21), which was consistent with 2018-19 (4.5). She wondered if the decline in the mean for 2019-20 was more a reflection of the impact of COVID-19 on that year specifically.	J. Gill to address issues arising from Phase 3 Reports at the November meeting. J. Gill to complete the Course Evaluation Response Reports.

	<p>With reference to the low score for “Pre-Recorded Lecture without PPT Slides,” D. Curran suggested that could reflect the use of Lecture Capture from the previous year which was problematic.</p> <ul style="list-style-type: none"> - <u>MED7720: Clinical Skills III</u> - Overall mean for the course was 4.5, up a little bit from last year. The response rate was 15%. There were no items rated below 3.5. - <u>MED7730: Physician Competences III</u> – Overall mean for the course was 4.5, up from 4.0 last year. The response rate was 14%. For content-delivery methods, teleconference was the lowest rated method. - <u>MED7750: Community Engagement III</u> – Overall mean for the course was 4.5, up from 4.0 last year. The response rate was 14%. There were three items rated below 3.5, all in content-delivery methods. The lowest rated methods were pre-recorded lectures without PPT, teleconference and PPT slides (ONLY). <p>K. Zipperlen noted that the jump in the Assessment mean from 3.6 in 2019-20 to 4.5 in 2020-21 had to do with the delivery of the course. In 2019-20, the Community Visit was virtual, which affected the assessment. Students were asked to write a reflective essay without having been in the community, it was a theoretical exercise which dragged the assessment mean down. This year (2020-21), everything went back to pre-COVID.</p> <p>H. Coombs pointed out that the lack of narrative comments in the reports is a reflection of the very low response rates. A. Goodridge outlined the various methods we have used over the years to increase response rates, including dedicated time in the schedule.</p> <p>D. Curran suggested that protected time in-person between classes might be helpful. However, in-person lecturers have been going over time which would not leave any time between lectures for completing evaluation forms. A. Goodridge suggested making another attempt at scheduling protected time into the Phase schedules.</p> <ul style="list-style-type: none"> - <u>Black Bag (MED7750)</u> – Overall rating 4.4, up from 4.2 two years ago. Response rate was 61%. No items were related below 3.5. - <u>MED7740: Phase 4 Preparation</u> – Overall mean for the course was 4.1, compared to 3.1 last year. Form was revised for 2020-21. Response rate was 19%. One item was rated below 3.5. 	<p>H. Coombs to contact Vivian about re-visiting protected time for evaluation.</p>
<p>Assessment Reports (2020-21)</p>	<p>K. Zipperlen presented the Phase 2 and Phase 3 Assessment Reports for 2020-21. She noted that the exams for both Phases were invigilated online through Proctorio.</p> <p>With reference to MED6780: Community Engagement II, some students found it difficult to incorporate several topics into one large reflective essay and asked for several smaller essays. K. Zipperlen discussed this with the instructors who felt it would be better to keep the assessment at one large essay and to encourage students to write notes towards the essay after the sessions.</p> <p>With reference to MED7710: Patient III, the Student Assessment Subcommittee (SAS) discussed whether or not the number of exams should</p>	<p>K. Zipperlen to create a guiding document for assessment in MED7740.</p>

	<p>be changed due to the shortened blocks (i.e. one exam to cover two shorter blocks) but decided to keep the number of exams as it is.</p> <p>With reference to MED7740: Phase 4 Preparation, there was a lack of clarity about assessment for this course. K. Zipperlen will create a guiding document outlining what is expected in terms of assessment from each of the sessions.</p> <p>A. Goodridge thanked K. Zipperlen for presenting the Student Assessment reports for Phases 2 and 3 (2020-21).</p>	
Learner Representation	<p>D. Curran – nothing to report.</p> <p>H. Brennan – not present.</p> <p>R. Perrier reported that he brought up the fact that we are looking into revising the faculty evaluation forms at a recent PARNL meeting and the idea was well received.</p>	
Updates	<p>A. Pendergast – not present.</p> <p>H. Jackman – not present.</p> <p>J. Gill – not present.</p> <p>N. Duggan – nothing to report.</p>	
Other Business	<p>A. Goodridge noted that according to our Terms of Reference, we can accommodate one more member-at-large on PESC. He will discuss this with UGMS.</p>	<p>A. Goodridge to discuss recruiting another member-at-large with UGMS.</p>
	<p>Meeting adjourned at 1:51PM</p>	

Next Meeting: Tuesday, November 16, 2021 - WebEx