



Program Evaluation Subcommittee (PESC)
Chair: Dr. Alan Goodridge
NOTES

Tuesday, June 21st, 2022
12:30 – 2:00 pm WebEx Virtual Meeting

Attendees: Alan Goodridge (Chair), Kaela Barrington, Heidi Coombs, Norah Duggan, Jasbir Gill, Rick Perrier, Katrin Zipperlen
Regrets: Hannah Brennan, Dawn Curran, Taryn Hearn, Heather Jackman, and Bruce Sussex

Topic	Details	Action Items
Welcome	A. Goodridge welcomed members to the meeting. The meeting did not have quorum, but continued as a preparation session for accreditation.	
Agenda	Review for Conflict of Interest: no conflict of interest was disclosed. Review/Confirmation of the Agenda: approved with no additions.	
Meeting Notes	Since there was no quorum, there were no minutes for this meeting.	
Business Arising	H. Coombs discussed an environmental scan about feedback from faculty during clerkship. A. Goodridge and H. Coombs will meet to review the surveys from UBC. The Curriculum Review may be a good time to review our options for receiving feedback from faculty during Phase 4.	ACTION: A. Goodridge and H. Coombs meet to discuss UBC surveys.
Reports	N. Duggan presented the Phase 4 Response Reports. <ul style="list-style-type: none"> Phase 4 MED8710 (Core 2020-21) Response Reports Phase 4 (Post-Core) Course Evaluation Reports 	ACTION: K. Zipperlen to follow-up with Brian re introducing LIC in the fall. ACTION: H. Coombs to review the MED8730/8740 reports to see if students give reasons why they do not recommend a rotation. ACTION: H. Coombs to create a spreadsheet of placements that were not recommended.

Learner Representation	D. Curran – not present. H. Brennan – not present. R. Perrier – nothing to report.	
Updates	Phase 1 – A. Pendergast has stepped down as Phase Lead. Phase 2 – H. Jackman has stepped down as Phase Lead. Phase 3 – J. Gill had nothing else to report. Phase 4 – N. Duggan had nothing to report. UGME – T. Hearn sent regrets.	
New Business	Curriculum Review A. Goodridge, T. Hearn, B. Kerr, and H. Coombs will be meeting in 2 weeks to discuss the terms of reference for a new Curriculum Review. It was suggested the PESC strike a separate committee for the review.	ACTION: H. Coombs to arrange a meeting to discuss the Curriculum Review.
	Low Response Rates H. Coombs noted that the response rates have been very low on all evaluations this year. She speculated that the students may be disengaged from evaluation because they have so many other ways to provide feedback, such as QI sessions.	ACTION: PESC to continue monitoring the low response rates.
	Anonymous Reporting Link H. Coombs noted that the University of Toronto has their faculty evaluations set up with an external link to a mistreatment reporting mechanism. She will discuss the possibilities of setting up something similar with HSIMS. H. Coombs reported that Memorial University has a new approach to course evaluation which focuses on the students' learning experience, rather than the students' opinions of an instructor. She suggested we revise our faculty evaluation forms to be in-line with the University's new approach.	ACTION: H. Coombs to meet with HSIMS about setting up an external link to evaluation surveys. ACTION: H. Coombs to revise the FOM evaluation forms according to the University's new approach to evaluation.
	Evaluating Tutorials H. Coombs brought up the idea of evaluating the tutorials but noted there would be challenges. The students are divided into groups and a different tutor is assigned to each group. We often do not know which tutor was assigned to which group. We could get the students to self-select their tutor, but there is no guarantee they would select the right person.	
	A. Goodridge noted that A. Pendergast and H. Jackman have stepped down as Phase 1 and Phase 2 Leads respectively. He thanked them for their contributions to PESC and for representing their Phases over the past number of years.	
	Meeting adjourned at 1:48PM	

Next Meeting: September 20th, 2022 – WebEx