



Curriculum Oversight Subcommittee Minutes

Tuesday, January 18th 2022

3:00 p.m.

Webex

Attendees: Alison Haynes, Brian Kerr, David Stokes.

Topic	Details	Action Items and person responsible
Introduction and Welcome		
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflicts No additions to the agenda	
Review and approval of prior minutes and action items	Minutes approved	
Matters Arising from the Minutes	<ol style="list-style-type: none"> 1. Alison to contact Vivian and Dean's office to distribute teaching material 2. David to review website to update COS name 3. Brian to update Curriculum Change Policy 4. David to update Curriculum Change workflow diagram 	<ol style="list-style-type: none"> 1. The document is being reviewed by the UGME office before it is discriminated. 2. Complete. 3. Brian to contact the Policy Analyst 4. David to update the file and update website. Then share to update

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		Accreditation documents.
1. Phase 1 Curriculum	Discussed Minor Curriculum Change Request.	Alison to update in tracking sheet and report to UGMS. David to update on CBlue.
2. Phase 2 Curriculum	No Curriculum Change Requests to review. Discussed concerns from students regarding the number of assessments for Phase 2, especially at the end. This has been discussed at SAS and will be discussed at the next UGMS.	
3. Phase 3 Curriculum	Discussed Major Curriculum Change Request. The request to remove the 6 Month Well Baby Visit Module has been withdrawn by the requestor. The module will be updated instead.	Alison to remove from the tracking sheet. No need to proceed.
4. Phase 4 Curriculum	No Curriculum Change Requests to review.	



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5. Minutes and Agenda Postings	Discussed posting the COS Minutes and Agenda to the website. Approval will be required from the Dean's Office.	Alison to follow up with Tracey Pittman and/or Carla Peddle.
6. Equity, Diversity and Inclusion Content	COS had met with EDI faculty leads and student representatives to discuss EDI in the curriculum. Drs. Bolu Ogunyemi and Jill Allison are invited to the next UCL meeting to discuss improving EDI in the curriculum.	Alison to set up a meeting with the EDI faculty leads and the ILS Working Group to look at option for integrating EDI into the ILS.
7. UCL Meeting	Discussed the agenda for the next UCL meeting scheduled for January 27 at 4PM.	Alison to prepare the agenda and disseminate.
8. Accreditation Update	All documentation has been uploaded to the CACMS website.	
9. New Business	The Dean had received an email from the Canadian Geriatrics Society, they released an Aging Care 5M Competencies framework for undergraduate medical students. The UCL for Geriatrics is reviewing the framework and our curriculum to identify any gaps.	
10. Keep in View	<ul style="list-style-type: none"> Follow up regarding any policies (or changes to policy) or accreditation standards regarding scheduling hours 	

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	<ul style="list-style-type: none">• Initiate process of CDCs and UCLs meeting early 2022• Initiate formal review of the Phase 4 Curriculum.• Follow up with CH&H referencing Biostatistics	Brian to follow up with PESC to get the review of the Phase 4 curriculum initiated from them as a formal review.
11. Next Meeting	Next meeting February 15 th , 1PM	