

Student Assessment Sub-Committee Minutes

Wednesday, April 26, 2023, 4:00 pm
via WebEx

Attendees (in alphabetical order): H. Coombs, V. Curran, S. Drodge, R. Elliott, A. Goudarzi, M. Najafizada, S. Pennell, P. Pike, T. Snelgrove, K. Zipperlen

Guest: J. Quinlan, Faculty Lead for Physician Competencies

Regrets (in alphabetical order): A. Gou, T. Hearn, C. Langmead, S. Reid, M. Wahl

Topic	Details	Action items and person responsible
Introduction and Welcome	V. Curran welcomed the group.	Call to order at 4:04pm
Agenda review - Review for COI - Confirmation of Agenda	No conflict of interest was declared and the agenda was approved.	
Review and approval of March 22, 2023 minutes.	<i>It was MOVED by S. Drodge and SECONDED by T. Snelgrove to accept the minutes of the March 22, 2023 meeting as presented.</i> <i>All in favour and the MOTION PASSED.</i>	
1. Business arising		
1.1 Review of action items from March		
2.3.1 Accreditation report AY 2021-2022 Action: K. Zipperlen and M. Simms to follow up with T. Hearn regarding presentation of accreditation report at UGMS. Update: M. Simms presented report at UGMS.		ACTION: Complete
2.3.3 Phase 1 course assessment reports (Class of 2026) Action: K. Zipperlen will send course assessment reports to Dr. S. Cooke-Hubley for response, and then update Phase 1 Management Team. Update: The Phase 1 course assessment reports have been provided to Dr. S. Cooke-Hubley who has reviewed them and provided her response.		ACTION: Complete
3.1 New AI technologies Action: K. Zipperlen will add the university recommended statement to all assessment plans for the new academic year. Update: K. Zipperlen has added the statement to the Phase 4 assessment plans for the Class of 2025 and will also include them in the other assessments plans for the new academic year.		ACTION: Complete

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1.2 Peer Assessment Proposal	
<p>J. Quinlan presented proposed changes to peer assessment in Phases 1-3, including:</p> <ul style="list-style-type: none"> • Use HELM groups in Phases 2 and 3 as Clinical Skills group too small. • Remove the second iteration of peer assessment in Phase 3. • Learners to complete form as self-assessment in Phase 1. The assignment description will be updated accordingly. • Increase the assignment length to 400-600 words. • Emphasize importance of peer assessment for physicians in Phase 2 assignment. <p><i>It was MOVED by T. Snelgrove and SECONDED by P. Pike to approve the changes to peer assessment as presented by J. Quinlan.</i></p> <p><i>All in favour and the MOTION PASSED.</i></p>	
1.3 Changes to Phase 2 Anatomy Portfolio assessment	
<p>T. Snelgrove presented proposed assessment change for the Phase 2 Anatomy Portfolio for the Class of 2026. Anatomy UCL J. Andronowski has requested to switch the Head & Neck practical exam to a group presentation. The weighting of the portfolio would subsequently be updated to have the group presentations contribute 50% and the practical exam 50% of the portfolio grade.</p> <p><i>It was MOVED by T. Snelgrove and SECONDED by S. Drodge to change the Phase 2 anatomy assessment of the head and neck content from a practical exam to a group presentation and to adjust the grade contribution accordingly.</i></p> <p><i>All in favour and the MOTION PASSED.</i></p>	
2. Standing Items	
2.1 Phase 1-4 assessment updates	
<p>Phase 1: P. Pike had nothing new to report.</p> <p>Phase 2: T. Snelgrove reported all is going well and the group is preparing for the next exam.</p> <p>Phase 3: S. Drodge reported that the group was short on questions for the theme 9 exam. After a push to get questions from instructors, the exam was put together. Discussed if timing of reminders to instructors should be reviewed. T. Snelgrove reported lack of submitted questions an issue at times in Phase 2 as well but usually resolved through follow-up by Instructional Designer. Question reminders will stay as is for now.</p> <p>Phase 4: S. Reid sent her regrets but provided an update via email. The Phase 4 Management Team has recommended the Class of 2023 for promotion to graduate.</p>	

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<p>The Progress Exam Advisory Group has finished work on blueprinting the progress exam topics and linking to MCC objectives. All topics have been assigned and subject matter experts from the group are ready to pick questions from NBME bank. The group is recommending to have 160 questions on the exam for a total exam time of 4 hours. The exam difficulty should be 0.75. K. Zipperlen clarified that the exam difficulty is the average difficulty of all items on the exam and gets automatically calculated by the NBME platform when the exam is assembled. Will likely end up with an exam difficulty range from 0.74-0.76. The next step is for each subject matter expert group to meet with K. Zipperlen to select exam questions.</p>	
2.2 Learner Matters	
<p>Phases 1-3: A. Gou not present to report.</p> <p>Phase 4: C. Langmead not present to report.</p> <p>Post Grad: R. Elliott had nothing new to report.</p>	
2.3 Assessment monitoring and evaluation	
2.3.1 Exam Blueprint Phases 2 and 3	
<p>K. Zipperlen shared the following exam blueprints:</p> <ul style="list-style-type: none"> Phase 2 Theme 3 – two sessions not represented, otherwise no concerns noted Phase 3 Theme 7 – one session not represented, otherwise no concerns noted Phase 3 Theme 8 - one session not represented, otherwise no concerns noted 	
2.3.2 Responses to Phase 4 course assessment reports	
<p>K. Zipperlen reported that most of the remaining responses for the Phase 4 course assessment reports have been received.</p> <ul style="list-style-type: none"> N. Duggan provided response for MED 8710 Core Experiences – no changes planned regarding assessment. Curricular review ongoing and will evaluate and action continued concerns regarding clinic cards and overall assessment process. N. Duggan provided response for MED 8720 Clinical Skills IV – course assessment could not be delivered for the Class of 2022. The course went ahead as planned for the current year and the Class of 2023 completed the OSCE and the mandatory procedures assessment. Draft response for MED 8750 Physician Competencies IV; no confirmation from Phase 4 leadership, will file as is. No significant issues identified, need to continue with TA training for assignment grading. The course is being reviewed, some content from Phase 4 Prep is being moved there. 	
2.3.3 Phase 4 assessment plans Class of 2025	
<p>K. Zipperlen shared the Phase 4 assessment plans for the Class of 2025. Statement about use of AI or large language models (e.g. chatGPT) not permitted for course work has been added to the assessment plans.</p> <ul style="list-style-type: none"> MED 8710: Core Experiences 	

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<ul style="list-style-type: none"> ○ No changes to assessment methods for the block-based rotations or LIC. ○ EPA 14 pilot being continued. ○ New title and wording for EPA 10 as per AFMC document; this is updated in the assessment plan drafts. ○ Switching to new NBME product for progress testing called Customized Assessment Services (CAS); pass score for summative exam to be determined. • MED 8720: Clinical Skills IV <ul style="list-style-type: none"> ○ No changes to assessment methods. ○ Course success criteria updated to reflect language used for mandatory procedures assessment. ○ Section added to describe standard setting for OSCE. • MED 8720: Clinical Skills IV Class of 2024 <ul style="list-style-type: none"> ○ Same changes as outlined above for Class of 2025. • MED 8730: Electives <ul style="list-style-type: none"> ○ No changes to assessment methods. ○ Removed requirement to be entrustable for all EPAs from course success criteria. • MED 8740: Selectives <ul style="list-style-type: none"> ○ No changes to assessment methods. ○ Removed requirement to be entrustable for all EPAs from course success criteria. • MED 8750: Physician Competencies IV <ul style="list-style-type: none"> ○ No changes to assessment methods. ○ Added “attend or complete all sessions as per the course requirements” to course success criteria. • Overall Phase 4 assessment plan <ul style="list-style-type: none"> ○ Incorporates the changes outlined in individual plans. <p><i>It was MOVED by P. Pike and SECONDED by R. Elliott to approve the Phase 4 assessment plans as presented.</i></p> <p style="text-align: right;"><i>All in favour and the MOTION PASSED.</i></p>	
<p>2.3.4 Responses to Phase 1 course assessment reports</p> <p>K. Zipperlen presented the responses to the Phase 1 course assessment reports (Class of 2026) as received from Phase 1 Lead Dr. S. Cooke-Hubley.</p> <ul style="list-style-type: none"> • MED 5710 Patient I <ul style="list-style-type: none"> ○ No assessment concerns identified. ○ Review of Biochemistry content continuing, no changes for 2023-2024 academic year. • MED 5720 Clinical Skills I <ul style="list-style-type: none"> ○ No assessment concerns identified. 	

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<ul style="list-style-type: none"> • MED 5730 Physician Competencies I <ul style="list-style-type: none"> ○ Peer assessment updated as per approved proposal presented by Dr. J. Quinlan. ○ No other assessment concerns identified. • MED 5740 Community Engagement I <ul style="list-style-type: none"> ○ Dr. S. Cooke-Hubley has reviewed the Early Clinical Experience (ECE) assignment with new Family Medicine Undergraduate Lead Dr. M. Greene. ○ Number of ECE afternoons being reduced, assignment edited to reflect that. 	
3. New Business	
3.1 Update from Progress Exam Advisory Group	
Covered under 2.1., Phase 4 update submitted by S. Reid.	
Next Meeting: May 24, 2023	Adjourned at 5:00pm