

Student Assessment Sub-Committee Minutes

Wednesday, October 23, 2019

4:00 pm

OPED Meeting Room 5

Attendees: T. Adey, H. Coombs, V. Curran, D. Deacon, S. Drodge, N. Duggan, S. Pennell, C. Skanes, B. Turner, C. Vokey, E. Winter

Regrets (in alphabetical order): S. Murphy, M. Najafizada, P. Pike, N. Rockwood, B. Thiessen

Topic	Details	Action items and person responsible
Introduction and Welcome	V. Curran welcomed the group, and members introduced themselves for new member H. Coombs (Program Evaluation).	T. Adey to approach UGMS for SAS Member-at-Large for Biomedical Sciences.
Agenda review - Review for COI - Confirmation of Agenda	No COI declared. Agenda reviewed and approved.	
Review and approval of prior minutes	The minutes were reviewed, and B. Turner pointed out error under Student Matters where the names B. Turner and C. Skanes were mixed up. C. Vokey to correct. It was MOVED by B. Turner and SECONDED by V. Curran to approve the September 25, 2019 minutes as presented. All were in favour, and the MOTION CARRIED .	C. Vokey to correct error under Student Matters in September 25 2019 minutes.
Review of action items from previous meeting	- PESC is looking at changes to MED 8710 evaluation forms. - T. Adey said the APC Lead has been found, and the request for Phase 4 Assessment Lead has been sent again to Discipline Chairs. - D. Deacon to obtain more details on assignment and rubrics before sending the Assessment Plan for MED 5740 out for email vote. Completed and Assessment Plan has be uploaded online. - Re Peer Assessment evaluation report: V. Curran and D. Deacon to consult with N. Fairbridge and look at it again in a year.	H. Coombs and D. Deacon - ongoing T. Adey will keep Committee updated. Completed Ongoing
2. Standing Items	Phase 1-4 assessment updates: <u>Phase 1</u> - P. Pike not present <u>Phase 2</u> – B. Thiessen was not present to report.	

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	<p><u>Phase 3</u> – S. Drodge said no major issues, someone hired on HSIMS side. Going well.</p> <p><u>Phase 4</u> – N. Duggan said there is a new APC lead, Dr. James Thorburn, but there is no Assessment Lead yet.</p> <p>They are struggling with the way Phase 4 rolls out as there is an issue when a student is not progressing satisfactorily from core to post core and may be required to reassess. As core spans a two-year period, if remediation is required the student will have to remediate core material too extensive to achieve during s/electives so graduation will be delayed for one year. The student could be delayed graduation by up to two years if the Phase Management Team’s remediation plan is not followed as the Promotions Committee does not meet until the end of the Phase. They have a potential solution that has to be discussed with E. Hillman and any changes would have to be included into the calendar which cannot be approved before the 2020/21 academic year. Both student representatives said they weren’t aware of this, and N. Duggan said most of the information is written into assessment plan and she does include this in her clerkship talk.</p>	<p>N. Duggan and T. Adey to discuss potential solutions with E. Hillman of the Registrar’s Office and will keep the Committee updated.</p>
<p>2.2 Student Matters</p>	<p><u>Phase 1-3:</u> C. Skanes said no issues, nothing really due up to now. She shared some positive feedback on an in-class assignment related to Physician Competencies course, everyone thought it was great. B. Turner said her class really enjoyed it as well.</p> <p><u>Phase 4:</u> B. Turner had nothing to report at this time.</p>	

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<p>2.3 Assessment monitoring and evaluation</p>	<p><u>2.3.1 Phase 1 and 3 examination blueprints</u> D. Deacon said most exams have the right amount of questions as bank is getting full.</p> <p><u>2.3.2 Phase 2 Class of 2023 assessment plans</u> D. Deacon explained proposed assessment plans and reviewed changes. D. Deacon presented Executive Summary and summarized the major changes from most recent course offering.</p> <p>T. Adey asked if there should be a reference to the maximum number of times a learner is permitted to fail before it is determined they are weak and should repeat the phase as that type of language was in the old curriculum. C. Skanes and B. Turner said the language regarding this in the assessment plans isn't clear. D. Deacon said there is nothing to guide us and nothing really to compare it to as it was in a different context in the old curriculum. N. Duggan said, from Clerkship point of view, some students fly under the radar, with a history of weakness in first 3 phases, and we need to strengthen performance prior to phase 4. V. Curran suggesting reaching out to other schools with similar curriculum, and D. Deacon will draft an email T. Adey will send to other UG Deans to determine what other schools are doing regarding how many reassessments are allowed across courses. T. Adey will bring back in a future meeting. D. Deacon to add language from academic calendar on promotions to MED 6750 assessment plan prior to UGMS discussion.</p> <p>B. Turner asked about the possibility of having multiple reassessment dates for exam in July as some students will have already left the country, and E. Winter said reassessments are usually done on an individual basis as soon as possible and preferably on Tuesday afternoon.</p> <p>There was some discussion on peer assessment, and V. Curran said we will be looking at peer assessment based on review performed by N. Fairbridge, and V. Curran and D. Deacon will meet with N. Fairbridge to discuss.</p>	<p>D. Deacon will draft email T. Adey will send to other UG Deans to determine what other schools are doing regarding how many reassessments are allowed across courses. T. Adey will bring back in a future meeting.</p> <p>D. Deacon to add language from academic calendar on promotions to MED 6750 assessment plan prior to UGMS discussion.</p> <p>V. Curran and D. Deacon will discuss peer assessment review with N. Fairbridge.</p>
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	<p>D. Deacon said Phase 2 Class of 2023 assessment plans will go for discussion at Phase 2 Management Team meeting and be presented to UGMS in their November meeting.</p> <p><u>2.3.3 Phase 2 Class of 2022 MED 6760 assessment report</u> Report has to go to Dr. Jackman for review. Everyone passed, performance compared well to previous years, student feedback ratings were all above 4.0, and C. Skanes said the preceptor checklist wasn't always available.</p> <p><u>2.3.4 Phase 2 Class of 2022 assessment report responses:</u> H. Jackman has signed off on the reports, but didn't include any responses. D. Deacon said all the reports have been shared with Phase 2 Management Committee.</p>	<p>D. Deacon to send Phase 2 Class of 2023 assessment plans to Phase 2 Management Team and UGMS.</p> <p>D. Deacon to send Phase 2 Class of 2022 MED 6760 Clinical Skills II assessment report to Phase Lead for response</p>
3. New Business	Phase 4 Assessment Plan – Progress through Phase 4 (covered in Phase 4 assessment update above).	
Next Meeting	4:00 PM November 27, 2019 Room 5 OPED	5:20 adjourned

Approved November 27, 2019