

Student Assessment Sub-Committee Minutes

Wednesday, June 10 2020 4:00 pm
via WebEx

Attendees: T. Adey, V. Curran, D. Deacon, S. Drodge, P. Pike, C. Pye (Vokey), C. Skanes, B. Thiessen, B. Turner, E. Winter

Regrets (in alphabetical order): H. Coombs, N. Duggan, S. Murphy, M. Najafizada, S. Pennell, N. Rockwood

Topic	Details	Action items and person responsible
Introduction and Welcome	V. Curran welcomed the group.	CTO 4:04 pm
Agenda review - Review for COI - Confirmation of Agenda	No COI declared. V. Curran added an item for discussion around plans for online exams for the fall. As we will be moving towards invigilated exams, V. Curran will contact S. Pennell as he will have to review and make recommendations.	
Review and approval of May 27, 2020 minutes	It was MOVED by B. Turner and SECONDED by C. Skanes to approve the minutes of the May 27, 2020 meeting as presented. All were in favour, and the MOTION CARRIED.	ACTION: It was MOVED by B. Turner and SECONDED by C. Skanes to approve the minutes of the May27, 2020 meeting as presented. MOTION CARRIED.
1. Business arising: Action items from April 22, 2020 meeting	ACTION: D. Deacon will follow up with C. Skanes regarding exam questions that were not in lectures. S. Drodge will look at this as well. S. Drodge will compile a generic email to be distributed by E. Winter to learners prior to exams reminding them to study objectives in addition to lecture material and send to D. Deacon and E. Winter. ACTION: S. Pennell to check to see if completion of modules in Brightspace can be monitored. Keep on Agenda ACTION: D. Deacon to send to approved Phase 1 assessment plans S. Murphy and copy V. Curran. ACTION: D. Deacon to send Phase 2 assessment plans to S. Murphy and copy V. Curran.	ACTION: S. Drodge will compile a generic email to be distributed by E. Winter to learners prior to exams reminding them to study objectives in addition to lecture material and send to D. Deacon and E. Winter. ACTION: Keep on agenda. ACTION: D. Deacon to follow up on this. Complete
2. Standing Items	2.1 Phase 1-4 assessment updates: Phase 1: P. Pike was not present. D. Deacon updated that Phase 1 is finished. Assessment plans are approved and sent to UGMS for approval. As well, anything approved today will also be sent to UGMS. All assessments will be finished by the last week in June.	

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Phase 2: B. Thiessen said everyone met the Hofstee score on the last Phase 2 exam, and regular exam review will start tomorrow. D. Deacon said pretty much all done, some assessment still due until the end of June, but will be finished then.

Phase 3: S. Drodge updated they are waiting for new class to start.

Phase 4: N. Duggan was not present. T. Adey updated:
 - Class of 2021 will resume Phase 4 on July 6th
 - she and N. Duggan met with L. Alteen and developed a one-pager regarding what learners can and cannot do. This has been completed and sent to Clinical Chiefs for feedback
 - email sent to VP's at other health authorities regarding return on July 6. Phase 4 learners have approval to travel throughout Newfoundland and Labrador which alleviates capacity issue
 - Class of 2022 will be returning remotely to Phase 3 on August 17 with academic sessions for the first 7 weeks and will start clinical rotations on October 5
 - D. Deacon and N. Duggan have looked at assessment plans and there does not seem to be anything major except for progress test dates. T. Adey said rotations will be shortened, and N. Duggan is reworking the rotations to ensure learners get in the time required.

V. Curran asked if there was any change as to how many clinic cards are required for assessment, and D. Deacon said she will follow up with N. Duggan on this.

V. Curran said S. Pennell and N. Duggan are working on an invigilation plan for NBMEs.

2.2 Student Matters:

Phase 1 – 3: C. Skanes no real updates as nothing has been brought forward to her by learners.

Phase 4: B. Turner said learners are waiting to hear when April 9 formative NBME will happen as well as the date for the summative which is assumed to be at the end of September/early October. V. Curran said S. Pennell is

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	<p>working with N. Duggan on NBME, E. Winter said they will be meeting 17 June to discuss.</p> <p>2.3 Assessment monitoring and evaluation: D. Deacon said Phase 2 exam just happened, and she will bring the last 2 exam blueprints forward in the future.</p>	
<p>3. New Business</p>	<p><u>Online exams:</u> V. Curran said several schools in the same situation are doing the same as us and some are doing a mix of invigilated exams and online open book. For the fall, we should reconsider the approach we have been using and move towards some type of invigilated exam. C. Skanes said after writing the last 2 exams, she is in favour of a move towards invigilated exams as she felt she did not learn the blocks with the open book exams and had a better understanding of the blocks with closed book exams. B. Thiessen said marks were similar comparing the last invigilated exam to open book. S. Drodge suggested a Zoom-like experience so students are held accountable. V. Curran asked the group if they thought open book invigilated or closed book invigilated would be better, and C. Skanes said open book invigilated would be her choice, and P. Pike said we must rely on students to be professional. D. Deacon suggested recommending open book invigilated exams to see if there are resources available. If not, they will look at other options. V. Curran will follow up with S. Pennell to see what options are available and will report back before next meeting or over the summer.</p> <p>B. Turner said if lectures will be virtual live or pre-recorded, we should reiterate that assessment can be related to anything said in a live virtual recording.</p> <p><u>Phase 3 Class of 2023 MED 7710, 7720 and 7730 assessment plans:</u></p> <p>MED 7710: Phase 3 Patient Course - course description was slightly revised - this is the first year for this class for themed curriculum in Phase 3 resulting in 10 exams and themes instead of 8 blocks. This has been determined by COWG, and weightings have been reworked.</p>	<p>ACTION: V. Curran will follow up with S. Pennell to determine options available for running invigilated exams and will report back before next meeting or over the summer.</p>

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	<ul style="list-style-type: none"> - Peer Assessment and Lifelong Learning assignments have been moved into Physician competencies III - added criteria for completion changes - new language added re consequences of fail grade <p>MED 7720: Clinical Skills</p> <ul style="list-style-type: none"> - no changes except for course description - added consequences of fail grade <p>MED 7730: Physician Competencies</p> <ul style="list-style-type: none"> - course description revised - Lifelong Learning and Peer Assessment assignments moved here from Patient Course - some content on Patient Safety moved here, and D. Deacon will confirm assessments to be added. Modules moved here and weightings adjusted. - criteria for completion revised - new language added re consequences of fail grade - dates are still to be determined but will be added prior to upload to website. <p>Phase 4 Prep course occurring next April or May not necessary to discuss yet as it is likely to change.</p> <p>MED 7750 Community Engagement</p> <ul style="list-style-type: none"> - working with Community Health Faculty re significant content changes for theme-based curriculum. May need to come back to next meeting or be decided via evote. <p>It was MOVED by C. Skanes and SECONDED by B. Turner to approve the changes to the assessment plans as presented.</p> <p style="text-align: center;">All were in favour and the MOTION CARRIED.</p> <p>D. Deacon to send revised assessment plans to S. Murphy and V. Curran.</p>	<p>ACTION: It was moved by C. Skanes and seconded by B. Turner to approve the changes to the assessment plans as presented. Motion carried.</p>
Next Meeting	The next regularly scheduled meeting is June 24, and D Deacon will follow up with V. Curran before then to see if a meeting is required. Another meeting may be needed in July to look at Community Engagement.	5:10 pm adjourned