

Student Assessment Sub-Committee		DATE	April 27, 2016
		ROOM	PDCS Room 4
CHAIR	Dr. Vernon Curran, Chair		
MEMBERS: 2015 - 2016	<p><i>Voting members:</i></p> <p><i>Dr. Amanda Pendergast, Phase 1 Lead (or delegate)</i></p> <p><i>Dr. Lisa Kenny, Phase 2 Lead (or delegate)</i></p> <p><i>Dr. Joanne Hickey, Phase 3 Lead (or delegate)</i></p> <p><i>Dr. Katherine Stringer, Phase 4 Lead (Clerkship Coordinator)/ Dr. Norah Duggan, Acting for K. Stringer</i></p> <p><i>Dr. Amanda Pendergast, Phase 1 Assessment Lead</i></p> <p><i>Dr. Mike Hogan, Phase 2 Assessment/Co-Lead</i></p> <p><i>Dr. Barton Thiessen, Phase 2 Assessment Co-Lead</i></p> <p><i>Dr. Gokul Vidyasankar, Phase 3 Assessment</i></p> <p><i>Dr. Catherine Mah, Member-at-Large</i></p> <p><i>Dr. Craig Moore, Member-at-Large</i></p> <p><i>Dr. Jessica Downing, PARNL Representative</i></p> <p><i>Mr. Chris Harty, Phase 4 Student Representative</i></p> <p><i>Ms. Stephanie Power-MacDonald, Clerkship Student Representative</i></p> <p><i>Mr. Matthew Quann, Phase 1-3 Student Representative</i></p> <p><i>Ex officio (non-voting) members:</i></p> <p><i>Dr. Donald W. McKay, Associate Dean, UGME</i></p> <p><i>Dr. Sean Murphy, Chair, UGMS Committee</i></p> <p><i>Ms. Diana Deacon, Educational Specialist (MESc)</i></p> <p><i>Mr. Stephen Pennell, Manager, Health Education Technology and Learning</i></p> <p><i>Ms. Gerona McGrath, Educational Specialist (MESc), Program Evaluation Subcommittee</i></p>		
PARTICIPANTS	Dr. V. Curran, Dr. A. Pendergast, Dr. G. Vidyasankar, Dr. K. Stringer, Ms. D. Deacon, Mr. M. Quann, Ms. G. McGrath, Mr. D. Stokes		
RECORDING SECRETARY	<i>(Minutes Taped) Transcribed by Carol Vokey</i>		
INVITED GUEST			
REGRETS	Dr. D. McKay, Dr. S. Murphy, Dr. M. Hogan, Dr. C. Mah, Dr. J. Downing, Dr. B. Thiessen, Dr. L. Kenny, Dr. J. Hickey, Dr. C. Moore, Mr. S. Pennell, Ms. S. Power-MacDonald, Mr. C. Harty		
MINUTES			
AGENDA	ITEM	DISCUSSION	ACTION
WELCOME	The Chair convened the meeting at 4:05p.m.		

#1 REVIEW & APPROVAL OF MINUTES	Item 1.a Review and Approval of February 24, 2016 and March 23, 2016 minutes	Minutes for February 24, 2016 and March 23, 2016 were not approved as there were no students present.	ACTION: Minutes of the February 24 and March 23 meetings to be presented for approval at the next SAS meeting.
	Item 1.b Follow-up on action items	<p>Clinical Decision-Making Questions K. Stringer updated that she attended workshop. S. Shorlin working on holding a workshop here, K. Stringer to follow up with him.</p> <p>Peer Assessment Form V. Curran said form used in ILS sessions was revised and circulated amongst assessment leads. He will be bringing it to the next UGMS meeting. K. Stringer suggested changing wording to make it similar to the clinic cards as a precursor to Phase 4. K. Stringer to make changes and email to V. Curran before the next UGMS meeting.</p> <p>Phase 1 Assessment Reports Sent to A. Pendergast who sent them to D. Deacon for discussion at the next meeting.</p>	<p>ACTION: Keep on agenda for next meeting</p> <p>ACTION: K. Stringer to make changes and email to V. Curran who will bring issue to next UGMS Committee meeting.</p> <p>ACTION: For discussion at next SAS meeting.</p>
#2 Phase 1, 2 & 3 Assessment Updates (Assessment Working Group Leads)		<p>Phase 1 – A. Pendergast Phase 1 not active right now. Nothing to report.</p> <p>Phase 2 –</p> <ul style="list-style-type: none"> • No report <p>Phase 3 – G. Vidyasankar</p> <ul style="list-style-type: none"> • things are going well • higher number of students dropping below 70% mark • will look at closer when Phase 3 report is completed • need to constantly re-evaluate 	
#3 Phase 4 Assessment Updates (K. Stringer)	a) Summative Assessment Procedures for Phase 4	<p>Phase 4 – K. Stringer</p> <ul style="list-style-type: none"> • Just had first six month review • Went really well • 7 out of 80 students identified as having concerns with progress and will be met with 	

		<ul style="list-style-type: none"> • Every student is getting snapshots of progress to date • Other 14 students who were discussed at the progress meeting getting email explaining they were discussed but not to worry as they met criteria • Biggest problem is that the higher order EPA's not being assessed in a lot of places. Some tweaking required. • Hoping all will get more comfortable with the process as time goes by. <p>Summative Assessment Procedures for Phase 4 K. Stringer reviewed changes made to the Summative Assessment Procedures for Phase 4 due to the new curriculum.</p> <p>Motion by K. Stringer to approve procedures as presented. Seconded by A. Pendergast. All present in favour, 2 more votes in favour required for quorum.</p>	<p>ACTION: Motion by K. Stringer to approve procedures as presented. All present in favour.</p> <p>V. Curran to review, D. Deacon to distribute to Committee via email to obtain vote, V. Curran to bring D. Deacon final edits, D. Deacon to send to J. Reddigan, then to V. Curran to present to UGMS.</p>
#4 Student Matters		<p>M. Quann brought forward the following issues (via email):</p> <ul style="list-style-type: none"> • Recent issue of Phase 3 students writing an exam after 50 lecture hours which should have resulted in 100 questions and only had 60. They are now requesting a list of who submitted questions for exams distributed prior to exam. G. Vidyasankar explained there was an issue with evaluators submitting questions. He doesn't agree with revealing who submitted questions as all the material should be learned even though some things are not included on exam. V. Curran said blueprints are meant to sample across all content. D. Deacon said they will be looking at that exam as soon as she gets the blueprint document from HSIMS. It will then be determined how many topics did not have questions or had inadequate numbers of questions. • Material from 2 blocks ago was tested for the first time in another block. G. Vidyasankar explained there was a glitch in tutorial and evaluation of material was delayed. • Right now students are only able to view their incorrect objectives on exams and they want to view correct answers as well. Other schools have been polled and they are allowed to see answers. M. Quann said they are waiting for a response from McGill. M. Quann will forward 	<p>ACTION: D. Deacon to review exam referred to in first issue once blueprint document is received from HSIMS.</p> <p>ACTION: M. Quann to forward response from McGill regarding students being allowed to view answers to E. Winter.</p>

		<p>response to E. Winter once it is received. V. Curran explained where we are working with a new curriculum they are still trying to build up the test item bank and they want to maintain security as banks are built up. K. Stringer suggested students who got an incorrect answer should collaborate with those who had the correct answer as this will be a valuable learning process.</p>	
#5 Accreditation: Standard 6.3 (ED-5A) assessment		D. Deacon said there is nothing new to report.	ACTION: Item to be removed from agenda.
#6 Formative/ Summative Assessment Monitoring/ Evaluation	<p>a) Phase 2 and 3 Exam Blueprints (D. Deacon)</p> <p>b) Clerkship 2014-2015 report response Pediatrics</p>	<p>D. Deacon reviewed blueprints with the Committee.</p> <p>D. Deacon said this report was reviewed in a previous meeting and Dr. Smith's comment was that the lowest ranked assessments were the mandatory ones (NBME and the miniCEX).</p>	
#7 Update on EPA Project		D. Deacon said project is proceeding slowly. A student is working on inputting the data from the clinic cards after UGME de-identifies it. They are working on getting some assistance for the summer to enter data.	
#8 Clinical Decision-Making Questions		K. Stringer updated that she attended workshop. S. Shorlin working on getting workshop here, K. Stringer to follow up with Steve.	
#9 Progress Testing (K. Stringer)		V. Curran said he attended a session on this at CCME. Evidence suggests progress testing is useful but evidence base is not robust.	ACTION: Keep on the agenda. V. Curran to review articles and will share supporting evidence at next meeting.
#10 Business Arising		No new business.	