

UGMS Committee

Minutes

DATE & TIME: Wednesday, March 4, 2009 at 4:00 p.m.

PLACE: Professional Development and Conferencing Services Boardroom

PRESENT: Ms. L. Glynn (Chair), Drs. C. Donovan, A. Goodridge, G. Farrell, S. Moffatt, S. Murphy, M. Hogan, D.W. McKay, D. Boone, N. Bandrauk, T. Adey, S. Shah, N. Duggan (Invited Guest), Ms. S. Ackerman, Mr. G. Beckett, Mr. S. Pennell, Ms. E. Hillman and Mr. N. Sowers (Student Representative)

APOLOGIES: Dr. A. Dorward and Mr. J. Thorburn (Student Representative)

Review of Minutes of February 4, 2009

Page 2, second paragraph under the heading Students with Disabilities and Creation of Ad Hoc Committee was amended to read "...form an Ad Hoc Committee to create such a policy. The Office of Student Affairs, the Blundon Centre, and other relevant departments *will be consulted as appropriate*."

The minutes were approved as amended.

Business Arising

Policy for RNC Checks for Students

It was advised that a notice of motion was made to Faculty Council, however, the matter was not discussed at the last meeting because it was cancelled. It is expected that there will be a vote at the next Faculty Council meeting.

Invigilation Policy

Dr. Farrell advised that he has incorporated several changes into the original document which has been posted. Either a vote to accept the document or an alternative document will be required.

Ms. Glynn noted that because some members of the Committee had issues with the original document, it should be reviewed again and it was suggested that the matter should be referred to the Subcommittee for Student Assessment. It was felt that if there is to be such a policy, it should apply to all forms of examinations. The suggestion was made to continue with the current policy with a new policy in place for September 2009.

After some further discussion it was agreed that Dr. McKay would bring the document to the Subcommittee on Student Assessment and present a draft for consideration at the UGMS meeting in April.

New Business

Family Medicine Clerkship

Dr. Duggan was introduced to the Committee and she proceeded with a presentation regarding the possibility of an eight-week Family Medicine core clerkship rotation.

There was discussion and some members wondered if the experience would be all rural or a combination of rural and urban. Dr. Duggan indicated that ideally the rotation should be all rural however, it would be most important to have a continuous rotation at one site. She also felt that the extra time could be accommodated in the current sites as well as at other sites that could be developed.

It was felt that there were two issues with regards to increasing the exposure – is increasing exposure what should be done and if so, how can this be accomplished as efficiently as possible. Dr. Boone advised that if the Clerkship Committee received some direction on how this might be addressed, it would help with the implementation process, however, he wondered if this change should wait for the new curriculum.

Dr. Farrell recommended that it may be a good idea for the Clerkship Committee to meet with the MELT team to discover what the options might be and Dr. Duggan felt that waiting for the new curriculum may not be appropriate because this would mean implementation could not occur until 2013. Ideally this should be in place for one year from September 2009.

It was suggested that this proposal could be approved in principle with a mandate that the MELT Team, the Clerkship Committee and Dr. Farrell would meet to formulate a plan for presentation to this Committee for review.

Ms. Glynn reminded members that there is a policy in place for curriculum changes that will have to be followed and if this change is approved in principle, a formal proposal will have to be submitted.

Dr. Boone emphasized that the Committee needs to keep in mind that no matter what the decision is with regards to core rotations, everything is driven by CaRMS. The timing of CaRMS could cause some problems with what this Committee may have in mind with regards to

required rotations and also with what students need to do before the CaRMS deadlines. If the Rural Family Medicine rotation is to be extended, it will have to be done in the time before CaRMS therefore, some other rotation will have to be reduced or removed. This should be clearly recognized when the decision is made.

After further discussion, the following motion was made:

BANDRAUK/MOFFATT

THAT the proposal for an 8-week Rural Family Medicine core rotation would be supported in principle.

CARRIED

It was noted that a written proposal will be required from Family Medicine and the Committee will also need to provide guidelines to the Clerkship Committee with regards to how this is to be implemented.

Terms of Reference for Sub-Committee on Student Assessment

Ms. Glynn requested that the terms of reference be changed to remove the chair of the UGMS Committee as ex-officio from the membership. As a result of being ex-officio, the chair is automatically a member of four other committees which is redundant as the reports are presented at UGMS Committee anyway.

GLYNN/MCKAY

THAT the chair will be removed as ex-officio of the membership of the Sub-Committee on Student Assessment.

CARRIED

Summative Assessment Policy Revision

Dr. McKay made a presentation and advised that there have been situations in the past where students who have scored 80% or higher on an examination have been noted as borderline because the class mean is high and the student grade was 2.0 SD below the mean. The proposal is that 80% should be a guaranteed pass no matter what the standard deviation is. This was approved by the Sub-Committee on Student Assessment to be brought forward to this Committee today.

MCKAY/DONOVAN

THAT the recommended amendment to the Summative Assessment Policy be approved as follows: Borderline: A student who scores above the provisional pass mark and below 80% and whose mark is 2.0 SD or more below the mean will receive a borderline grade. If the pass mark is

lowered, a student who score the “adjusted” mark or above and whose mark is 2.0 SD or more below the mean will receive a borderline grade.

CARRIED

Pedagogy Review Group Report

It was agreed that a dedicated meeting would be scheduled to review this report and Ms. Moss will arrange this for three weeks from today.

UGMS Committee Vice-Chair

Ms. Glynn asked members to consider volunteering for this position and she would contact members personally to enquire if someone was interested.

Other Business

Meeting Chair for April and May

Ms. Glynn advised that she would not be available to chair the meeting in April or May. If a vice-chair is found, that person would be able to take this responsibility.

Adjournment

There being no further business, the meeting was adjourned.

Ms. L. Glynn
Chair

/mjm