

UGMS Committee Minutes

Monday, 06 April 2020
10:30 am via teleconference

Attendees: T. Adey, L. Alcock, V. Curran, N. Duggan, J. Gill, A. Goodridge, A. Haynes, E. Hillman, H. Jackman, B. Kerr, T. Lambert, S. Murphy, J. Reddigan, C. Skanes, L. Webster

Regrets: C. Campbell, T. Hearn, C. Peddle, A. Pendergast, S. Pennell

Topic	Details	Action Items and person responsible
Introduction and Welcome	S. Murphy called the meeting to order at 10:31 am.	
1. Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflict of interest expressed. A. Goodridge asked to add a brief report from the PESC Committee.	
2. Review and approval of March 30, 2020 minutes	T. Adey noted corrections to be made to the March 30 2020 minutes and will send edits to S. Murphy and C. Pye. Minutes approved with edits.	ACTION: C. Pye to make suggested edits to the March 30 2020 minutes.
3. Update from AD UGME	T. Adey updated: - at the National level they are looking at resumption of studies in a collaborative fashion. Schools are working on developing guiding principles, but resumption of studies may not be same date everywhere - she is still attending the national Undergrad Deans' teleconference on a weekly basis. She had been invited to sit in on the National Deans teleconference for the first two weeks, but the meeting is now only open to Deans. - she is an Undergrad Dean representative on the AFMC Residency Match Committee, and they have two urgent meetings this week to look at the timeline for the CaRMS process for next year. There are some proposed revisions, but it is difficult to set definite time lines - looking at how long the AFMC elective portal will be closed - still attending the Dean's daily Task Force meetings. S. Murphy asked how long these will go on for on a weekly basis, and T. Adey said there has been no discussion on that yet - she is meeting with the MEDSOC group every two weeks, and they have task force as well.	
4. Update from HSIMS/iTac	S. Pennell wasn't present to report.	
5. Update from COWG	A. Haynes said they are still working on the schedule and are aiming to have all of the sessions for the two	

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	<p>exams scheduled by Thursday. They are having issues getting everyone scheduled, but they are working with UCLs to accomplish this.</p>	
<p>6. SAS</p>	<p>V. Curran updated on the following Assessment Plans: <u>MED 6780</u>: - the Community visit is cancelled so changes to this plan are that the reflection assignment is now worth 100% and there are minor edits as to what is required in the assignment.</p> <p><u>MED 7730</u>: - due date for the assignment essays in Health Ethics and Law in Medicine is changed - Patient Safety assignment essay will be based on a case study and there is a change in due date - research curriculum component assignment will be a progress report with a grade change to 55%. J. Gill asked about the 2 week research block, and B. Kerr said the intention is to leave in and work towards a future deliverable</p> <p>V. Curran said there are 2 more assessment plans coming in.</p> <p>It was MOVED by V. Curran and SECONDED by S. Murphy to approve the proposed changes in the Assessment Plans for MED 6780 and MED 7730. All were in favour, and the MOTION CARRIED.</p>	<p>ACTION: It was MOVED by V. Curran and SECONDED by S. Murphy to approve the proposed changes in the Assessment Plans for MED 6780 and MED 7730. MOTION CARRIED.</p>
<p>7. Phase reports/plans</p>	<p><u>Phase 1</u>: A. Pendergast not present to report.</p> <p><u>Phase 2</u>: H. Jackman said they met regarding clinical skills last week to devise a definite plan. They will be meeting again in 2 weeks to develop plan for the MSK and GI component for Phase 2, and anything proposed will come to UGMS. The first open book exam was completed last week for reassessment. There has been no feedback yet, and there is another exam next week</p> <p><u>Phase 3</u>: J. Gill said nothing to add.</p> <p><u>Phase 4</u>: N. Duggan updated as follows:</p>	

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	<ul style="list-style-type: none"> - for the Class of 2020 all essential pieces are online and students have been informed - Dr. Thorborn is working to get lecture components online by April 14 which is the deadline for completion for the April 16 progress meeting and subsequent virtual Promotions Committee meeting - for the Class of 2021 all academic components have been scheduled live or uploaded with intention of completion date of end of June - T. Adey asked for clarification of the notation in the previous minutes regarding clerks returning at the end of May, and N. Duggan will review and advise C. Pye at it. 	<p>ACTION: N. Duggan to review notation in the previous minutes regarding clerks returning at the end of May and advise C. Pye of correction to be made.</p>
<p>8. Report from NB</p>	<p>T. Lambert updated:</p> <ul style="list-style-type: none"> - they had a team meeting last week and put together a work plan for spring to ensure they are moving forward. It was also an opportunity to look at bigger projects. - they decided they would have a virtual meeting with the 10 students in NB on April 14 to see how they are doing. <p>T. Adey updated regarding the DMNB memo that had been released indicating learners would not be going back before May 19. As there was concern about providing a consistent message, she touched base with the Chair of the Undergrad Dean group and was told that the DMNB had sent the memo to update learners in accordance with their policy to provide learners with two weeks' notice prior to return</p> <ul style="list-style-type: none"> - as per an email for MEDSOC President, A. Rainnie, our students are asking if we would be following national or provincial regulations regarding health recommendations and return to clerkship, and T. Adey was advised that we have to follow provincial public health regulations and they may align with the national approach. At last Thursday's Task Force meeting, C. Donavon said that as the Atlantic provinces are on a similar trajectory, learners should be going back in parallel. If not, we will be looking at customizing 	

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	clerkship as needed to work with anyone with issues in the same way we dealt with the State of Emergency.	
9. New Business	<p>MED 6780 and MED 7730 Assessment Plans discussed above.</p> <p><u>PESC Update</u> - A. Goodridge updated on the following: - <u>course evaluations</u>: they will be continuing except for clerkship; they are adding some questions regarding how effective modifications regarding online course delivery are; QI will be sent to student representatives for feedback; keeping on top of course evaluations.</p> <p>- <u>faculty evaluations</u>: the PESC Committee has recommended halting faculty evaluations. H. Coombs contacted Medical Schools across Canada and most are not doing faculty evaluations now due to hastily put together course delivery. V. Curran said it is a good idea that is in line with the campus-wide approach. A. Goodridge received a consensus from the group to halt faculty evaluations for now.</p>	
10. Any other business	No other business.	
Next Meeting	Hold next Wednesday April 15 at 4:00 pm by teleconference	Adjourned at 11:00 am