

UGMS Committee

Minutes

DATE & TIME: Wednesday, February 9, 2011, 4:00p.m.

PLACE: Professional Development and Conferencing Services Boardroom

PRESENT: G. Beckett (Acting Chair), A. Goodridge, S. Shah, S. Ackerman, L. Gillespie, E. Hillman, S. Pennell, J. McCarthy, J. Jackman, V. Magdalena – guest, S. Peters – guest, J. Barrett – guest, W. MacDonald - observer

ABSENT: T. Adey, C. Donovan, J. Farrell, P. Richards, L. Glynn, M. Hogan, S. Moffatt, M. Wells

1. **Agenda** – Accepted. G. Beckett reported that he had agreed to be Acting Chair until the summer of 2011.
2. **Minutes of Nov. 10, 2010** – Accepted
3. **Business Arising** – None

4. MELT Update

S. Peters presented an update on the activities for development of a new undergraduate curriculum which is now scheduled to begin in 2013. Key points were:

- the new curriculum will be case based, broken into four phases and each case will have a variety of learning objectives specified for it
- teaching, learning and assessment methods will vary within cases depending upon the objectives specified
- cases have been identified for Phase I and objectives identification for this phase is 95% complete
- on behalf of MELT she requested that the committee approve the creation of a “Phase Development Project Oversight Group” which will oversee separate phase development working groups for all phases. Draft Tor for this group is on the UGMS SharePoint site
- the Oversight Group will create individual Phase development working groups of 6-8 people to develop the practical implementation details for the phases based upon their objectives
- there is a significant challenge in implementing more blended instruction techniques where appropriate. Our current curriculum is felt to be overly lecture dependent.
- assistance will be needed in helping to find team members for the phase development teams
- time, interest and commitment to the development process will be needed by all involved
- MELT is looking for feedback on the outlined development process and UGMS members to participate in the Oversight Group within three weeks

5. UGME Accreditation

S. Peters provided an update on the next UGME accreditation which is scheduled for late 2012 or early 2013. This accreditation will be based on the current curriculum. Key points were:

- The accreditation self study process will be starting shortly, Feb. 17, 2011

- the UGMS Committee will need to review the LCME standards checklists with regard to the current curriculum. S. Ackerman will work with the Chair to arrange for this review process to begin
- key to adherence to the standards is identifying where changes are needed and documenting that changes have been made
- she clarified the intent of the MELT request for UGMS to formally approve the CANMEDS objectives as a set of objectives for the current UGME curriculum
- S. Peter's challenged the UGMS Committee to consider looking at ways to increase blended teaching and reduce the proportion of lecture hours in the current curriculum

6. Other Business

- a. On the question of approving the CANMEDS objectives for the current UGME Curriculum the committee voted in favour
- b. The Chair will communicate with S. Peters about a possible clarification of the proposed "Phase Development Project Oversight Group". A revised version will be placed on the committee SharePoint site and an electronic vote taken on whether to accept the proposal
- c. J. Jackman raised a question about use of student protected time for viewing of online course material. B. Sussex agreed to investigate and resolve this issue.

7. Topics for Future Meetings

- UGME Program update – March
- Fourth Year Program Structure Revision – March
- Summative Assessment Clinical Skills Pass/Fail
- PESC Update – April
- LCME Standards Review - ongoing

8. Next Meeting - The next meeting will be held on Wednesday, March 9, 2011 in the PDCS Boardroom.

9. Adjournment - at 5:25 PM