

UGMS Committee

Minutes

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

PLACE: Professional Development and Conferencing Services Boardroom

PRESENT: G. Beckett (Acting Chair), T. Adey, S. Ackerman, L. Gillespie, E. Hillman, S. Pennell, J. McCarthy, J. Jackman, W. MacDonald - observer

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

1. **Agenda** – Accepted

2. **Minutes of February 9, 2011** – Accepted

3. **Business Arising**

G. Beckett reported that the proposed Terms of Reference for the Phase Development Project Oversight Group were approved by electronic vote

G. Beckett also noted that another volunteer was needed from the UGMS Committee to sit on the Phase Development Oversight Group.

4. **Summative Assessment Policy for Pre-Clerkship**

G. Beckett presented a draft revision of this policy based on the version presented by D. McKay in September 2010 combined with a section documenting the Grading Mechanism for Clinical Skills. A number of comments and suggestions were made for changes in the draft revision. G. Beckett will address the suggested changes and bring another draft to the April meeting for further review.

G. Beckett noted that the discussion of the pre-clerkship summative assessment policy highlighted the lack of a similar policy statement for clerkship. He will contact the Student Assessment Sub-Committee to produce a draft policy on summative assessment in the Clerkship to bring forward to the committee for discussion.

5. **UGME Program Update**

T. Adey presented a brief overview of the UGME program this year.

In Pre-Clerkship there have been continuing problems getting faculty to participate. The Dean and Vice-Dean have decided to involve Discipline Clinical Chairs in assigning faculty members to support clinical skills teaching. There have also been question about routing of faculty evaluations which PESC is looking at.

In Clerkship there have been a number of issues. Four students failed to match in CARMS in the first iteration and will go through the next iteration. A question has arisen about the pass marks used in NBME exams for the core rotations that were shortened this year to six weeks. The Pre-

clerkship Committee and the UGMS committee members agreed that the current pass mark standards should be used regardless of the shortened rotations but that special monitoring would be done to see if there were substantive changes in class performance as a result.

The UGME Office has been working on developing an all New Brunswick core rotation schedule to begin in 2012. This is seen as important to support the dedicated New Brunswick students particularly in light of the new Dalhousie satellite medical school operation in New Brunswick.

There have been issues in fourth year this year particularly with regard to the “Back to Basics” course and the structural changes approved in principle at the September 2010 meeting of this committee. T. Adey will ask A. Goodridge and G. Farrell to work on this. J. McCarthy also volunteered to work on restructuring the fourth year and to bring another proposal back to the UGMS Committee. Student consultation is also needed before formal changes are made to the calendar and structure of fourth year.

6. Accreditation Review – ED 33

G. Beckett introduced the process whereby the committee will review each of the LCME accreditation standards related to the mandate of the committee over the next few meetings. The process will be that S. Ackerman will walk through each of the standard checklist points and there would be discussion in the committee on how we comply or not with each point. This will be an essential feedback to the accreditation self-study process as well as helping to clarify for committee members the relationships between the various groups involved in curriculum management in the Faculty of Medicine.

S. Ackerman walked through the checklist points of ED 33 Curriculum Management and noted comments from committee members.

7. Topics for Future Meetings

Summative Assessment Policy Revision - April
PESC Update – April
LCME Standards Review – ongoing
UGMS Committee Restructure – to be determined
Fourth Year Reorganization Proposal – to be determined

8. Any Other Business – None

9. Next Meeting - The next meeting will be held on Wednesday, April 13, 2011 in the PDCS Boardroom.

10. Adjournment – The meeting adjourned at 5:30 PM