



# Phase 1 Management Team Minutes

Thursday, March 24, 2022

4:00 p.m.

Webex

Attendees: Amanda Pendergast (chair), Alison Haynes, David Stokes, Heidi Coombs, Steve Shorlin, Joel Koops, Katrin Zipperlen, Katie Bonner, Michelle Simms, Brian Kerr, Pam Pike, Debra Bergstrom

Regrets: Taryn Hearn, Stephanie Atkinson, Natalie Beausoleil

Recording secretary: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome		
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflicts and no additions.	
Review and approval of prior minutes Action items	Motion to approved November minutes: Katie Bonner Seconded: Alison Haynes	
1. MED 5710 a. Evaluation Report b. Assessment Report	a. The course went well. The overall mean is 4.1. The response rate was 28%. Review of the course was oval good. It was organized well. There were some sequencing issues. Curriculum delivery during COVID received 4.3. b. There were four exams and one anatomy lab exam. Marks were good for summative assessments. Exam 2 was more difficult. Phase 2 anatomy lab exams are going better than in Phase 1.	
2. MED 5720	a. The course received 4.6 overall. The response rate was 30%. Evaluation of assessment rated	

***Our Vision:*** Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.

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<ul style="list-style-type: none"> <li>a. Evaluation Report</li> <li>b. Assessment Report</li> </ul>	<p>4.7. Group size should be 7 or 8, not 10. Curriculum delivery in-person received 4.7.</p> <p>b. All students passed the summative assessments.</p>	
<ul style="list-style-type: none"> <li>3. MED 5730             <ul style="list-style-type: none"> <li>a. Evaluation Report</li> <li>b. Assessment Report</li> </ul> </li> </ul>	<p>a. The course rated 4.1 overall. The response rate was 26%. Delivery with COVID was 4.2. IPE rated the lowest at 3.5, Biostats 3.6. The learning environment was positive.</p> <p>b. Overall did well. There was one exam with 12 questions. Rest of assessments were assignments. Looking at another assessment method for Biostats.</p> <p>ILS went well. It was moved to after the exams. Students are enjoying it. A training video was done for the TA's halfway through Phase for marking assignments.</p> <p>Physician Wellness was moved to the beginning of Phase 1.</p>	
<ul style="list-style-type: none"> <li>4. MED 5740             <ul style="list-style-type: none"> <li>a. Evaluation Report</li> <li>b. Assessment Report</li> </ul> </li> </ul>	<p>a. The response was low. Overall score was 4.2. Delivery during COVID received 4.3. The highest score was 4.5 for the Early Clinical Experience.</p> <p>b. Assessment did well. There were two assignments. Marks were high. Response rate was 28%.</p>	



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5. Accreditation	There are only 10 days left until the accreditation visit. An invite was sent for 10:45 on April 5 for this group. May not need all of the leads, maybe one for each area. Some things are still up in the air.	Brian Kerr
6. Other Faculty Issues	No issues.	
7. Other Student Issues	No issues.	Alex Darmonkow Katie Bonner
8. New Business	Dr. Pendergast is stepping down as the Phase 1 lead after 9 years. If anyone is interested in becoming the Phase 1 lead, they can contact her.	
9. Next Meeting	TBD	