



Phase 1 Management Team Minutes

Monday, September 19, 2023

4:00 p.m.

Webex

Attendees: Sandra Cooke-Hubley (chair), Joel Koops, Katrin Zipperlen, Alison Haynes, David Stokes, Riley Moores, Steve Shorlin, Zaina Albalawi, Sajid Khayer, Heidi Coombs, Carla Peddle, Brian Kerr

Regrets: Natalie Beausoleil, James Quinlan, Michelle Simms

Recording secretary: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome	Welcome Riley Moores, class of 2027 president, and Sajid Khayer, the class rep.	
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflicts and no additions.	
Review and approval of prior minutes Action items	Prior minutes Motion to approve: J Koops Seconded: A Haynes All in favour	
1. PESC	- Biochemistry received positive feedback.	Heidi Coombs
2. Assessment	- Preparing for the first exam.	Pam Pike Katrin Zipperlen
3. Clinical skills	- The first interviews begin tomorrow.	Joel Koops
4. ILS	- The first ILS session is on October 24.	Debra Bergstrom
5. Physician Competencies	-	James Quinlan
6. Research	- The Research introduction on August 28 had good engagement. Resources were given to students. They will check in with students at the end of the month.	Zaina Albalawi Michelle Simms

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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7. Community Health	- No report.	Natalie Beausoleil
8. Curriculum Lead Minor curriculum changes	<ul style="list-style-type: none"> - There are two minor changes: - Objectives of Respectful Learning Environment were reworded. - The teaching method for Physiology of Blood Loss was changed. <p>Motion to supported these minor changes: Alison Hayes Seconded by: Zaina Albalawi All in favour</p> <p>Brian Kerr reviewed the process for requesting minor and major curriculum changes.</p>	Alison Haynes
9. Faculty concerns	- No report	
10. Student concerns	<ul style="list-style-type: none"> - The placement of Planetary Health in the Patient course was questioned. It is included with the correct course and will be examined on the theme exam. - Global Health was questioned. It has MCC objectives. It will come up in other courses as well. 	Riley Moores Sajid Khayer
11. New Business	-	
12. Next Meeting	Remaining meetings to be rescheduled to the 4 th Monday of the month.	