



Phase 3 Management Team Minutes

Wednesday, September 1, 2021

4:00 p.m.

2M240 & Webex

Attendees: Jasbir Gill, chair, Michelle Simms, Rod Russell, Alison Haynes, Georgia Darmonkow, Fiona Landells, Rick Audas, Carla Peddle, Heidi Coombs, David Stokes, Brian Kerr

Regrets: Tanis Adey, Jerry McGrath, Debra Bergstrom, Suzanne Drodge

Recorded by: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome	Introductions were made. There are new class reps on the team.	Jasbir Gill
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflict Agenda approved	Jasbir Gill
Review and approval of prior minutes – Review of action items from previous meeting	Motion to approve: Rod Russell Seconded: Rick Audas All in favour	Jasbir Gill
1. Curriculum Lead	The objectives review has been completed. The Vice President Academic has requested to provide a continuity plan, which is in place. Hybrid Plan A – 1-49% absent due to COVID will be both in-person and virtual. Plan B - larger percentage absent, curriculum will be delivered fully remotely. Faculty who cannot teach in person due to COVID reasons can contact Vivian Whelan. Dr. Amanda Pendergast who is	Alison Haynes

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	<p>covering for Dr. Adey, will provide more information to students next week.</p> <p>There were a few minor changes/updates, nothing major.</p>	
2. Assessment Working Group	<p>Reviewing exam questions. Formative should be up tomorrow.</p>	<p>Suzanne Drodge/ Katrin Zipperlen</p>
3. PESC	<p>Patient III received 4.1 compared to 3.8 last year. Four items rated below 3.5, all are regarding content delivery. The course overall rated 3.7 and the highest rate was 4.4, the learning material matched the objectives. The assessment mean was 4.5. Can MEDS Competencies scored 4.0. Content Delivery during COVID-19 scored 2.9. Pre-recorded lectures with PPT slides scored the highest at 4.8.</p> <p>Clinical skills III received 4.5 overall. The response rate was 15%, down a little bit from last year. No items rated below 3.5. The review of learner skills went from 4.3 last year up to 4.8 this year. The course overall mean score was 4.5. The assessment mean was 4.5, down from last year. Specific sessions mean score was 4.4. Content delivery rated really well. Instruction on-line and in-person was beneficial.</p> <p>Black Bag rated 4.4 overall. Response rate was 61%. Black Bag was cancelled last year. Some of the students felt that Black Bag filled in some of the gaps for clinical skills. It was a good introduction to</p>	<p>Heidi Coombs/ Jasbir Gill</p>



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	<p>clerkship. They found the handbook confusing. There were no items under 3.5. Course objectives received a score of 4.6. Learning exercises received a mean score of 4.4. Patient Encounters was 89.53, down from a couple of years ago.</p> <p>Physician Competencies received an overall score of 4.5, up from 4.0 last year. Response rate was 14%, last year was 10%. The course overall received a mean score of 4.5. Curriculum evaluation received 4.5. Content delivery during COVID-19 received 4.0. Pre-recorded lecture with PPT slides received the highest rating at 4.6. Teleconference received 3.3.</p> <p>Community Engagement received an overall score of 4.5, up from last year at 4.0. The response rate was 14%. The assessment mean went from 3.6 last year to 4.5 this year. The course overall mean score is 4.5. Curriculum evaluation mean score was 4.5. Content delivery mean score was 3.8 compared to 3.7 last year. Indigenous Health sessions would have been better in-person.</p> <p>Phase 4 Prep received 4.1 overall compared to 3.1 last year. The evaluation form was extensively received which could partially account for the rise in the ratings. The response rate was 19%. The overall course mean was 4.1. A schedule in the calendar would have been helpful. Course was well organized received 3.3, up from 2.4. A good learning experience was 4.1, up from 3.1 last year. Live/blended learning</p>	
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	<p>sessions received a mean score of 4.4. Prerecorded sessions and eModules received a mean score of 4.1. A live Q& A would have been good for suturing and radiology.</p> <p>A great amount of effort went into making the schedules work and keeping everything on track during COVID-19.</p> <p>Jasbir Gill will fill in the response and bring to the next Phase 3 meeting. Anyone with comments can email Jasbir.</p> <p>There was an issue with exams being shorter towards the end of Phase 3. SAS can look at combining 2 exams into 1 large exam. Katrin will be working on the assessment reports. It is sometimes helpful to have a longer exam for reliable statistics. Katrin will bring this to SAS.</p> <p>An ad has gone out for the Phase 4 Prep lead. Placement of Phase 4 Prep keep coming up. It would be better closer to Phase 4. Heidi Coombs will send the P4P evaluation to Ashley Anthony, Phase 4 APA.</p>	
4. Clinical Skills	No report	Debra Bergstrom
5. ILS	No report	Jerry McGrath
6. Research Curriculum Group	There was a brief introduction with the class on Monday. Projects are going as planned. Two went to Michelle with concerns. Overall they have responded	Rod Russell



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	well last year. There is one learner who is a carryover from last year but it's going good.	
7. Community Health & Faculty Issues	Nothing to report	Rick Audas
8. Physician Competencies	No report	Stephanie Atkinson
9. Learner Issues	<p>No issues. BLS renewal was questioned. This is only offered in Phase 4 Prep and again in Phase 4. There is no UGME requirement for a renewal of BLS.</p> <p>Faculty are not mandated to record their lectures or to provide notes. The tech reps can ask instructors to use lecture capture. The consent form will be in the room. Computers in the teaching rooms are reset overnight.</p>	Georgia Darmonkow Fiona Landells Ian Janes
10. Accreditation Updates	<p>The accreditation visit is April 4-6, 2022. The visit will be completely virtual. There will be a follow-up visit on April 11, 2022. 95% of the data is in. The students with help of Georgia and her team have done a great job with collecting independent student analysis data. Taryn and Brian have been reviewing that data.</p> <p>Next week we hope to start with the Medical school self-study (MSS). There is a team in place to help with MSS. The goal is to have this done within a month. It should be ready by early to mid-November. The Dean wants to review and then it will also go to our external person who will be doing our mock accreditation site visit in December. Any issues or</p>	Brian Kerr

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	details that come out of that mock accreditation, will leave little time, but we'll scramble to get a handle on any deficits or red flags.	
11. Next meeting	October 6, 2021 hybrid meeting via 2M240 & Webex	