

Undergraduate Medical Studies Committee Meeting		DATE	June 21, 2017
		ROOM	M2M240
CHAIR	Dr. Sean Murphy		
MEMBERS: 2016-17	<p data-bbox="430 305 764 332">Student Representatives (2)</p> <ul data-bbox="478 342 1129 407" style="list-style-type: none"> <li data-bbox="478 342 1129 370">• Ms. Kylie Goodyear, Junior Student Representative <li data-bbox="478 378 1129 407">• Ms. Heather Perry, Junior Student Representative <p data-bbox="430 448 970 475">Academic/Administrative Representatives (5)</p> <ul data-bbox="478 488 1110 626" style="list-style-type: none"> <li data-bbox="478 488 984 516">• Dr. Olga Heath, Faculty Representative <li data-bbox="478 524 1110 552">• Dr. Carolyn Morris-Larkin, Faculty Representative <li data-bbox="478 560 1035 587">• Ms. Lindsay Alcock, Faculty Representative <li data-bbox="478 596 1026 626">• Dr. John Campbell, Faculty Representative <p data-bbox="430 670 739 698">Permanent Members (13)</p> <ul data-bbox="478 709 1404 1107" style="list-style-type: none"> <li data-bbox="478 709 984 737">• Dr. Margaret Steele, Dean of Medicine <li data-bbox="478 745 1404 773">• Dr. Donald W. McKay, Associate Dean, Undergraduate Medical Education <li data-bbox="478 781 1035 808">• Ms. Elizabeth Hillman, Registrar’s Delegate <li data-bbox="478 816 968 844">• Ms. Carla Peddle, UGME Coordinator <li data-bbox="478 852 1276 880">• Dr. Alan Goodridge, Chair - Program Evaluation Sub-Committee <li data-bbox="478 888 1276 915">• Dr. Vernon Curran, Chair – Student Assessment Sub-Committee <li data-bbox="478 924 1404 951">• Mr. Stephen Pennell, Chair – Information Technology Advisory Committee <li data-bbox="478 959 1194 987">• Dr. Jason McCarthy, Phase 4 Lead/Clerkship Coordinator <li data-bbox="478 995 978 1023">• Dr. Amanda Pendergast, Phase 1 Lead <li data-bbox="478 1031 863 1058">• Dr. Lisa Kenny, Phase 2 Lead <li data-bbox="478 1066 905 1094">• Dr. Joanne Hickey, Phase 3 Lead <p data-bbox="430 1149 1178 1177">Corresponding Members (5) (Absence does not affect quorum)</p> <ul data-bbox="478 1188 1398 1365" style="list-style-type: none"> <li data-bbox="478 1188 1129 1216">• Dr. Tom Laughlin, Assistant Dean – New Brunswick <li data-bbox="478 1224 1398 1252">• Dr. Mohamed Ravalia, Assistant Dean – Rural Medical Education Network <li data-bbox="478 1260 1073 1287">• <i>Vacant</i>, Assistant Dean – Prince Edward Island <li data-bbox="478 1295 905 1323">• <i>Vacant</i>, Assistant Dean – Yukon <li data-bbox="478 1331 1318 1359">• Dr. Tanis Adey or Dr. Taryn Hearn, Co-Interim Review Coordinators 		

PARTICIPANTS	S. Murphy, O. Heath, L. Alcock, D. McKay, E. Hillman, C. Peddle, A. Pendergast, L. Kenny, H. Perry, T. Adey		
REGRETS	C Morris-Larkin, A. Goodridge, V. Curran, S. Pennell, J. McCarthy, J. Hickey, K. Goodyear, T. Laughlin, T. Hearn		
RECORDING SECRETARY	<i>Minutes Recorded and Transcribed by Ms. Carol Vokey</i>		
GUESTS	Emily Bolt, Phase 2 student, Local Officer for Indigenous Health		
MINUTES			
AGENDA	ITEM	DISCUSSION	ACTION
#1 WELCOME		The meeting was called to order at 1610 hours.	
#2 AGENDA APPROVAL		The Agenda was approved as presented, and the following items were added: <ul style="list-style-type: none"> - Addition of Clinical skills objective - H. Perry: Indigenous Peoples issue - D. McKay: MCC meeting update, UGMS TOR - Phase 3 Assessment Maps 	
#3 APPROVAL OF MINUTES		The minutes of May 17, 2017 meeting were approved as presented.	
#4 STANDING COMMITTEE REPORTS	Item 4. a. PESC Report	A. Goodridge was not present to report. A. Pendergast said there was no meeting last month.	
	Item 4. b. SAS Report	V. Curran was not present to report. A. Pendergast said Phase 1 Assessment Maps were discussed at last SAS meeting.	
	Item 4. c. iTac Report	S. Pennell was not present to report.	
#5 PHASE 4- CLERKSHIP REPORT/ISSUES		J. McCarthy was not present to report. D. McKay explained upcoming changes in the Discipline of Medicine wherein Emergency Medicine could be reduced to a two-week block in order to eliminate some scheduling problems. There will be no change in objectives except they will have to be completed in a shorter time period. There will be a change how the block is assessed, and it will allow us to switch to the National Board Emergency exam if desired. This will be discussed at next week's Phase 4 meeting and may come back to UGMS once finalized. He is waiting to hear from T. Laughlin regarding the possibility of this working in NB.	
#6 PHASE 3 REPORT/ISSUES		J. Hickey was not present to report.	

#7 PHASE 2 REPORT/ISSUES		<p>L. Kenny said they were clueing up the Phase without any big issues. There are a number of assignments due in this week, and she is still waiting on some things. J. Costello and L. Turner are helping to resolve research curriculum issues by meeting with students and providing guidance as necessary prior to Phase 3. She raised the issue of not having enough mentors for the upcoming cohort (they have 23 and need ~82). S. Murphy suggested it be made clear to faculty that they are not expected to provide the project for the students.</p>	
#8 PHASE 1 REPORT/ISSUES		<p>A. Pendergast presented Phase 1 Assessment Plans for MED 5710, MED 5720, MED 5730 and MED 5740, and these were discussed.</p> <p>It was MOVED by A. Pendergast and SECONDED by D. McKay to approve the Phase 1 Assessment Maps as presented.</p> <p style="text-align: center;">All were in favor, and the MOTION CARRIED.</p> <p>D. McKay said it has been proposed to change MED 5720 Advanced Procedural Competencies to Clinical Skills IV, and he has spoken with M. Goodridge regarding conducting a complete review of Clinical Skills and how it is covered over the four years. This review process can start for this course as well as for the Physician Competencies course, even if the names are not changed, in an effort to work towards a coherent four-year curriculum. The proposal to change the course names has been approved by Phase 4 but has to come back to UGMS for approval. This will need to be done soon, and the Dean is aware of the timeline.</p> <p>V. Maddalena, V. Curran and D. McKay have met several times regarding the leadership certificate program. OPD approval of this certificate program has not been provided. To satisfy OPD's requirements, V. Maddalena is proposing a weekend session in the 4th year in the spring of 2018, 6 to 8 hours in length. This has not yet been finalized but it is close. O. Heath said she will have to talk to V. Curran as they have been issuing certificates in IPE. H. Perry commented that the modules are very well written, and appreciates the opportunity to complete the certificate program.</p>	<p>ACTION: It was moved by A. Pendergast and seconded by D. McKay to approve Phase 1 Assessment Maps as presented. Motion carried.</p>

		<p>A. Pendergast brought up issue in Phase 1 Clinical Skills where M. Goodridge would like to add an objective regarding gender identity issue, and the Phase 1 team has approved this. D. McKay said the MCC, in an effort to help students recognize biases and communicate effectively, is working on adding content relating to the sexually-concerned patient and a video resource is already available. We may be able to use these resources, and he will follow up with M. Goodridge on wording of the objective. H. Perry is writing the case for M. Goodridge in light of rising suicide rates and would like to bring awareness of the importance of the use of pronouns within the written cases.</p> <p>It was MOVED by A. Pendergast and SECONDED by S. Murphy to add gender identity case to Phase 1 Clinical Skills.</p> <p style="text-align: center;">All were in favor, and the MOTION CARRIED.</p> <p>H. Perry introduced Emily Bolt, elected by CFMS to be the Local Officer for Indigenous Health in March to look at indigenous health issues. BC and Ontario have developed a competency training program to help create cultural sensitivity. She has been working with C. Sturge-Sparkes and H. Perry to create a cultural competency and sensitivity certificate program to be completed over 4 phases. She has contacted the BC Officer to get competency template and tailor it to Newfoundland and Labrador students. The program will consist of online modules, an exam at the end and a service learning aspect such as shadowing a Conne River nurse practitioner. She said a quick survey of the Classes of 2019 & 2020 show that students feel they need sensitivity beyond what has already been received when dealing with indigenous health issues. This program would be housed under C. Sturge-Sparkes' jurisdiction within the Med School and be offered as an extracurricular activity. D. McKay would like to meet with E. Bolt to discuss further.</p>	<p>ACTION: It was moved by A. Pendergast and seconded by S. Murphy to add gender identity case to Phase 1 Clinical Skills. Motion carried.</p> <p>ACTION: D. McKay and E. Bolt to meet to discuss Indigenous Health program.</p>
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#9 Report from NB	LIC	T. Laughlin was not present to report.	
#10 SENATE, SCUGS, AND UNIVERSITY ISSUES		D. McKay said the Dean announced proposed tuition increases at Faculty Council, and she will be talking to the MEDSOC executive on June 23. Fees will be added to student tuition which will be used for infrastructure costs and there are plans for stepped increases to tuition over the next three years.	
#11 SENIOR MANAGEMENT COMMITTEE AND POLICY ISSUES		D. McKay said M. Goodridge spoke to Clinical Chairs regarding the issue that there are to be no more Clinical Skills sessions after 4:00 due to cost implications. D. McKay will be working with A. Dubrowski, and in the meantime, M. Goodridge asked Clinical Chairs if we could schedule faculty members to do a block of the curriculum for all of the Clinical Skills sessions. She has to get back to them with more information.	
#12 ACCREDITATION ISSUES		<p>T. Adey said committee members have been assigned standards and will be emailing the offices of most responsibility to collect information for their interim review.</p> <p>A Professionalism Working Group has been formed as a result of the Internal Medicine accreditation to look at faculty remediation for unprofessional behavior and developing a culture of professionalism at all levels of the Faculty of Medicine. She asked the Committee to email her if they have questions. S. Murphy to ensure information from the Working Group comes back to the UGMS Committee.</p>	ACTION: S. Murphy to ensure information from the Working Group comes back to the UGMS Committee.
#13 UGME OFFICE REPORT AND ISSUES		C. Peddle said there were no issues to report.	
#14 MATTERS ARISING FROM THE MINUTES	<ul style="list-style-type: none"> • Proposed changes to Public/Population Health (PPH) Teaching • UGMS TOR Revisions 	<ul style="list-style-type: none"> • <u>Proposed changes to Public/Population Health Teaching</u>: no new information to update. Keep on agenda. • <u>MCC Update</u>: D. McKay attended UGME Deans' Retreat at MCC headquarters in Ottawa, and outlined important items on that agenda which include: <ul style="list-style-type: none"> ➤ T. Laughlin will be attending a national assessment summit in September, and D. McKay will forward information to Committee members once he receives it if anyone would like to review. ➤ In 2018, there will be a limit of 4 times students can write the MCC 	<p>ACTION: Keep "Proposed changes to PPH Teaching" on agenda.</p> <p>ACTION: D. McKay to forward MCC webinar</p>

		<p>Part I exam.</p> <ul style="list-style-type: none"> ➤ MCC webinar showing new information on September 7, 2017 12:45 – 1:45 EDT. D. McKay to forward details to students. <p>It was MOVED by D. McKay and SECONDED by S. Murphy that the UGMS Committee mandate that 3rd and 4th year medical students attend the MCC webinar on September 7, 2017, 12:45 to 1:45 EDT.</p> <p style="text-align: center;">All were in favor and the MOTION CARRIED.</p> <ul style="list-style-type: none"> ➤ The Class of 2018 will get the new blueprint of the MCC but it will run operationally the same as in 2017. In 2019, the MCC has contracted with Prometrics to run the exam. This will be an issue as our site only seats 6 people, and it will take upwards of two weeks just to get our students through. D. McKay will put together an information package for students on this. In future, the exam may be offered up to 5 times to alleviate pressure on sites. ➤ There are 2 new medical expert objectives: “Brief Resolved Unexplained Events” and “Obsessive Compulsive and Related Disorders”. ➤ There will be revisions to the roles of medical expert with more details to follow. ➤ MCC is establishing a Truth and Reconciliation Task Force. ➤ The MCC is thinking of doing a pilot exam in Spring 2018, and we have to let them know if we are interested in participating. <ul style="list-style-type: none"> • <u>UGMS TOR Revisions</u>: had been previously circulated and will be sent to Faculty Council once approved. <p>It was MOVED by D. McKay and SECONDED by A. Pendergast to approve the updates to the UGMS Terms of Reference as presented.</p> <p style="text-align: center;">All were in favor and the MOTION CARRIED.</p>	<p>details to students.</p> <p>ACTION: It was moved by D. McKay and seconded by S. Murphy that 3rd and 4th year medical students have mandatory attendance to the MCC webinar. Motion carried.</p> <p>ACTION: D. McKay to compile an information package for students regarding the process of the 2019 MCC exam which will be run by Prometrics.</p> <p>ACTION: It was moved by D. McKay and seconded by A. Pendergast to approve updates to the UGMS Terms of Reference as presented. Motion carried.</p>
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<p>#15 NEW BUSINESS</p>	<ul style="list-style-type: none"> Phase 1 Assessment Plans Phase 3 Assessment Maps 2017-2018 Meeting Dates 	<ul style="list-style-type: none"> <u>Phase 1 Assessment Plans</u>: covered above. <u>Phase 3 Assessment Maps</u>: these will need to be approved before the start of Phase 3 in August; however, it is unlikely to have quorum at a July meeting. <p>It was MOVED by D. McKay and SECONDED by O. Heath to deal with Phase 3 Assessment Maps via electronic vote.</p> <p style="text-align: center;">All were in favor and the MOTION CARRIED.</p> <ul style="list-style-type: none"> <u>2017-2018 Meeting Dates</u>: S. Murphy presented the list of proposed meeting dates for 2017-2018, and noted the December 20th date may have to change as it is so close to the Christmas break. C. Vokey to distribute the list of dates to Committee members via email. 	<p>ACTION: It was moved by D. McKay and seconded by O. Heath to deal with Phase 3 Assessment Maps via electronic vote. Motion carried.</p> <p>ACTION: C. Vokey to email the list of proposed meeting dates for 2017-2018 to Committee members.</p>
<p>#16 ADJOURNMENT</p>		<p>Meeting adjourned at 1745 hours.</p>	
<p>Next Meeting</p>		<p>September 20 2017 at 4:00 pm in Room M2M240.</p>	



Sean W. Murphy, MD

Committee Chair