Phase 2 Management Team
Minutes

Tuesday, May 28, 2025
4:00 p.m.
Webex

Attendees: Amanda Fowler (Chair), Martine McKay (PEI), Tara Snelgrove, Maria Goodridge, Brian Kerr, Qasim Dogar, Steve Shorlin, David Stokes, Michelle Simms, Delphine Grynszpan, Jennifer Leonard, Peter MacPherson

Regrets: Alison Haynes, Heidi Coombs, Katrin Zipperlen, James Quinlan

Recorded by: Vivian Whelan

Topic	Details	Action Items and person responsible
Introduction and Welcome		
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No conflicts	
Review and approval of prior minutes - Review of action items from previous meeting	Motion to approve March minutes: Amanda Fowler Seconded: Tara Snelgrove, Maria Goodridge All in favour	
1. Business Arising		
2. Assessment	- All learners passed the last exam. - The next exam is on June 9 and it is ready.	
3. PESC	- No report.	

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4. Curriculum Lead	- Minor curriculum changes were circulated for information purposes. Major curriculum changes: - Case and Outbreak Management tutorial and Vaccination tutorial (1 hour each) will be combined as a one hour tutorial. - Motion to agree to merge these two tutorials into a one hour tutorial: Amanda Fowler - Seconded by: Maria Goodridge - All in agreement - Add a new one hour lecture, Public Health Strategies for Communicable Diseases. - Motion to add this one hour lecture: Amanda Fowler - Seconded by: Marie Goodridge - All in agreement - The Emerging Infectious Disease tutorial will be renamed to Model WHO. Learning method and assessment has changed. SAS has approved the change. - Motion to agree with this change: Amanda Fowler - Seconded by: Maria Goodridge - All in agreement	
5. Community Health	- The community visit is finished, and it went well. - Formal feedback has not been received yet.	

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	- Placement essays are currently being graded. - Today is Dr. Grynszpan's last meeting. Dr. Rick Audas will step in as a non-voting member.	
6. Research	- Most have finished the requirements for this Phase. - The Research presentation was last week. Assessors were impressed with the presentations and class engagement. - Some are waiting for assessment.	
7. Physician Competencies	- No report	
8. Clinical Skills	- Current clinical skills system is MSK, which is the last. - The summative OSCE is on June 20, 2025.	
9. ILS	- There is one ILS session left. - There is a GP assigned but nobody from Orthopedics. - Dr. Fowler will reach out to Orthopedics for a tutor.	
9. Student Issues	- No issues	
10. New Business	Terms of Reference - The Terms of Reference will be brought to the UGME Leadership meeting for discussion and edits.	
11. Next Meeting	TBD	