
Undergraduate Medical Education Committee (UMEC)

APPROVED

February 10, 2023

1:00 – 3:00 PM

Meeting took place via Zoom

Attendees: Janeve Desy, Chris Naugler (Chair), Carol Hutchison, Naminder Sandhu, , Marcy Mintz, Dan Zuege, James Fewell, Adrian Harvey, Jason Kreutz, Martina Kelly, Kim Meyers, Sharon Litton(Admin)

Regrets: Sarah Weeks, Kevin Busche, Taj Jadavji

1. Call to Order

The UMEC meeting took place via Zoom and was called to order @ 1:03pm by Dr. Naugler.

Introduction of Vak Joe and Jason Kreutz, Class of 2025 representatives on UMEC. Also, a new member Dr. Ian Walker was welcomed.

Consent Agenda - Approved

Approval of Minutes from September 9, 2022 - Approved

New Business

- **Big 10 Objectives** – Discussion regarding the possibility of EPA assessments and the Big 10 objectives overlapping. The EPAs are very clinically oriented, and they do end up assessing all the graduation objectives in one way or another so they will not replace them. The updated Promotion and Graduation Standards Policy states that a student is expected to have met the Big 10 Graduation Objectives and to be ready for reactive supervision in the core EPAs. The Competency Committee can definitely be responsible to ensure the objectives are met for every student by the time of graduation. The Big 10 Objectives were reviewed and approved with no changes. The Big 10 will now be presented to SEC by Dr. Naugler for final approval.
- **Clerkship Policies:** Clerkship Work Hours – definition updates, and an addition to Pregnancy and time away/make-up time to match other clerkship time away requests. Dr. Busche presented the motion that UMEC approve the current version reviewed from the Clerkship Work Hours Policy. Approved.
Clerkship Feedback policy: definition updates, and the main change was wording in regards to the direction about providing feedback. A suggestion by Dr. Desy be that the word “should” be changed to “must” (6,B). Dr. Busche presented a motion to the committee that the Clerkship Feedback policy be approved as reviewed with the word change mentioned. Seconded by Naminder Sandhu. Approved.

Extended Clerkship Policy: Change to Procedures 6 A (1) to implement the ability for students to

request an extra two weeks on a specific clerkship rotation to improve and learn even when successful, without being presented to SARC. Overall Section A. is all revised and Dr. Naugler also stated that the SARC Chair, Dr. Anne Roggensack was presented with this change and agreed. Dr. Busche presented the motion that the committee approve the Extended Clerkship Policy as discussed with changes to Section A. Naminder Sandhu seconded the motion. Approved.

- **Change to Failures in Clerkship:** Janeve Desy presented a recommendation regarding failures on MCQ in the clerkship year. This has already been passed through the Clerkship Committee and the Student Evaluation Committee. The primary change would be that for students who have two overall multiple choice exam failures in clerkship, not go to SARC, but have an immediate meeting with the Associate Dean. The second scenario that is being recommended for change is that when a student has one summative ITER failure plus a MCQ failure that they not appear before SARC but again immediately meet with the Associate Dean. As clarification the OSCE is considered equivalent to a summative exam. Dr. Busche presented a motion that the committee accept the proposed changes to the evaluations in clerkship as described (please see attachment), and that the SARC TOR be updated to reflect these changes. The changes will begin with the Class of 2024. Taj Jadavji seconded. Approved.
- **MSPR Policy:** Dr. Naugler discussed a change in procedures (6.7), Progress of the student. The change is worded to reflect that if a student goes to SARC but it doesn't interfere with graduation or extend program completion, the appearance is not noted on the student's MSPR. This change now matches the National guidelines. Dr. Naugler's motion was seconded by Dr. Busche and approved.

1. Standing Items:

3.1 Pre-Clerkship Committee: Dr. Naugler presented the Preclerkship report as Dr. Weeks was unavailable. The notes that were passed on to report were: Classes and small groups are struggling with the wave of illness affecting students and preceptors, therefore more exam deferrals have been reported.

3.2 Clerkship Committee

Dr. Busche reported that the Class of 2023 are well into Clerkship. They are gearing up for the CaRMS match, preparing personal letters, references, and the UME Admin team are preparing the MSPRs for the 2023 class. The Class of 2024 are having some challenges booking their electives, as well as their visiting electives. The AFMC elective portal has caused a few problems but slowly working out the challenges.

3.3 Student Evaluation Committee

Dr. Desy reported that the SEC committee has updated heir TOR, approved the clerkship policy changes that were just discussed and approved the concept of an interim competency committee meeting for clerkship. The Midpoint Competency Committee met this morning and was presented the EPA data (current to Nov 16); ITER comments analyzed based on Natural Language Processing (NLP) and the ITER sub-item component scores two or less. The NLP identified three themes: Unfavourable Cohort Comparison (UCC; n=8 qualifying words); Deficiency Specified (DS; n=7 words); advice (n=6 words).

Dr. Desy explained in detail the process of NLP and the future research of using the data for intervening and mentoring based on the flags and deficiencies in each student. The current SUCCESS program will be looked at to expand to the clerkship program. The purpose is to offer more resources and more support in a more personalized mentor to help them identify where the student can grow.

3.4 Student Reports: Class of 2023 – no representation

3.5 Student Reports: Class of 2024: Mohamed Bondok and Kathy Fu reported that the class is waiting for the electives issues to be resolved on the portal; finishing off exams from Preclerkship and excited for clerkship to begin. The lottery results were very positive, and all are appreciative of the hard work by the UME team.

3.6 Student Reports: Class of 2025: Vak Joe reported that the biggest item affecting the pre-clerks at the moment is the Career Development week and the placements. They noted a big thank you to UME administration for quickly providing other placements within Calgary for the students. Midterms and finals upcoming so busy with studying and waiting for the Christmas break.

3.7 Accreditation Update

Dr. Marcy Mintz informed the committee of accreditation updates which included the accreditation date of October 2024. The steering committee is formed as well as six sub-committees. The student body was contacted for representatives to participate on the sub-committees and the response was successful and all positions filled. A Town Hall will be held the beginning of December to inform the students of the ISA (Independent Student Analysis) survey and their involvement in the accreditation process.

3.8 Associate Dean's Report (C. Naugler): All items were covered therefore there was no report.

Meeting was adjourned at 2:20pm.

The 2023 UMEC meeting scheduled is TBD.