
Undergraduate Medical Education Committee (UMEC)

APPROVED

May 26, 2023

1:00 – 3:00 PM

Meeting took place via Zoom

Attendees: Chris Naugler (Chair), Carol Hutchison, Naminder Sandhu, Marcy Mintz, Dan Zuege, James Fewell, Adrian Harvey, Jason Kreutz, Martina Kelly, Kevin Busche, Taj Jadavji, Shannon Leskosky, Mike Paget, Vak Joe, Sarah Weeks, Sharon Litton (Admin)

Regrets: Janeve Desy, Allison Brown

1. Call to Order

The UMEC meeting took place via Zoom and was called to order @ 1:05pm by Dr. Naugler.

Consent Agenda - Approved

Approval of Minutes from February 10th, 2023 - Approved

New Business

- **Competency Committee TOR Approval** – Adrian Harvey presented the revisions to the terms of reference for the Competency Committee. Adrian discussed the purpose of the Competency Committee, which is to make recommendations for graduation at the end of clerkship. The committee has been operating for three years now with great success and the TOR now needs to be updated with the implementation of RIME. The Competency Committee role is expanding to include progression through Preclerkship, which with RIME consists of three main six month blocks. The committee will meet at the end of these six month blocks in order to assess all of the data that is available on the students and to make recommendations for progression on to the next portion of Preclerkship and then at the end of the third block, the committee will make recommendations on progression onto Clerkship. Adrian highlighted the members of the Preclerkship Competency Committee, which is smaller with five voting members. Also noted was that Dr. McLaughlin will continue to Chair the committee and Dr. Desy and Dr. Harvey will be presenters to the committee as non-voting members. An addition of Sue-Ann Facchini, Curriculum Manager, to the Preclerkship committee list was suggested by Shannon Leskosky. Motion to approve the TOR with the discussed additions was presented by Adrian Harvey, seconded by Sarah Weeks and vote tallied via chat to Sharon – approved.
- **Clerkship Committee Annual Report:** The annual report was circulated prior to the meeting for the committee to review and bring forth any questions. Kevin Busche summarized the Clerkship report with highlights being the changes to the clerkship committee members. Questions were welcomed, and then motion to approve was presented by Naminder Sandhu, seconded by Sarah Weeks and vote tallied via chat by Sharon – approved. A second motion to approve the leadership/committee changes was presented by James Fewell, seconded by Naminder Sandhu and vote tallied via chat to Sharon-approved.

- **Preclerkship Committee Annual Report:** The report was circulated prior to the meeting for the committee's review. Sarah Weeks presented a PowerPoint for summary of the year. Starting in July RIME and the Legacy Preclerkship will be running at the same time. The ability to still transition to Zoom for sickness was evident during the year and will be ongoing as needed. Sarah reported on the number of absences for the Class of 2024 and their transition into clerkship. The Class of 2025 have a significant class increase for their Year 2 and are currently in Course 4 with upcoming Career Development week in July. Leadership changes within the Preclerkship committee is changing mainly due to RIME roles being implemented. The RIME team consists of three block directors: Dr. Murray Lee, Dr. Theresa Wu, Dr. Adam Bass, as well as Dr. Jodie Ornstein-Clinical Skills; Dr. Amy Gausvik-Health Equity & Structural Competency; Dr. Amy Bromley-Professional Role; Dr. Sarah Anderson – Anatomy and Dr. Glenda Bendiak – Assessment. There are also 35 Preclerkship educators, 75 tutorial educators (similar to the Master Teacher program) with the new curriculum being very rhythmic. Discussion regarding RIME followed and Sarah answered questions surrounding this. The report was motioned to be approved by Kevin Busche, seconded by Martina Kelly and vote was tallied via zoom by Sharon – Approved.
- **Student Feedback Policy Approval:** Kevin Busche presented a rewritten policy recommended by the Clerkship Committee. Kevin highlighted the critical feedback section, rotation length and how feedback is delivered. Discussion was opened up with Marcy Mintz commenting on the importance of this change in terms of accreditation. The motion to approve the new policy was made by Sarah Weeks, seconded by James Fewell and the vote was tallied via zoom by Sharon – Approved.
- **Preclerkship Committee TOR (RPCC):** The terms of reference was updated since the Fall; mainly with leadership roles and members changed and added. Sarah informed the UMEC committee that Adrian Harvey will be chairing a new committee called the Curriculum Review Committee, which will be reviewing and deciding on requested curriculum changes brought forward. Motion to approve by James Fewell, seconded by Naminder Sandhu and votes tallied via Zoom by Sharon-Approved.

1. Standing Items:

3.1 Pre-Clerkship Committee: Sarah Weeks presented this update in her annual report, noted above. No further questions were brought forward.

3.2 Clerkship Committee

Kevin Busche reported that the Class of 2023 are almost complete with only a few exams and remedial/make-up time before starting residency in July. The Match rate in the first round was just under 94 percent with 31% matching to Family Medicine. Class of 2024 are in clerkship and performing well. Class of 2025 will start Clerkship in January with about 190 students, therefore more rotation locations are being looked into to fit these students in. In response to RIME, Clerkship is looking at a few adjustments such as the Community Engaged Learning as Preclerkship will now have more of this involvement in the new curriculum. Matching statistics across the country, within Calgary, and mentoring processes was discussed.

3.3 Student Evaluation Committee: Janeve Desy was not in attendance and no report forwarded to discuss. The next SEC meeting is on Monday; therefore the report will be presented at the next UMEC meeting.

3.4 Student Reports: Class of 2023 – no representation

3.5 Student Reports: Class of 2024 – no representation

3.6 Student Reports: Class of 2025: Jason Kreutz reported on behalf of the Class of 2025. Currently in the mid-point of Course 4, so busy studying at this point. An issue brought forward was regarding small group sessions and the lack of preceptors. The small groups without preceptors have had to join others to create a larger group, which is not beneficial. Sarah Weeks responded that UME is asking Master Teachers to assist and go over their allotted hours; PGME has been contacted to ask for senior residents to teach and other avenues of recruitment are being explored as well.

3.7 Accreditation Update

Dr. Marcy Mintz reported on accreditation updates which included the ISA being completed. The completion rate was 80%. Eddie Guo, Class President 2025 has done the quantitative analysis to be incorporated into the DCI (Data Collection Instrument). Funds have been secured for an external party to work through the qualitative data and provide a report based on four questions from the end of the Independent Student Analysis survey. They will work with the class presidents to go through the data and have a report by the end of August, which will then go to the ISA subcommittee for final writing. The second part is the Data Collection Instrument which involves the 94-96 elements that have been distributed among six subcommittees. There will be two curriculum parts with RIME and Legacy which will be completed by UME.

The DCI and the ISA will be completed around October 1st, compiled together and then reviewed by a group recruited by Marcy. This process is called the Medical School Self Study. The pre-review is January 24-25th with external reviewers coming and will involve extensive meetings over the two days. Chris Naugler acknowledged Marcy's hard work and effort in the accreditation process.

3.8 Associate Dean's Report (C. Naugler): Chris Naugler reported on the planned Medical School expansion in Alberta. The U of C and U of A have hired a consulting company to assist with details and Chris met with Doug Blackie, consultant yesterday to work through the plan. One significant issue discussed was capacity and faculty engagement in Lethbridge, as this will eventually become a three year degree granting program. The first step will be clerkship, but preceptors are problematic. The plan put forward by the consultants is to develop a freestanding clinic in Lethbridge that would employ on an AMHP basis, clinicians that could provide the bulk of teaching. The first step Chris presented to the consultant is to have leadership and faculty in place before the students are on the ground. This would include faculty engagement, hiring, and developing the clinic with AMHP positions. This capacity can be utilized immediately with UCLIC students, but this will take awhile to recruit. The government asked U of C to have the first enrollment increase this year, so an extra 10 students were added for July cohort. An additional increase of 20 for next year, so this will create capacity and preceptor issues. There will be potential of an additional 30 student increase but waiting on confirmation from the consultant.

Meeting was adjourned at 3:45pm.