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## Undergraduate Medical Education Committee (UMEC)

### APPROVED

September 15, 2023

1:00 – 3:00 PM

Meeting took place via Zoom

**Attendees:** Chris Naugler (Chair), Adam Bass, Alam Randhawa, Carol Hutchison, Marcy Mintz, James Fewell, Adrian Harvey, Jason Kreutz, Clark Svrcek, Kevin Busche, Taj Jadavji, Jessica Young, Mike Paget, Vak Joe, Sarah Weeks, Rabiya Jalil, Donna Slater, Danielle Jean (Admin)

**Regrets:** Janeve Desy, Allison Brown, Dan Zuege, Shannon Leskosky, Naminder Sandhu

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### 1. Call to Order

The UMEC meeting took place via Zoom and was called to order @ 1:11pm by Dr. Naugler.

\*Note: the meeting was not recorded

### 2. Consent Agenda – Approved

Additional item to New Business: Big 10 Objectives

Approval of Minutes from May 26, 2023 - Approved

### New Business

- **Attendance Policy approval** – Adrian Harvey presented the revisions to the Attendance policy, which was distributed prior to meeting for the committee’s review.
- **SEC Annual Report:** Adrian presented the SEC annual report, which was distributed prior to the meeting for review.
- **The Big 10 Learning Objectives:** SEC has commented that in the “Big 10”: 1) Should there be a stronger statement regarding the importance of acting and working in an anti-oppressive, and anti-racist non ableist way. As well as something about Indigenous Health. 2) Public Health should be raised as an issue. 3) Social Science Research is a major pillar as well, not only Clinical Sciences. 4) Planetary Health to be added to this as an objective. 5) Nothing specific to promoting learner wellness listed.  
There will be a Big 10 working group to go through and finalize the changes, which will then be presented at the next UMEC meeting for approval. Dr. Naugler asked for volunteers to work on the revisions.

### 3. Standing Items:

**3.1 Pre-Clerkship Committee:** Sarah Weeks presented the Preclerkship update. Class of 2025 are the class that started post pandemic and have had a more traditional

course through the program. They have had an increase in class size based on student leaves. They are currently in Course 7 with Courses 6, medical skills OSCE, ICP and Integrative remaining. The Class of 2026 - Lunkaryas. Class size is 180.

RIME has launched and overall has been going well. Incredible team of Directors, Educators and tutorial group facilitators. There has been a large turnover in the UME administrative team, however they are all doing an amazing job to make it successful. We have had a few potholes. Main issues are around IT crashes (main campus) and getting material uploaded for students in a timely fashion. We are still recruiting for at least one educator position. Recruitment for tutorial groups has been going well with the exception of anatomy. We are looking into barriers as well as targeted recruitment including residents. We are also still recruiting for an Indigenous Health lead as part of our Health Equity and Structural Competence team. Some of the challenges continue to be team capacity, fighting negative messaging for non-engaged faculty as well as faculty turnover (primarily in the educator role). Looking ahead we are thinking about the proposed expansion and ensuring changes made now could enable distribution.

Lots of positive feedback coming from students around CARDS, assessment and learning style.

**3.2 Clerkship Committee:** Kevin Busche reported that the AFMC portal is causing issues for the students including a system shut down, charging in USD, over charging in some cases double or triple charged for booking electives. An upcoming meeting with the AFMC is to be determined to review these issues. Increases in class sizes going forward continue to be an issue with capacity, potential for Red Deer being a host for mandatory rotations; working to make this happen along with a satellite campus in Lethbridge.

**3.3 Student Evaluation Committee:** Janeve Desy was not in attendance and no report forwarded to discuss. The annual report was presented by Adrian Harvey in the New Business.

**3.4 Student Reports: Class of 2024** – no representation

**3.5 Student Reports: Class of 2025-** Jason Kreutz reported on behalf of the Class of 2025. There are ongoing elective booking issues regarding the AFMC portal. The home elective booking for the class opened on September 10<sup>th</sup> with visiting electives opening up on a rolling basis. The class experienced numerous issues with the portal, including the portal crashing, students being double charged or charged inappropriately, and elective application submissions disappearing. These technical issues were compounded by other issues such as elective booking being prohibitively costly, the portal having built-in inefficiencies like not allowing document uploads prior to submissions, and other various issues.

The bookings for core rotation site and selective preferences were completed through one45. No technical issues but the one-week timeline was extremely short, and requests were received from the class to extend it. The VP-Academics were attending the CFMS AGM conference in Toronto with other CMSA executives to meet and discuss pertinent issues with representatives from other medical student associations across Canada. This was a great opportunity, and many productive conversations were had, particularly surrounding the portal. The class has recently finished the course 5 exam and have begun course 7.

**3.6 Student Reports: Class of 2026** – The class is just getting started and finding routine. They will be holding a class round table discussion to ensure questions and concerns are brought forward to be addressed.

### **3.7 Accreditation Update**

Dr. Marcy Mintz reported on accreditation updates. A reminder to the group that the formative accreditation review will be January 24 and 25<sup>th</sup> and that many of the *leads* will be asked to attend. It was noted that the timeline of having all 95 Data Collection Instrument (DCI) elements completed is behind and that there are still >40 incomplete of requiring revisions – ideally this would all be done in the next four weeks (by the end of September).

Meeting was adjourned at 2:45pm.