



## Undergraduate Medical Education Committee

**APPROVED**

**Friday, April 20, 2018**

**Room G750**

**Health Sciences Centre**

**Attendees:** Drs. Hanan Bassyouni, Luc Berthiaume, Kevin Busche, Ellen Burgess, Chip Doig, Martina Kelly, Pam Veale (Acting Chair), Ms. Na'ama Avitzur, Ms. Kate Brockman, Ms. Karen Chadbolt, Mr. William Kennedy, Ms. Shannon Leskosky, Ms. Kerri Martin, Ms. Jane McNeill (minutes), Ms. Sarah Smith

**Regrets:** Drs. Walla Al-Hertani, Heather Baxter, Sylvain Coderre (Chair), Karen Fruetel, Benedikt Hallgrimsson, Aliya Kassam, Charles Leduc, Kevin McLaughlin, Travis Ogilvie, Ms. Lauren Galbraith, Mr. Mike Paget, Mr. David Reading

**Guests:** Drs. Kelly Albrecht, Dhea Wallace-Chau, Wayne Rosen

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### **1. Approval of Agenda**

**Dr. Pam Veale**

The April 20th UMEC Agenda was approved (with one item added – PCC Annual Report to UMEC).

- All in approval

### **2. Approval of Minutes**

**Dr. Pam Veale**

The February 23, 2018 UMEC Minutes were approved.

- Motion: Dr. C. Doig      Seconded: Dr. Kevin Busche

### **3. Report from Students**

**Class of 2020:** Ms. K. Brockman reported that she will be one of three students attending a CBD Workshop with the Royal College. She informed members that both students and faculty have been asked if there are any questions that she could pass along while attending the workshop.

**Class of 2019:** Ms. N. Avitzur reported that several students in the Class of 2019 have questions regarding our recent CaRMS match. She indicated that many of her classmates were concerned with the increasing number of unmatched students this year. Both she and Ms. S. Smith suggested that formal communication from the UME would be very helpful and could alleviate student stress. Dr. P. Veale reported that there are a number of planned information sessions on the CaRMS process and that she is very interested in knowing what kind of timing the students in the Class of 2019 would prefer. Dr. Veale reported that the UME have always looked after their unmatched students (meeting with students individually, provide time off (if needs be), assistance with applying to the second iteration, process for extending clerkship, and support from SAW). Ms. Avitzur commented that the UME's organized process for unmatched students is not known by all members of the Class of 2019. Mr. W. Kennedy suggested the possibility of a

town hall information session for students after match day. He suggested that it would be helpful for students to ask questions. Dr. P. Veale reported that protecting the privacy of our students is essential. Dr. Veale thanked Ms. Avitzur, Smith, Brockman and Mr. Kennedy for relaying their classes' concerns. She was very appreciative of the students' feedback and suggested that there will be more discussion around this topic at a later date.

#### **4. Associate Dean's Report**

Dr. Coderre was unable to attend today's UMEC meeting, therefore, an Associate Dean's Report was not brought forward.

#### **5. New Business**

##### **a. KPI Document**

The ninth slide of the "KPI Presentation (UMEC November 2017)" entitled "Do you believe that your instruction in each of the following areas was inadequate, appropriate or excessive" [attached] was reviewed. There was a great deal of discussion regarding the areas being rated (End-of-Life, Complementary and Alternative Medicine (CAM), Law & Medicine, Health Care Systems, Health Policy, Pain Management and Long Term Health Care). Dr. Veale explained that End-of-Life, Law & Medicine and Pain Management are presently being addressed in our curriculum in some capacity. There was a great deal of discussion regarding CAM.

##### **b. Pre-Clerkship Annual Report**

It was decided to table the Pre-Clerkship Annual Report until the next UMEC meeting in June, 2018 due to the fact that it was not circulated to UMEC members prior to the meeting.

##### **c. Clerkship Annual Report**

Dr. Veale reviewed the Clerkship Annual Report (attached). She highlighted specific areas for the committee. She discussed that the Clerkship Student Handbook was revised this year and made note of the expansion of the student professionalism section, she indicated that links (such as UME Student Code of Conduct, Cumming School of Medicine Professionalism Guidelines, etc...) were added to the handbook. It was explained that the links are not new, however, they are now located in one area of the handbook. Dr. Veale also reviewed "Other Decisions/Discussions" from the report. "Rotation Specific Discussions" was also addressed. Dr. Veale discussed highlights such as Electives and that we are continuing with the electives portal. As well, balance in student workload was addressed within the different rotations. There was a great deal of discussion with regard to the Clerkship Workload Policy, Dr. Veale offered to readdress this policy at UMEC at a future meeting with additional specific information by rotation.

##### **d. Well Woman Course (Dr. Kevin Busche, Guests: Drs. K. Albrecht, D. Wallace-Chau and W. Rosen)**

The UMEC members introduced themselves to Drs. Albrecht, Wallace-Chau and Rosen. Dr. K. Busche reviewed the proposal regarding the Well Woman Course that was brought forward to UMEC members on February 23, 2018. He explained that the proposal will change the format of how the UME teaches Well Woman, which is a sub-unit of the Physical Exam Unit of Medical Skills. Dr. Busche explained that the course is presently being taught by specialized standardized patients who are present as both standardized patients and also acting the role of a teacher (there is not a preceptor present). Dr. Busche explained that in keeping with our Accreditation Standards "any clinical teaching environment has to be led by a (preceptor with a) faculty appointment." As well, he explained that the standardized



**Meeting adjourned at 3:00 p.m.**

**Next Meeting: June 15, 2018 in Room G643 from 1:00 p.m. – 3:00 p.m.**