

Clerkship Committee (CC) Minutes

Clerkship Committee (CC)

APPROVED

Tuesday, September 9th, 2025

12:30 pm to 2:30 pm Meeting via Zoom

Via Zoom: <https://ucalgary.zoom.us/j/96410026227>

Chair: Dr. Sarah Weeks

Present: S Weeks (Chair), A Adel, S Bannister, N Boechler, R Bradbury, A Bromley, K Darcus, M Davis, J Desy, S Facchini, D Fatima, J Gill, L Harper, M Hsu, A Kalifa, K Kenny, T Killam, H Kim, L Leinweber, S Leskosky, T Lohmann, S McLeod, M Paget, R Ram, A Ramaliu, S Tai, T Wong, C Zavitz, N Seefried

Regrets: S Coderre, G Gelfand, S Haque, W Harris-Thompson, C Horwood, S Ivaturi, D Jean, N Johnson, K Lafreniere, S Lopushinsky, S Pancic, A Randhawa, A Ritter, A Rotstein, E Ruka, R Sanguinetti, J Sommerville, G Taneja, J Vantanajal, T Wu

1. Welcome and Territorial Acknowledgement

- Dr. Sarah Weeks called the meeting to order at 12:34 PM and welcomed attendees.
- Territorial Acknowledgement.
- Welcome and Introductions.
- First meeting of the academic year.
- Welcomed two VP Academic representatives (Class of 2028) Nicole Boechler and Jaspreet Gill and two resident representatives Dr. Amira Kalifa and Dr. Sarika Haque (absent).

2. Approval of the Meeting Agenda

- The agenda was reviewed and passed unanimously.

3. Approval of Minutes from June 17, 2025

- The minutes from the previous meeting were approved unanimously.

4. Standing Updates

4.1 Student Reports

- Class of 2027: Preparing for Unit 9 exam; lottery results reviewed.
- Class of 2028: Currently in Unit 2; awaiting exam marks for Unit 1.

4.2 Undergraduate Medical Education Committee (Dr. Amy Bromley)

- Revisions to terms of reference and accreditation policies shared.

4.3 RIME Pre-Clerkship Committee (Dr. Weeks for Dr. Wu)

- Increase in student shadowing time noted during Pre-Clerkship phase.
- Ongoing work with curricular mapping/tagging.

4.4 Student Evaluation & Competency Committee (Dr. Janeve Desy)

Clerkship Progress Formative Exam – Class of 2026

- Two-part exam administered (March 28 & April 11, 2025) with 88 and 87 MCQs respectively (Developed by Dr. Sylvain Coderre).

Results Summary

- Hofstee method used for threshold setting.
- Recommended performance level for combined set at 70%; failure rate considered reasonable.
- Student Feedback - Fairness: 46.7% fair, 33.3% neutral, 13.3% unfair.
- Difficulty: 80% found it harder than pre-clerkship exams.

Support Strategies

- Midpoint Competency Committee review (November 24th) to assess EPA completion, exam performance, and ITER performance.
- Early intervention and mentorship for “at risk” students.
- Clarification: travel-related absences for exams are rescheduled, not deferrals.

Graduation Planning

- Final Clerkship Committee meeting tentatively scheduled for May 2026.
- Will review assessments, make graduation decisions, and address deferrals.

Additional Notes

- Dr. Desy encouraged questions and feedback
- Emphasized transparency and contextual limitations in cohort comparisons

4.5 Research Update (Dr. Janeve Desy)

- ECLIPSE research event scheduled for December 1st.
- Keynote: Dr. Chris Watling; student presentations included.

4.6 CQI & Curricular Management (Dr. Lea Harper)

- Focus on aligning curriculum objectives with learning experiences.
- AFMC/CACMS separation from LCME noted; Canadian-only accreditation confirmed.
- Curriculum mapping and “Big 10” learning objectives in development.
- Full implementation targeted by 2025.
- Objectives to be distributed to students for transparency.
- Annual clerkship reports to include data on mistreatment/discrimination.
- Faculty support framework in development.
- Curriculum revisions ongoing; updates to follow.

4.7 PGME Update (Dr. Melinda Davis)

- No formal update.

5. Arising from the Minutes

5.1 Meetings with Clerkship Directors

- Dr. Weeks is meeting with Directors.
- Two-thirds of meetings completed; ideas and feedback are being shared.
- Relevant updates from these meetings will be brought forward as needed.

5.2 Student Elective Portal Update

- Concerns raised regarding effectiveness of the AFMC portal.
- Sibyl Tai will send updated information to students by end of month.
- AFMC Visiting Electives – Discussion Highlights

System designed to promote equity, but rollout revealed challenges:

1. Unfilled elective spots and limited student placements.
 2. Application process involves randomly selecting from applicants based on capacity given.
 3. Demand spikes around MSPR completion; system showing signs of stabilization.
 4. Need for more detailed AFMC data (spots, applications, acceptances).
 5. Students want to preview elective options before applying.
- Dr. McLeod and Sibyl Tai emphasized ongoing evaluation and improvement.
 - Committee agreed to explore iterative enhancements to the system.

5.3 EPA 0 Reminder and Expansion

- EPA 0 discussed as a formative assessment tool.
- Midpoint clerkship review scheduled for November 24 to assess EPA completion.
- Assistant Dean will follow up with students not on track.
- EPA 0 currently active for Classes of 2026 by Clerkship Directors. Plan to expand to other faculty when ready.

- Tracks positive and negative performance, enabling early coaching and support.

Entries may include kudos or flags based on clerkship experiences.

- Performance patterns help identify learning needs and guide faculty intervention.
- Competency Committee uses EPA 0 data to monitor trends and inform decisions.

6. New Business

6.1 CIOC Proposal – Psychiatry (Dr. Huntai Kim)

- Proposal to convert four half-day sessions into a two-day boot camp format.
- Originally planned for September; required formal committee approval due to procedural requirements.
- **Motion passed unanimously** and will be reflected in the upcoming schedule.

Approval process clarified:

1. Structural curriculum changes require committee approval.
 2. Electronic voting encouraged to avoid delays.
- Dr. Weeks emphasized tracking changes via OSLER for transparency.

6.2 Leadership Opportunities

Open roles:

- Clerkship Clinical Skills Director
- Psychiatry Evaluation Coordinator

6.3 ITER Completion Process

- Dr. Weeks is reviewing ITERs for accuracy and quality assurance.
- Sibyl Tai and Dr. Weeks have proposed a standard process for ITER completion that has been circulated to evaluation coordinators for feedback.

6.4 Preceptor Conflict of Interest Policy

- Discussion led by Dr. Weeks on managing evaluation conflicts.
- Suggestions included newsletters and targeted communication.
- Agreement to develop clerkship-specific messaging strategies.

6.5 Lottery, MCC, and CaRMS Data Overview

- Mike Paget presented match data for the Class of 2025.
- Class of 2027 received personalized clerkship schedules on Sept 5 via Academic Technologies algorithm.
- Acknowledgments: Chaoji Liu, Sibyl Tai, and Dr. Weeks for coordination and flexibility.

Adjustments improved outcomes.

Historical Match Rates (Top 7 Blocks – Pre-MSPR)

- Rank 1–3: 158 students (100%)
- Rank 4: 154 (97%)
- Rank 5: 139 (88%)
- Rank 6: 114 (72%)
- Rank 7: 71 (45%)

Survey Completion Improvements

- Class of 2026: Increased focus on feedback from mandatory rotations.
- One45 now requires feedback submission before ITER access.
- Forms distributed 7 days before rotation ends; expire 21 days after (or 14 days post-rotation).
- <https://www.carms.ca/data-reports/r1-data-reports/>
- https://www.carms.ca/wp-content/uploads/2025/09/2025_r1_tbl34e.pdf

6.6 Rotation Survey Completion

- Pediatrics achieved high participation rates in rotation surveys.

6.7 Clerkship Shadowing & Career Days

Shadowing Protocol

- All clerkship shadowing must be approved by the Assistant Dean and placed in OSLER to ensure liability coverage.
- Some students have participated in unapproved shadowing, resulting in lack of coverage and policy non-compliance.
- Informal arrangements by preceptors are not recognized as curricular time and pose legal risks.
- Communication will be sent to Program Directors as well as the Classes of 2026 & 2027 to reinforce compliance.

Career Days

- Organized by student interest groups; listed in student schedules.
- These are not considered UME-sponsored events although are entered into OSLER for scheduling.

6.8 Consent Items

- Moving forward the Committee agenda and minutes will be circulated ahead of the meeting. If there are no concerns raised these items will be approved without voting.

7. Clerkship Reports

Surgery

- Report postponed to October meeting.
- Dr. Caleb Zavitz to receive rotation data prior next meeting. Rotations due to present prior to January will be receiving their rotation data within a few weeks.

8. Next Meeting

- Scheduled for October 14, 2025, via Zoom.
- Presentations: Internal Medicine and Surgery.
- Review of Clerkship Committee Terms of Reference.

Adjournment: 2:27 PM