



**Electives Committee Meeting Minutes**  
**Thursday, January 16<sup>th</sup>, 2019 (10 a.m. – 10:40 a.m.)**  
**Location: G701 (UME Boardroom)**  
**Approved**

**Attendees:** *Dr. Laurie-Ann Baker (Chair), Dr. Heather Baxter (Family Medicine), Dr. Cynthia Card (Medical Oncology), Dr. Jeremy Lamothe (Surgery), Dr. Meira Louis, Ms. Yuan Burton (Surgery), Dr. Mandy Dale (Electives Coordinator for Rural), Ms. Michelle Krbavac (Immunization Specialist), Ms. Shannon Leskosky (Manager, UME), Ms. Mary MacRae (Psychiatry), Ms. Aleeza Manucot (Class of 2021 Electives Rep), Ms. Tania Pander (Visiting Electives), Ms. Dragna Stanojevic (Operation Manager-DLRI), Ms. Sibyl Tai (Program Supervisor, Clerkship), Ms. Jessica Tjong (International Electives Rep, Class of 2021), Ms. Kristy Ward (Summer Electives/Clerkship Electives)*

**Regrets:** *Dr. Chris Hahn (Neurology), Dr. Josephine Ho (Peds Endocrinology), Dr. Julian Midgley (Pediatrics), Dr. Davinder Sidhu (Pathology), Dr. Ron Spice (DLRI – if Dr. Johnston not available), Ms. Sue-Ann Facchini (Program Supervisor, Preclerkship), Ms. Karen Joorisity (DLRI), Mr. Mike Paget (Manager, Academic Technologies), Mr. Nicholas Riopel (class of 2020 & International Electives), Ms. Alexa Scarcello (Class of 2019 International Elective Rep), Mr. Cormac Southam (Class of 2020 & Rep for Electives), Ms. Dani Wang (Class of 2019 & Rep for Electives)*

**AGENDA:**

1. Approval of Agenda
  2. Approval of Minutes of January 18, 2018 Minutes
  3. New Members Update: Dr. Jeremy Lamothe (Surgery), Dr. Aaron Johnston (DLRI), Ms. Yuan Burton (Surgery), Ms. Karen Joorisity (DLRI), Ms. Aleeza Manucot (Class of 2021 Electives Rep), Ms. Jessica Tjong (International Electives Rep Class of 2021)
  4. Business Arising from Minutes (Standing Items)
  5. New Business:
    - Review Visiting Electives - Ms. Tania Pander
    - Implications of Changing to a three-week summer elective block – Dr. Baker
  6. Adjournment
  7. Next Meeting – September, 2020 (a doodlepoll will be circulated in May, 2019)
- 1. Approval of Agenda:** The Agenda was approved with three additions: 1) a brief update on a new clerkship elective that is available called the Health Humanities Elective; 2) the blackout period in 2020 will be extended; 3) discuss possible leadership changes. Moved by Dr. M. Louis; seconded by Ms. S. Leskosky. Moved unanimously.

2. **Approval of Last Minutes of January 18, 2018:** Moved by Ms. T. Pander; seconded by Ms. M. Dale. Motion approved unanimously.
3. **New Members Update:** Dr. Baker welcomed the new members and requested that all Elective Committee members introduce themselves. The student representatives for the class of 2021 are: Ms. Jessica Tjong (International Electives Rep) and Ms. Aleeza Manucot (Elective Rep). New to the committee are Ms. Yuan Burton (Surgery), Dr. Aaron Johnston (DLRI), Dr. Jeremy LaMothe (survey) and Ms. Karen Joorisity (DLRI).
4. **Business arising from last minutes:** **1.** There was a comment in the last minutes that we were going to put a new tab on the U of C Portal for the purpose of informing visiting students of new and upcoming electives. Ms. Pander reported that she polled all U of C departments to see if it was feasible for departments to indicate their availability for elective students. Less than half of the departments responded to the poll (availability changes constantly in many departments), therefore there will not be a new tab. **2.** Last year we introduced a new Summer Elective ITER. Dr. Baker reported there have been no concerns with regard to the new ITER from either students or preceptors, therefore there will not be any new changes to the Summer Elective ITER.
5. **New Business:**

**Statistics** - The statistics from last year with regard to **Summer Electives** for the Class of 2020 are: 163 students, 306 electives, 656 weeks (majority of preclerkship electives occur within Calgary). **Clerkship Electives** for the Class of 2017: 160 students, 894 electives, 1831 weeks of electives. **Visiting Electives:** 959 students, 1063 electives with over 2000 weeks of electives. Dr. Baker congratulated both T. Pander and K. Ward for a job well done!

**Visiting Electives** – Ms. T. Pander updated committee members regarding Visiting Electives. She reported that nationally, we have moved to a 26-week time limit (the earliest a student can submit an application is 26 weeks ahead of the start date of a visiting elective (within the portal). Nationally, most schools have agreed to a six-week cancellation (used to be eight weeks). Ms. Pander also reported that she and Ms. M. Krbavac have added a Health and Safety Tab to our portal page so that if a visiting student has an incident, it's a summary of what the student should do. As well, Ms. Pander reported that due to the new clerkship schedule there will be a new blackout period for the Class of 2021. The blackout will start on December 23, 2019 until April 19, 2020 - the process is going to remain the same as last year. As well, nationally, the Visiting Electives Coordinators are working on adding a new student type (Extended Clerkship) for students who do not match. As of this date, three schools have agreed. Ms. Pander will update the committee at the next meeting.

**Three-Week Summer Elective** – This coming summer (2019) will be the first time that Preclerkship Electives will move from a four-week elective to a three-week elective. This change was student driven, and a part of it was due to the limitation of preclerkship electives across the country. Dr. Baker noted that the students have not lost elective time because the one remaining week has been moved from Preclerkship into Clerkship Electives. Dr. Baker requested that departments be a little more lenient with permitting one-week Preclerkship Electives. Ms. K. Ward has contacted many departments with regard to accepting preclerkship students for a one-week Preclerkship Elective, she reported that most departments are accepting the idea of one-week electives. Dr. Baker discussed the pros and cons of a one-week elective. From a student perspective it's very positive that they are getting one week of electives moved into Clerkship,

however, a one-week elective from a preceptors' perspective is a tough evaluation period (depending on the experience). Dr. Baker discussed how the three-week summer elective block will affect the students who wish to go international. She commented that the process is the same but a lot of the funding requires four weeks, therefore there will be a limitation to students. The funding is not controlled by the U of C (there is often outside funding). The Global Health office is hoping that more students choose international electives during Clerkship.

**New Clerkship Elective (Health Humanities Elective)** – This elective is run by Dr. Tom Rosenal. This elective is very new and exciting as it looks at how the physician fits into society and how the role should be. Dr. Baker requested that students inform their peers about the new elective.

**Leadership Changes** - Dr. Baker informed committee members that she is looking to start to transition out of the role as Chair of the Electives Committee over the next six to twelve months. She has been in this position for over ten years and her other roles have expanded very quickly over the last eighteen months. She is very interested in talking to people if they are interested in the Chair position.

Dr. Baker thanked all committee members for a job well done.

6. Meeting was adjourned at 10:45 a.m. The next Electives Committee meeting will take place in September, 2019 ( A doodle poll will be sent out to members in May, 2019).