

### Pre-Clerkship Committee (PCC)

January 10, 2020  
12:30 – 3:00 PM  
FMC, HSC, G384

**Attending:** Drs. S. Weeks (*Chair*), F. Aghajafari, B. Au, A. Bass, H. Bassyouni, J. Bertram, N. Brager, K. Busche, E. Cheng (*phone*), J. Chu, P. Couillard, M. Davis, E. Dempsey, J. Desy, A. Grant, R. Kachra, M. Kelly, P. Lee, M. Louis, L. McKenzie, C. Naugler, W. Rosen, K. Smyth, P. Stokes, C. Svrcek, and K. Chadbolt, S-A. Facchini, S. George, S. Leskosky, M. Paget, D. Beninger (*Admin*), L. Oakenfold (*Admin*).

**Regrets:** Drs. C. Brown, A. Di Ninno, J. Fagnou, D. Goodyear, H. Jamniczky, M. Lee, P. Lewkonina, T. Lohmann, K. McBrien, D. Miller, J. Paw, R. Perrier, L. Resch, J. Schachar, A. Seto, W. Tink, I. Wishart, and T. Hawes, A. Maini, L. Palmer, A. Thomas.

**Guests:** Drs. A. Harvey, M. LaBrie, S. Smith, and D. Erman, C. Wong (*Program Coordinator*).

#### 1. Call to Order

The meeting was called to order at 12:32 PM by S. Weeks (*Chair*).

#### 2. Approval of agenda

Adjustments to the planned order were proposed to accommodate guests to the committee: item 6.5 “STRIVE” moved to immediately following the approval of the agenda. “Community Engagement Service Learning” was added to the agenda under “Course Reports”. “Pathology” and “Career Exploration” were moved to a subsequent meeting to ensure sufficient information available for discussion. S. Weeks proposed 1: that moving forward “Student Reports” under Standing Updates be moved from 3.3 to 3.1 to allow Students to report to the Committee first and 2: that moving forward item 3.2 “Academic Technologies’ Update” be struck from the “Standing Updates” and M. Paget will bring forward items regarding Academic Technologies under New Business. S. Weeks asked for a motion for the Committee to accept the agenda with the reflected updates.

**MOTION: Moved by - M. Paget / Seconded by - K. Smyth**

That the Pre-Clerkship Committee approve the Agenda for the Pre-Clerkship Committee’s Meeting for January 10, 2020.

**CARRIED**

#### 3. New Business – STRIVE: Simulated Training for Resilience in Various Environments

S. Weeks introduced guest S. Smith to the committee. S. Smith gave a presentation on STRIVE: Simulated Training for Resilience in Various Environments, an AEEM pilot project launched by the University of Calgary following pilot interdisciplinary workshops in 2017. S. Smith updated the committee that since 2017 workshops and courses have been held at various Universities across the country. There was a group discussion around ways to incorporate STRIVE techniques longitudinally in curriculum throughout the Pre-Clerkship years. M. Louis discussed ways of encouraging retention of techniques through visual and cognitive reminders like a card attached to ID badges or stethoscopes. S. Smith discussed how apps have been developed on the material and agreed that visual triggering reminders could be helpful. E. Dempsey inquired as to the ask of the Committee, if it is to incorporate the materials more how will preceptors be trained as many of them may have not been to a workshop on the material, but the students they are teaching may

have been. S. Smith mentioned that a one-page facilitator guide had been prepared for preceptors and it would be forwarded to S. Weeks for dissemination.

**Action Item:** S. Smith to forward S. Weeks one-page facilitator guide to be disseminated to the committee.

S. Weeks challenged the course chairs to think of at least one way they could incorporate STRIVE into their curriculum going forward and encouraged them to meet with herself and S. Smith to discuss options. S. Smith challenged the PCC to champion STRIVE so that the University of Calgary can say they were the first University to integrate the techniques across their curriculum.

#### **4. Approval of minutes of meeting held November 15, 2019**

S. Weeks asked the group to review the minutes from the past meeting and state any amendments they felt were required. M. Paget proposed amendments to item 3.2 “Academic Technologies’ Update” regarding new mechanisms for teachers to sign up for small group teaching. P. Stokes proposed amending W. Rosen’s named from “W. Rose” to “W. Rosen” under item 1.

**MOTION: Moved by – K. Busche / Seconded by – W. Rosen**

That the Pre-Clerkship Committee approve the amended minutes of the Pre-Clerkship Committee’s meeting held November 15, 2019 as an accurate record of the business conducted at that meeting.

**CARRIED**

#### **5. Standing Updates**

S. Weeks emphasized that moving forward “Student Reports” would become the first item discussed under the “Standing Updates” item and that “Academic Technologies’ Update” would be struck from the “Standing Updates” item and would occur on an as needed basis under “New Business” instead.

##### **5.1 Student Reports**

S. George gave the “Student Reports” update, she mentioned the class of 2022 had nothing pressing to report, and that they had just started Course 3.

##### **5.2 Clerkship Committee (CC) Update**

K. Busche gave the update on Clerkship Committee. He mentioned the Limpkins are the first class entering the new clerkship starting Monday, which is far earlier than in years before – K. Busche thanked PCC in their work getting the start date shifted a month earlier – he mentioned he had already heard positive feedback from a student thanking UME for listening to students’ advice and making this change. K. Busche mentioned that unintended consequences could arise as a result of changes to the timetable. K. Busche mentioned that Connect Care is being released in geographic waves, different students will be in different places as different waves of Connect Care are released. K. Busche mentioned that S-A Faccini and S. Tai have gone through every single clerk’s schedule and identified when they will first encounter Connect Care’s launch. K. Busche mentioned clerks will probably lose one day off a rotation to receive training on Connect Care.

##### **5.3 Student Evaluation Committee (SEC) Update**

J. Desy gave the update on the Student Evaluation Committee, she began by introducing A. Harvey who is new to PCC and has begun a new role at UME as *Director of Program, Faculty and Student Evaluations*.

**Action Item:** S. Weeks to work on updating committee’s Terms of Reference to be inclusive of A. Harvey’s new role.

J. Desy mentioned that MedSkills/OSCE had moved for the first time this year from a checklist to a global rating scale. SEC voted to cease video recording of OSCE stations and that it is no longer done for any of the courses. ICP evaluation format has been changed and was approved by SEC. J. Desy mentioned SEC had been working on the reappraisal processes which is pending approval at UMEC. Updated documents will then be uploaded to the website.

**Action Item:** J. Desy to update committee on reappraisal process at an upcoming meeting.

S. Weeks asked K. Busche to update the committee on the Clinical Presentations update project. K. Busche identified that new information regarding clinical presentations in the student log book means it may be a bit of a longer process than expected, at least for the clerkship. J. Desy asked the PCC to provide feedback to her on the clinical presentations list that was previously circulated (missing or obsolete items). J. Desy reiterated the objective is to ensure all courses can be mapped against the list.

**Action Item:** Course Chairs to review circulated clinical presentations document and ensure that anything they are teaching is on the list.

S. Weeks thanked S. George, K. Busche, and J. Desy for their updates.

## **6. Course Reports**

S. Weeks invited M. Louis to deliver the Electives course report to the committee.

### **6.1 Electives**

M. Louis delivered her report to the Committee. M. Louis stated that electives are mandatory and one of the purposes is career exploration. M. Louis mentioned that summer electives are now three weeks (instead of 4) to allow the shift in clerkship. M. Louis mentioned that although the onus is on the students to do the legwork in securing where their electives will take place, that resources are provided to them including a list of departments accepting electives students with their current contact information. M. Louis presented data including what electives students were doing and where they were being done – including national and international locations. This year students were staying closer to Calgary than in previous years. M. Louis identified challenges moving forward – including students putting all three weeks into one area with reduced exposure to different clinical opportunities, and departments that have traditionally not accepted pre-clerkship elective students. S. Weeks thanked M. Louis for her presentation and opened the floor to questions and feedback. The group had a robust discussion around requiring students to do at least two disciplines. K. Busche mentioned that perhaps an expectation should be students sample at least two specialties, and if they want to do less or more – they have to discuss with someone, like a career coach. A. Bass mentioned that unless it is mandatory to do two separate speciality electives, with exceptions for those who are going international etc. that he felt at least some students would continue to spend all three weeks within one area of practise. M. Davis mentioned that she had done some work on a list of pre-clerkship contacts in departments that are direct-entry and she would be happy to collaborate on messaging regarding lengths of electives with limited exposure.

**Action Item:** S. Weeks, M. Louis, M. Davis to meet to come-up with contact list resources and messaging on length of electives.

**MOTION: Moved by – R. Kachra / Seconded by – L. McKenzie**

That the Pre-Clerkship Committee accept the Electives Course Report as given by M. Louis to the Pre-Clerkship Committee's meeting held January 10, 2020.

**CARRIED**

S. Weeks thanked M. Louis for her report and invited D. Erman and M. LaBrie to update the committee on their work regarding "Community Engagement Service Learning".

### **6.2 Community Engagement Service Learning**

D. Erman and M. LaBrie gave an update to the committee regarding a pilot project for community engagement. M. LaBrie mentioned the pilot was not an evaluated course but was done to demonstrate UME's capacity to create a community experience. Eleven community partners had been approached for the pilot, and volunteered to participate – it included different social agencies and educational centres that

advocate for medical services for their clients. M. LaBrie discussed how the pilot helps learners better understand the upstream determinants of health, but historically projects of this sort could be a burden on community agencies as they require resources to be committed or curriculum to be developed. M. LaBrie stressed that this pilot was specifically designed to prevent drain on partner agencies' resources, form healthy collaborative relationships, and prevent burn-out of the partner groups. D. Erman presented the data that the pilot was able to capture. D. Erman went over ways the project could be improved based on feedback that had been received from both the learners and the partner agencies. M. LaBrie summarized that the partner agencies were very interested in continuing to develop a partnership with the Cumming School of Medicine, and that this should be considered an opportunity to become increasingly engaged with the community, to have UME learners get the perspective of what these community agencies do, and to equip UME learners with ways to better support the community. S. Weeks opened the floor to feedback and questions. The group had a discussion around areas for longitudinal incorporation into the curriculum, as well as potential incorporation during Career Exploration potentially electives time.

S. Weeks thanked D. Erman and M. LaBrie for their update, for the amazing amount of work they had put into the project in a short period of time, in sensitive areas, and in ways that resulted in positive feedback. S. Weeks invited E. Dempsey and P. Couillard to deliver the Course V report to the committee.

### **6.3 Course V**

E. Dempsey and P. Couillard presented their report to the committee P. Couillard mentioned the Course received similar student rating aggregates this year as compared to past years. P. Couillard identified challenges in attracting preceptors for core and small groups – because the course had been adjusted forward by two weeks and was now in the middle of July. Group discussed trying to recruit earlier for the core teaching and better advertising to the faculty that there will be changes to when their course would be located. P. Couillard mentioned some problems with aspects of the curriculum being far too specialized and discussed how specific content groups had been asked to re-focus. E. Dempsey mentioned that the course does want to work on implementing cards by next year. E. Dempsey mentioned challenges around P. Couillard stepping down from the leadership, losing anatomy as part of the Course, and a need to go back to the basics. S. Weeks thanked the Course Chairs for their report and opened the floor for questions and discussion. P. Stokes identified having committee meetings on the same day as full division retreats as a way to increase turn-out. A. Bass mentioned pairing down the amount of lecturers as a way to increase committee quorum as there would then be fewer lecturers. K. Busche inquired as to the leadership transition for the course. P. Couillard informed that there was no firm plan in place to transition his leadership on the Course, however it would be brought up at his Division's meeting. S. Weeks mentioned that the leadership opening would be posted soon.

**MOTION: Moved by – K. Smyth / Seconded by – P. Lee**

That the Pre-Clerkship Committee accept the Course V Report as given by E. Dempsey and P. Couillard to the Pre-Clerkship Committee's meeting held January 10, 2020.

**CARRIED**

### **7. New Business**

S. Weeks thanked E. Dempsey and P. Couillard for their report. S. Weeks welcomed K. Chadbolt and C. Naugler to give an update to the committee regarding the budget.

#### **7.1 Budget**

K. Chadbolt updated the committee that they had not yet received their budget envelope but were expecting to do so in the next few days. K. Chadbolt stressed that the UME was not currently looking at taking away preceptor's payments for teaching, and encouraged the committee to help communicate that message to others in UME. C. Naugler thanked K. Chadbolt for all her work over the past six months in discussions with the Faculty and University Finance. K. Chadbolt encouraged the group to approach her if they think of ways efficiencies in the UME budget. C. Naugler asked the committee to advocate for the importance of the work being done by UME.

### 7.2 Podcasts

S. Weeks went over an idea for short podcasts introducing various teaching opportunities that are currently available at UME. The group identified Med 330, Med 440 and Electives as potential areas of opportunity.

### 7.3 Recruitment

M. Paget presented on a new technology for recruiting preceptors for small group teaching sessions. M. Paget demonstrated how a roster of potential invitees could be created specific to a session, how the technology tracks who is cancelling and makes it easier to re-book someone new into their spot, and how the technology allows for paid preceptors to be added to the roster later on if the session is unfilled by a certain date. W. Rosen inquired if there was a way to add a waitlist, M. Paget mentioned there currently was not but it was something that could be explored.

### 7.4 Intro to Course Slide

S. Weeks went over a proposed slide that each course could have added to the introduction to their course slide deck. S. Weeks showed how this slide would highlight changes to the course that year that were based on student feedback from previous years. S. George mentioned how she thought this was a really good idea from a student perspective, and that it should be implemented.

**Action Item:** Intro to course slide to be resent to all course leaders.

### 7.5 Course Leadership

S. Weeks mentioned that the Course II Leadership would be posted. S. Weeks mentioned that it does not necessarily have to be someone from orthopaedics or rheumatology – and that she feels it is a good opportunity for someone who has an interest in academic medicine. J. Desy inquired whether this could be circulated to GIM. S. Weeks responded that it had been sent to J. Schaefer to do so. K. Busche mentioned that this had been sent to family medicine, sports medicine and physical medicine. W. Rosen mentioned it would be ideal to get someone who has experience with the course and knows how things had been done in the past.

### 7.6 Voting Clickers

S. Weeks outlined how in the past votes on the committee had been done with verbal votes or a showing of hands – but that going forward, it may be a good idea to institute the use of anonymous voting clickers technology by the voting members of the committee. S. Weeks stressed there have not been a lot of contentious decisions made by the committee historically. W. Rosen pondered transparency, commitment to position if unwilling to vote in front of peers etc. H. Bassyouni spoke strongly that voting should be anonymous as it can be intimidating, especially for students, to vote openly against the contrary voices in the room. Group had a robust discussion around votes being influenced by comments made in the room, by how the person beside them was voting, by potential group-think biases, by students feeling intimidated to vote a certain way if they saw Faculty voting another way etc. S. Weeks outlined how the clickers would only be used for voting on items for changes to the Terms of Reference, curriculum and other substantial changes – but voting on the Agenda, Minutes, and acceptance of Course Reports would not use the clickers. S. Weeks asked the group to vote on the proposed change.

**MOTION: Yes – 17 / No – 2 / Abstain - 5**

That the Pre-Clerkship Committee use voting clickers when voting on items of change, curriculum, and other substantial changes – but not when voting on the Agenda, Minutes, nor acceptance of Course Reports.

**CARRIED**

### 7.7 Certificates

S. Weeks thanked L. Oakenfold for a near decade of service to the Committee as the Administrator, and gave her a certificate of excellence acknowledging the same.

**7.8 Tabled**

S. Weeks tabled agenda items “Need for more than one summative midterm/quiz/assessment for numbered courses” and “Possible IPE within Clinical Correlation” until the next meeting.

**8. Next Meeting**

S. Weeks mentioned that the next meeting of the committee would be on February 7, 2020 and that Course Reports were due for Course I and for Course VI.

**9. Adjournment**

S. Weeks asked the committee to vote on adjourning the meeting.

**MOTION: Yes – 15 / No – 2 / Abstain - 0**

That the Pre-Clerkship Committee be adjourned and reconvene on February 7, 2020.

**CARRIED**

The meeting was adjourned at 3:00 PM by S. Weeks (*Chair*).

**Minutes:** Dave Beninger - January 14, 2020.

**Edits:** Dr. Sarah Weeks - January 16, 2020.