

## ADNSA Meeting Minutes – Monday November 28, 2016. 12-1 pm. CCNM Boardroom

### Attendance:

Cindy Beernink – Yr 1/2 Coordinator  
Aidanne MacDonald-Milewski  
Jasmine Carino – ADCR  
Mitchell Zeifman – ADCE and acting minute taker  
Rachel Helferty- Yr 4 Academic Rep  
Dave Hall – Registrar  
Lauren McKinney – Yr 1 academic rep  
Valerie A Kremer- Yr 1 Academic Rep  
Jamie R. van Erkelens – IMG Rep  
Maxwell Crispo- Yr 3 Academic Rep

Chair: Shehab El'Hashemy – ADAD

Meeting minutes from Nov 21, 2016. Motion to approve minute from Jasmine Carino. Seconded by Dave Hall. Minutes were approved unanimously.

### Updates:

Year 3 Rep: Max Crispo.

- Clinic shift selection for 2017-18. Students want to know if there a compassionate rationale for work related scheduling. ADCE responded that work related schedule conflicts are not officially considered. However, the ADCE mentioned he would work with desperate students as best he could. Year 3 and IMG class reps to discuss with ADCE.

On the subject of shift section, Jaimie van Erkelens - IMG rep – asked if two double shifts be allowed. To be discussed with ADCE.

Year 1 Rep: Valerie Kremer

- Inquired as to whether faculty instructors and coordinators have been requested to keep to scheduled class times. Dr. El'Hashemy responded that he had communicated this to coordinators. Valerie mentioned that there were still some ongoing issues, mainly with course TA's. Dr. El'Hashemy responded that he would like to be updated if there are specific, ongoing issues. He will respond directly to individuals.

- Lauren (year 1 rep) requested background information on the process and procedure of conducting meetings. **Dr. Carino proposed a motion that an outline of expectations for meetings be drafted for new and existing members of the ADNSA.** The motion was seconded by Valerie Kremer.

Discussion: Rachel Helferty (Year 4 Rep) agreed this would be helpful.

Dr. Carino volunteered to begin the document. Dr. El'Hashemy suggested a collective Google doc be initiated.

The motion was passed unanimously.

Clinic: Dr. Zeifman

- Announced that, after discussion with Dean Degroot, the requirements for IMG preceptorship have been shifted so that the IMG cohort is only responsible in achieving 30 hours and 30 contacts with any type of health care provider by the time they start clinic.

- Dr. Beernink asked if there had been any action on the subject of the IMG cohort and their awareness of the NPLEX .

-Jamie responded that there was still a certain amount of apathy about NPLEX or that it was not a priority for them. He reported that some members of the class were frustrated by instructors continuing to mention that they will need to know certain things taught for NPLEX. He also mentioned that they have been advised by upper year or recent grads from the IMG program to wait until clinic is done to write NPLEX.

***Jamie proposed a motion that a document be created outlining timelines and requirements for significant education milestones that the students must monitor themselves, such as clinic entry requirements and licensing exams. The document would be for all cohorts.***

Discussion: Shehab brought up the use of focus groups to determine the needs of students. Jamie recommended conducting focused discussions of IMG curriculum review

Action: A meeting between the Dean and members of the IMG cohort to review curriculum should be arranged.

The original motion was then voted upon and passed unanimously.

Mitchell will initiate the document creation.

Year 4 Rep: Rachel Helferty – Year 4 is organizing a Murder Mystery fundraising event to take place this Thursday.

Year 1/2 coordinator – Dr. Beernink reported that the student surveys have closed. Year 1/ IMG 1 were victorious with a 49% completion rate.

- Jamie mentioned that the IMG pediatrics course instructor asked the class for specific feedback on the course (i.e. what should be changed, what is missing?) but the survey was completed before the course was finished. Jamie felt there was added commentary to be made after the surveys were completed.

- Shahab balked at this approach by the instructor towards garnering feedback. Jamie mentioned he felt more information on naturopathic interventions needed to be in the course.

Registrar: Dave Hall

- Reminder letters have been sent out to students who approaching the one year deadline to complete outstanding course requirements. To accommodate students that need to write exams, dedicated spaced will be available in the test centre after Dec 2. Cindy confirmed that they would be blocking off time in the test centre to address students needing to complete courses before the deadline.

- Jamie suggested that a specific clarification be made that unfinished courses need to be completed within one year *and* all courses must be completed and passed in order to start clinic. Shehab asked if this could be discussed in the CLE310 orientation. Mitchell agreed that he would make it a topic in the

address to third year students. He also pointed out that the Academic Calendar did contain all the information about course completion deadlines and clinic entry.

- Jaimie asked if there would be an OSCE III retake after the March exams. Shehab responded that there would be for those that were unsuccessful. Individuals who miss the exam may not have the opportunity for a retake.

Curriculum, Accessibility Services, Residency: Dr. Carino

- Jasmine mentioned that she and Teresa Neves, as the overseers of Accessibility Services, cannot accept any further applications for OSCE II accommodations for the December delivery of the exams.

- The NPLEX I preparatory course put on by CCM will be running in December and January (2016-17) on Mondays at Common Time and on some Saturdays. Full information will be posted and announced to all students. On December 7 from 12-1:15 pm there will be a session providing an overview of the course and instructions on study habits, organization, etc. Dates for the remainder of the sessions are currently being finalized. There will be approximately eight sessions and the instructor, Dr. Karen Lumsden, will be available for online help. The date set for NPLEX 1 is February 7, 2017.

- Aidanne asked when the August NPLEX exam application would be announced. Jasmine replied she believed it occurred in June.

- A discussion on college study space ensued. Rachel mentioned that students have used clinic rooms for OSCE study in the past. Mitchell confirmed that the clinic can be used for OSCE practice during off-hours. Security would need to be informed. Aidanne asked how access could be granted. Shehab said it could come from himself or Dr. Zeifman.

- Shehab said he is trying to have study facilities open to students. He is having seminar rooms remain unlocked. Rooms are sometimes left messy after their use. There is a simulation room that is also available for student and practice. Jamie inquired as to what the sim room is; he was not aware of it. Shehab explained that the room contained many simulation models for medical learning. One needs a key fob from the OAA to access it. Mitchell asked how students would know about it. Shehab answered that the room is not yet fully functional so he has not advertised it. He has the task of developing the sim room. Currently it is a good study space with resources.

- Shehab then motioned the meeting to adjourn.

### **Motion and Action Summary**

**Motion 1: An outline of expectations for meetings be drafted for new and existing members of the ADNSA.**

**Action: Dr. Carino to begin the document. Dr. El'Hashemy suggested a collective Google doc be initiated.**

**Motion 2: a document be created outlining timelines and requirements for significant education milestones that the students must monitor themselves, such as clinic entry requirements and licensing exams. The document would be for all cohorts.**

**Action: Mitchell to initiate the document creation.**

**Action: A meeting between the Dean and members of the IMG cohort to review curriculum should be arranged.**

**Next meeting: December 12, 2016**