
CCNM

1255 Sheppard Ave E.
Toronto, ON

ADNSA Meeting Minutes

January 30, 2018

Attendance

Jonathan Tokiwa, Dave Hall, Cindy Beernik, Mitchell Zeifman, Jasmine Carino, LaToya Lewis, Tadecher Ellis, Greg Naismith, Ashley Kennedy, Sonya Drouin, Lauren McKinney, Jordana Nazzicone, Valerie Kremer, Aiden

Valerie

- EXAM REVIEW - Students used to get email announcements outlining the dates for sign-up before exam review sign-up began, currently students have not received any notices to their email and no email has been sent directly to student reps which would be helpful for helping students better understand the process and deadlines.
 - One solution talked about previously was having someone come into class to announce the dates and the stepwise procedure
 - Cindy: was supposed to come to the classrooms to announce exam review sign-up dates and the process, but missed doing this last week.
 - Posting for exam review happens the same day that grades are released, and closes 3 business days after exam marks are released.
 - Expedited step 3 is only done if a student needs to write the supplemental, this allows students to skip step 2 so they can meet directly with instructors before they write the supplemental.
 - Step 3, students can sign up for step 3 (meeting directly with faculty) when they show up for step 2, this is not done online.
- Students were not clearly informed about how to sign up for step 3 as some were told to sign up for step 3 online and others were told they had to sign-up in person at step 2
 - Not easy to find how step 3 sign-up happens on moodle
 - Email announcements are valuable as students often do not check moodle regularly and often do not know where to find information
- Greg: nomenclature around steps 1-3 may be problematic, as step 1 often does not happen in class. Perhaps calling it self-review and faculty-review so students know what to expect may help to better measure student expectations.

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- Cindy: As the number of resits increased faculty were not able to speak to the exam the first week after exam week which meant that often step 1 was not consistently completed in class.
 - Sonja: is there a way to have exams expedited if you are worried you may have failed exams? If not can students have the option to write supplementals in the fall as having to fly back for an exam is challenging in the summer months between semesters?
 - Cindy: any exam (resit or supplemental) can be proctored anywhere in the world, with the exception of practicals - can find this on moodle under “student forms and resources”
 - Jasmine: need to address communication of sign-up for exam review, which comes from OAA, and decide if we can reopen current step 3 deadline; we have to provide students the opportunity for a step 2/3 exam review for this past exam period as the dates are not on any universal calendar and students were not made properly aware.
 - Going forward we need to decide what the best way for students to get this information
 - If it is still valuable to have someone from admin come to class and let students know how the process happens and when, then we need to determine when the best time in a semester is to let students know about this information and standardize where it is in moodle.
 - Also important to let students know why it takes 2 weeks for grades to get up on moodle as students often are frustrated as they do not know what the process of grading is like
 - **Jonathan: will look at reopening step 2 and communicating this to students; coordinate who will come to talk to class and go over this with students**
 - **Cindy: will post canned presentation on moodle from previous “just in time” talks outlining the exam review process**
 - NMSA UPDATE: student from CCNM has won a fellowship for the Canadian chapter

Cindy

- IMG MEETING - concerns raised by IMG class reps included the following:
 - IMG reps have been asked to come to ADNSA meetings but historically have not attended
 - Recent survey from class showed most IMG students are not attending IT courses
 - Issues around what they expected that course to be and what it is in actuality - expected a course that integrates all modalities but the course is more focused on helping students evaluate research and evidence when treating outlined conditions

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- Have asked IMG students to provide suggestions that they think may be helpful in making the course more valuable, have not received feedback yet
 - Greg: there has been a communication breakdown with IMG reps after public posts were made to the forum which were challenging to address, will make improving communication with the reps more of a priority going forward

Dave

- NABNE LETTER OF RELEASE - available in student services all year long, any student planning on writing NPLEX need to fill this out. Student reps need to get the word out to students that this letter is imperative to the process, need to revisit the communication strategy.

Greg

- IMG INTEGRATION - NSA has been talking about doing a version of unity summit for entering IMG classes to help connect them to the school better.
- NSA ELECTIONS - opening February 5 for executive council
 - President is a claimed position, only one candidate
 - Every other position has at least 2 candidates
- STUDENT FEEDBACK - a few NSA members met with Dr. Tokiwa and Dr. Wong to discuss making student feedback more constructive, professional, and beneficial to the overall process.

Aiden

- NPLEX PREP COURSE FEEDBACK - misaligned expectations of what would be delivered in the course: students expected they would get all the information they need to study in order to pass but the course was more of an outline and how-to for writing NPLEX.
 - As the course provided an outline of how to study it required students to put in a lot of their own work, while focusing more on strategies for success (best resources, available resources, etc)
 - Course was good to keep students accountable but quizzes were often quite discouraging and the quiz questions were not overly representative of NPLEX questions (seemed the quizzes were more in-depth than the actual NPLEX exam questions turned out to be)
 - Lauren: can you add whether students did the course in school or online to get a sense of how students participated and did overall?

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- Greg: putting together a panel for 2nd years from 3rd years who have written NPLEX, may coordinate this student-to-student session sometime after midterms (students can also sell their textbooks to 2nd years at this time)
 - **Dave: let him know when you do this so he can come in and let students know about any administrative tasks they should be aware of**
 - **Jasmine: will get karen on board to get feedback survey out to third year students**
 - ELECTIVE COURSES - still interested in gaining access to elective material on moodle
 - Need to coordinate 3rd year experience meeting
 - Electives are going pretty well overall, individually they courses are increasing the workload but reps may make a Google calendar to share with the class so students can keep on top of dates for all the various courses
 - Class reps have all put together google calendars for this classes
 - **Class Reps: please share these calendars/documents with Jonathan so he can help to coordinate better access to this**
 - NDNET EMAIL - has not been running well, emails are not always coming in or being sent out, login was not consistently working, and the server has been running slow
 - **Dave: will talk to IS about this if Aiden can outline what the issues specifically are**

Sonja

- MIDTERMS - would like an update on midterm exam schedule from Cindy + Jonathan
 - **Jonathan and Cindy: will stay late today to review this after ADNSA meeting**

LaToya

- GENERAL UPDATES - both reps have been informed about their roles and are trying to get this information to their class
 - Sent out their first weekly email to students so they know what dates and work is coming up
 - Classes are going well so far, students are already forming study groups and showing up to class

Jasmine

- RENEWAL OF ACCREDITATION - CCNM is looking for renewal of accreditation with post-secondary quality assurance board
 - Now at 5 year cycle and need to submit new information to this board

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- Administrative department is going to be focused on this for the next few months, headed by Jasmine
 - This is a very standard process that occurs every 5 years, not being done in response to any specific problems