

# ADNSA Meeting Minutes

June 18, 2018

## Attendance

Jonathan Tokiwa, Jasmine Carino, Dave Hall, Cindy Beernink, Meghan Henesey, Sandip Oppal, Carly McLarty, LaToya Lewis

**Meeting called to order, no quorum to approve previous meeting's minutes.**

## Agenda

1. Online Registration
2. IMG First Year Representative
3. Midterm GPA Update

## Online Registration

- Dave Hall: preparing for upcoming online registration period for the 2018-2019 academic year. Once registration opens students can go online, view registration information on moodle, and register for classes as needed. It is important to note that some courses require students be registered within a specific academic year to be able to register (ex. may not be able to register for a 3rd year course if they are still in sonisweb as a 2nd year student). This sometimes causes complications for students but they can check their sonisweb for this information and Dave is available to help problem solve if students have issues.
  - Dates are still pending for upcoming IMG registration, trying to determine the best date / time so as not to interfere too directly with their current class schedule.
- Jasmine: IMG students going into 3rd year may have timetable conflicts with the electives schedule and upcoming clinic shifts.
  - There is a powerpoint presentation / video that students can refer to outlining how many electives can you take, what this may mean for your year ahead, etc.
- **Registration information and updated timetables will be posted on moodle in approximately one week** (note: the existing timetable from last year is a good reference

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as course blocks will not change dramatically - physical medicine will be moved to second year and naturopathic manipulations will move into this slot in third year)

- A note on communication:
  - Jasmine: previous communication efforts were done via email, in class, and with information posted to moodle - may want to consider creating videos available to youtube so students can click and view information?
    - Meghan: youtube videos may not be an ideal form of communication with regards of content quality, powerpoint presentations continue to be viable options

## IMG First Year Student Representative

- May be good to have two students acting as the new IMG class representatives, as this role may be too overwhelming for one student to take on alone.
- The previously elected IMG student representative has decided to not continue in this role. Dr. Henry has spoken to the class but so far there is no sign of a new student interested in taking on the role.
  - **Carly will drop in on one of the IMG classes to speak with them today.**
- Jonathan: it might be good to have a mentorship system in place to help support new representatives, through more formal pathways.
  - Carly: would like to update the student representative handbook as the current version is from 2014-2015, so this might be a good time to establish more organized mentorship support.
  - Jasmine: it could also be valuable to have more established leaders in the school, outside of the NSA, be open to helping support new student leaders - how can we help increase accessibility to established leaders?
  - Cindy: it is important to clearly set expectations for what a class representative is / is not, so that students do not feel as much pressure to try and fill every role related to student need as this is not a realistic expectation for any class representative.

## Midterm GPA Calculations

- Jonathan: the monitoring committee has been beta-testing a new system over the winter term where they look at unofficial midterm GPAs to highlight situations/students that may have been falling through the cracks in the old system (which reviewed GPAs at the end of the semester once official GPAs were released). The goal of this is to try and catch these situations earlier to help students sooner, before the challenges have more complicated outcomes.

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- The monitoring committee looks at student performances after midterm marks come in and flags any students who are showing preliminary signs of challenge. So far this seems to have worked in helping to identify students who would previously fall through the cracks.
  - The midterm calculation is not an official GPA but more a marker that is looking to highlight GPAs of 2.0 or lower. The focus of these advisor meetings is to help improve support to students who are showing signs of struggle before their situations become more serious.
    - Jasmine: one consideration is students with accommodations being called in repeatedly to defend their situations, if they have outstanding exams that may or may not have been rescheduled at the time when this GPA analysis is run. Does not want to see students who require different parameters being caught in this system unnecessarily.
  - The challenge so far has been the response rate from students who are contacted for an initial meeting with an advisor. Most recently, there was only a 14% response rate from students who were contacted.
    - Cindy: big challenge is that students may not be ready to tackle the problem or they may see academic advising as a complication instead of a support.
  - Therefore, the committee is proposing the following policy change:

If an advisor contacts a student, that student is required to get back to the advisor for follow-up. If students do not respond they may be highlighted under academic probation (incentive to encourage follow-up with advisor).

- This would mean students who are on track to being put on academic probation for their GPA, may be moved to academic probation slightly earlier in the semester if they do not respond to the advisor requests.
- Academic probation affects government funding but putting students on this earlier in the semester will not change their funding any differently than if they were moved to academic probation at the end of the term.
- This change is being considered based on historical student outcomes and committee review. It is currently pending approval. If passed, this policy change may come out later this year at which time this will be communicated to students.
- A note on communication:
  - LaToya: there should be a streamlined communication strategy put in place as too many methods of communication can be distracting and ultimately ineffective
  - Carly: student representatives can continue to help prompt students to go to the information when it becomes available

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- Jasmine: it could be beneficial to have one day a week when announcements are all sent or posted so that students know when and where to find information
  - LaToya: what are the support options that are offered to students in these advisor meetings?
    - Support options include tutoring services through CCNM, discussing schedule adjustments with Dave if students see this as a needed change, ensuring students are aware of policies in place and strategies for time management, connecting students to medical support or counselling services if needed, and/or connecting students to accommodation service access.
    - Carly: one-on-one tutoring can be somewhat hit or miss, however, last year the group supplemental sessions were really well received. Also, it may be worth considering hiring less tutors so we can guarantee each tutor more hours, so they have consistent income and can be more engaged overall.