

Undergraduate Medical Education Committee Annual Report: 2022 - 2023

Date: November 07, 2023

Submitted by: Dr. Cheryl Homes, Associate Dean Undergraduate Medical Education

Current terms of reference: [Undergraduate Medical Education Committee —Terms of Reference - MedNet \(ubc.ca\)](#)

The purpose of this committee is to:

- Oversee the UGME curriculum and program as a whole, maintaining authority and responsibility for the overall design, management, integration, evaluation, and enhancement of a coherent and coordinated medical curriculum and program across all sites.
- Approve UGME program initiatives, and recommend to the Faculty Executive Committee initiatives also requiring Full Faculty and Senate approval.
- Ensure that the current UGME program and any future changes meet or exceed accreditation standards and can be feasibly implemented at all sites in a way that maintains comparability.
- Ensure educational objectives and exit competencies are being achieved and promote a positive learning environment.

Highlights from the Past Year

During the 2022 – 2023 academic year, the UGME Committee approved 22 policies, and 9 Terms of References, and oversaw the creation of the MDUP Wellness Working Group and approval of the MDUP Expansion Working Group principles that can be found in Appendix A.

The MDUP Expansion Working Group was created to oversee the provincial expansion of the MD Undergraduate Program and act in an advisory capacity to the office of Vice Dean, Education, and reporting to UGMEC. The MDUP Expansion Working Group's goal is to look at the programmatic and resource requirements for MDUP Expansion from a provincial perspective.

The UGME Committee reviewed several key reports such as the MEDD 431 Course Evaluation Report, MDUP Graduation Questionnaire Report from the Evaluations Studies Unit, and MDUP Year 1&2 Expansion plan. The CQI statistics on the program evaluation recommendations by the Evaluations Studies Unit can be found in Appendix B.

The revamped 2023-2024 MEDD411/412/421/422 Course Syllabi that lists the specific Course Outcomes and how each Course Outcome is mapped to the UBC MDUP [Enabling Competencies](#) was approved by UGMEC.

The rewritten Clinical Skills Guide and Clinical Skills Course Syllabi mapped to the UBC MDUP [Enabling Competencies](#) was approved by UGMEC.

The UGME Committee agenda includes dedicated time for student members to bring forward their questions, comments, and concerns for consideration by the overall UGME Committee membership.

UGME Committee Outcomes Log 2021 – 2022 is available on request.

Status of Last Year's Goals

1. Identify opportunities to support the **FoM Strategic Education Pillar Plan: 2021-2026**.
 - a. Dr. Roger Wong, Vice Dean, Education, and Jennifer Golinski, Senior Director, Education Programs and Services presented the Education Pillar Presentation and shared some of the exciting developments of the [Faculty of Medicine Strategic Plan-Education Pillar](#) to the UGMEC.
 - b. The theme of the October 2022 Western Deans Conference hosted by Dr. Sarah McCorquodale, Regional Associate Dean, Interior, and Dr. Cheryl Holmes, Associate Dean, UGME aligned with the Education Strategy 1 (E1) Working Group. A brief summary presentation came to UGMEC and Dr. Sarah McCorquodale and Dr. Cheryl Holmes presented this work on a formal presentation to LEAC.
 - c. The UGME Annual Retreat was held in June 2023 and the theme centred around ableism and learner accommodation that aligned with Education Strategy 1 (E1) of the [Faculty of Medicine Strategic Plan-Education Pillar](#).
2. Review the action plan for the **MDUP Curriculum Review Project Recommendations** and collaborate with other MDUP teams as needed to implement the action plan.
 - a. The proposed curricular changes that came from the Curriculum Review Report were discussed and UGMEC was provided with regular updates on these curricular changes. Among the proposed changes, the integration of the Planetary Health curriculum across all four years was approved at UGMEC. UGMEC will be provided regular updates as these changes are implemented.
3. Review the action plan for the **Teacher Selection Working Group Recommendations** and collaborate with other MDUP teams as needed to implement the action plan.
 - a. Work is ongoing on the Teacher Selection Working Group Recommendations and more input is needed from Human Resources before implementation.
4. Identify opportunities to support the **faculty, staff, and learner wellness** within the MD Undergraduate Program.
 - a. The MDUP Wellbeing Working Group Project Charter came to UGMEC where it was discussed and approved. The MDUP Wellbeing Working Group identified the 5 areas they would review – (1) Policy, (2) Curriculum, (3) Wellbeing Programming, (4) Counselling, and (5) Assessment and Award System. The Wellbeing Working Group recommendations were approved in the UGMEC and the Working Group will bring regular updates to UGMEC until all recommendations are fully addressed.
 - b. The “[Recognize and Respond to a Student in Crisis](#)” report created by MDUP Student Affairs and Office of Faculty Development and Educational Support was discussed at UGMEC.

Goals for the Coming Year

1. Implement support for [Pathway Students](#) within the program
2. Implement Well-being Working Group [recommendations](#).
3. Review and revise the Essential Skills and Abilities (“[Technical Standards](#)”) For Admission, Promotion, and Graduation in the MD Program (2013)



4. Develop and implement guidelines for the use of artificial intelligence in curriculum and assessment

Meetings Held

- Monday, July 18, 2022
- Monday, August 15, 2022
- Monday, September 19, 2022
- Monday, October 17, 2022
- Monday, November 21, 2022
- Monday, December 12, 2022
- Monday, January 16, 2023
- Monday, February 13, 2023
- Monday, March 20, 2023
- Monday, April 17, 2023
- Monday, May 15, 2023
- Monday, June 19, 2023

Membership

Voting Members	
Ex-Officio	
1.	Dr. Cheryl Holmes, <i>Associate Dean, UGME (Chair)</i>
2.	Dr. Roger Wong, <i>Vice Dean, Education</i>
3.	Dr. Cary Cuncic, <i>Regional Associate Dean, VFMP</i>
4.	Dr. Bruce Wright, <i>Regional Associate Dean, IMP</i>
5.	Dr. Paul Winwood, <i>Regional Associate Dean, NMP</i>
6.	Dr. Sarah Brears, <i>Regional Associate Dean, SMP</i>
7.	Dr. Dean Jones, <i>Associate Dean, Fraser</i>
8.	Dr. Sonia Butterworth, <i>Assistant Dean, PGME</i>
9.	Dr. Laura Farrell, <i>Associate Dean, Student Affairs</i>
10.	Dr. Shahin Shirzad, <i>Assistant Dean, Admissions</i>
11.	Dr. Vincent Arockiasamy, <i>Director, Student Assessment</i>
12.	Dr. Adrian Yee, <i>Director, Curriculum</i>
13.	Dr. Joana Gil-Mohapel, <i>Associate Director, Curriculum, Years 1&2</i>
14.	Dr. Sharmistha Das, <i>Associate Director, Curriculum, Years 3&4</i>
15.	Jennifer Golinski, <i>Senior Director, Education Programs & Services</i>
16.	Dr. Mike Nimmo, <i>Chair, Student Promotion and Review Board</i>
Elected: Department Heads	
17.	Dr. Andrew MacNeily, <i>Vice-Chair, Department of Urological Sciences</i>
18.	Dr. Christie Newton, <i>Associate Head, Education and Engagement, Department of Family Practice</i>
19.	Dr. Edwin Moore, <i>Head, Department of Cellular and Physiological Sciences</i>
20.	Dr. Andrea Townson, <i>Associate Head, Education, Department of Medicine</i>
Elected: Faculty Representatives	
21.	Dr. Alice Mui, <i>Faculty Representative, Basic Science</i>
22.	Dr. Peter Choi, <i>Faculty Representative, Clinical</i>
Elected: Clinical Faculty Site Representatives	
23.	Dr. Jane Gardiner, <i>VFMP Clinical Faculty Representative</i>
24.	Dr. Ian Thompson, <i>IMP Clinical Faculty Representative</i>
Appointed: Clinical Faculty Site Representatives	
25.	Dr. Todd Alec, <i>NMP Clinical Faculty Representative</i>
26.	Dr. Pamela Sproule, <i>SMP Clinical Faculty Representative</i>
Appointed: MD Undergraduate Students	
27.	Robin Stone, <i>Year 4, IMP, 2023</i>
28.	Haydn Molcak, <i>Year 3, NMP, 2024</i>
29.	Ishmam Bhuiyan, <i>Year 2, VFMP, 2025</i>
30.	Ali Mohamed, <i>Year 1, VFMP, 2026</i>
Non-Voting Members	
1.	Dr. Heather Buckley, <i>Associate Dean, Faculty Development</i>
2.	Derek Wilson, <i>Director, Evaluation Studies Unit</i>
3.	Jacqueline Cheavins, <i>Administrative Manager, Fraser</i>
4.	Alvin Qiu, <i>MUS President, VFMP, 2024</i>
5.	Dr. Parvathy Nair, <i>Faculty Lead, Accreditation, UGME</i>
6.	Trina Fyfe, <i>Chair, Library Subcommittee</i>
7.	Gary Rosborough, <i>Senior Manager, Education Technology</i>
8.	Twylla Hamelin, <i>Administrative Director, NMP</i>



Corresponding Members and Guests	
1.	Dr. Rita Shah, <i>Assistant Dean, VFMP</i>
2.	Dr. Shavaun MacDonald, <i>Assistant Dean, IMP</i>
3.	Dr. Sean Maurice, <i>Assistant Dean, NMP</i>
4.	Dr. Diana Fort, <i>Assistant Dean, SMP until Feb then Dr. Carmen Larsen Interim</i>
5.	Dr. Eric Webber, <i>Chair, Policy Advisory Subcommittee</i>
6.	Shilpa Samji, <i>Administrative Director, Office of the Vice Dean, Education</i>
7.	Niyati Kasana, <i>Manager, Provincial Learner Assessment Team</i>
8.	Dr. Lisa Weger, <i>Faculty Lead, Curriculum Management Unit</i>
9.	Lua Lynch, <i>Senior Project Manager, Education Planning Coordination Unit</i>
10.	Dr. Amy Tan, <i>Director, Teacher Assessment</i>

Approval

This Annual Report was endorsed by the Undergraduate Medical Education Committee (UGMEC) on August 21, 2023 and has been approved by the Faculty Executive Committee (FEX) on November 14, 2023.



Appendix A

Expansion Working Group 2023

Principles for the Planning and Implementation of Expansion of the MDUP

1. Alignment with UGME Mission, Goals and Exit Competencies and Faculty of Medicine Strategic Plan
2. Alignment with UGME Committee, Faculty of Medicine and University governance structures;
3. Appropriate consultation with Health Authorities to ensure alignment with their strategic plans and consideration of the obligations in the Affiliation Agreements regarding interdisciplinary use of academic space;
4. Compliance with CACMS Accreditation standards, and as appropriate, Royal College and CFPC General Standards of Accreditation and Resident Doctors of BC Collective Agreement; and FoM health professional program regulatory bodies.
5. Support a culture of well-being of Faculty, Staff and Students at all sites and healthcare facilities;
6. Streamline processes and explore opportunities for innovation and resource allocation with fiscal responsibility within Faculty of Medicine governance.
7. Consider our social accountability mandate, human resources, and the environmental impact of the changes proposed;
8. Ensure comparable and regionally flexible educational experiences across sites;
9. Support development of educational experiences that allow students to form longitudinal relationships with peers, faculty, staff, and patients and promote patient continuity;
10. Community, Preceptor, Department, and student engagement;
11. Engage with Postgraduate Medical Education and FoM Health Professional programs in expansion planning which may include preceptor capacity and consultation with health authorities regarding academic space as described in principle 3.
12. Clear and agile communication with UGME community.

Appendix B:

Annual CQI Statistics on Program Evaluation Recommendations

Evaluation Report	Fully Addressed	Partially Addressed	Not Yet Addressed	Total
Foundations of Scholarship (FoS) Evaluation Technical Report 2021-22	1	0	0	1
FLEX Course Evaluation Report 2021-22	2	0	0	2
MEDD 431 Course Evaluation Report 2021-22	6	13	0	19
AFMC Graduation Questionnaire Report 2022	4	6	0	10
MDUP Applicant Profile Report: 2022 Entry Year	2	0	0	2
Learning Environment Evaluation Report (2021-22)	4	0	0	4
MEDD 422 & TICE Course Evaluation 2021-22	3	0	0	3
Programmatic Assessment System Evaluation Report 2021-2022	6	4	1	11
Readiness for Residency Evaluation Report 2021-22	2	1	0	3
MEDD 421 Course Evaluation Report 2020-21	1	0	0	1
MDUP Principles for Curriculum Renewal Principles 2020-21	1	0	0	1
Totals	32	24	1	57