Schulich
MEDICINE & DENTISTRY

Western

Minutes
Program Administrators
Executive Committee
Thursday, November 6, 2014
St Joseph's Health Care Centre
0830-0930

Present: Kim Nitz, Christine Ward, Lori Dengler, Mindy Minka, Lisa Baker-Spiller, Fred Ross, Marnie Bensette, Rodger Moran, Scott Rumas, Corey Hilliard (telecom)

Regrets: Deb Lewis, Charlotte Sikatori, Sue Smyth

1.0 **Minutes of October 9, 2014 :**

- Minutes approved by consensus

2.0 **Old Business:**

PGME Meeting November 5, 2014: Kim Nitz

- Discussion regarding daily feedback forms
- Question was raised as to why the PA's aren't able to attend the PGME & Surgical Education meeting
- PGME minutes are available to all PA's on the PGME website https://www.schulich.uwo.ca/medicine/postgraduate/menus/mainlinks3

Vacation System: Lisa Baker-Spiller

- Reporting information from divisions has been received
- Lisa needs some clarification from pediatrics
- Once collated Lisa will present to PA Executive for discussion & approval
- Plan to post on PGME website via the PA Executive Portal

PA Retreat: Kim Nitz

- Suggestions for a retreat were discussed
  - ½ day mid-week or Friday PM
  - Need by-in from PD's to attend
  - Provide lunch for attendees
  - PA's need to be aware of the new CanMEDS rolling out in 2017
  - Crucial conversations – Maureen McPherson
  - Presentation by Chris Watling

- Suggested date beginning of April
- Fred Ross will look into hosting the event in the Family Medicine building
- Frist program retreat/workshop will be sponsored by the PA Executive
- Consider providing a gift bag to attendees
- Consider having a door prize

Treasurer Report: Rodger Moran

- Bank account has been opened "Program Administrator Executive Committee"
- Signing privileges Kim Nitz & Rodger Moran
- Support from programs can either be a journal entry or cheque made payable to PAEC and sent to Rodger Moran

3.0 **New Business:**

ICRE Experience:

- Feedback was provided from members of the PA Executive
  - Some found that there seemed to be a lot of "resident bashing"
  - PA sessions were not very useful as there seemed to be a lot of negativity projected
  - PA's are encouraged to attend the New PD Program/Workshop as they are very valuable
  - PA's are reminded to complete the RC evaluations & express your concerns regarding the sessions. Feedback is important.
  - PA's please submit you're your ICRE expense form to Scott Rumas for reimbursement of $350
  - Rodger Moran has been asked to join the ICRE PA Steering Committee

Meeting adjourned at 9:40 am
Next meeting: **Thursday, December 11, 2014**
Victoria Hospital, McLachlin Room E2-128

Respectfully submitted: Christine Ward