

Postgraduate Web Evaluation and Registration (POWER) Steering Committee

Terms of Reference

Updated November 2012

Membership:

Chair and Deputy Chair chosen from membership
Program Directors/PG Directors or their delegates (including Medicine, Pediatrics, Surgery, Family Medicine and 1 smaller program)
Vice Dean, PGME
Associate Dean, Admissions and Evaluation, PGME
PAIRO (1)
HUEC (Hospital Representative) (1)
Director, Discovery Commons
Departmental/Faculty experts in evaluation (1-2)
Director Operations, PGME
Director, Education and Research, PGME
Director, Policy and Analysis, PGME

Observer:

MedSIS Project Manager

PGME Staff Support:

Project Manager, Learner Systems Integration, User Support Analyst

Goals and Objectives:

- To advise on priorities for development of the system
- To identify common needs among users of the system and compile a list of changes/new system developments and prioritize for implementation re costs, urgency, and majority use.
- To enhance and improve the use of reports and reporting tools in the evaluation and registration sections of the system.
- To advise on issues relating to evaluation as they arise
- To oversee and advise on inter-connections between POWER and other systems including: MedSIS, U of T Portal etc.

Reporting:

- The Steering Committee will report to the Vice Dean - Postgraduate Medical Education through the chair on recommendations related to POWER.

Meetings:

- The Committee will meet a minimum of 4 times per year usually at the PGME office. Guests may be invited to meetings at any time, and specific working groups may be established to work on special projects to inform the Steering Committee.

Technical Working Group:

- The Steering Committee will convene a Technical Working Group to provide advice on methodology, operations and system issues and enhancements.