

**TERMS OF REFERENCE
LEARNING ENVIRONMENT COMMITTEE
For Discussion and Approval at the March 10, 2023**

The Learning Environment Committee (LEC) is a working group that reports to the Medical Education Advisory Committee, Department of Paediatrics, University of Toronto.

Role: The learning and teaching environment is broadly conceptualized as the physical, socio-cultural and psychological context in which learning, and professional socialization takes place. The Department of Paediatrics (DoP), Temerty Faculty of Medicine is committed to providing an equitable, inclusive and supportive learning environment for learners and educators with diverse social and professional backgrounds.

The LEC will identify and implement evidence based strategic initiatives in support of an optimal learning environment at SickKids Hospital and across all paediatric training sites in the DoP.

Meeting Frequency: Every 2 months

Responsibilities:

- Draw on educational science to develop core principles for guiding the LEC's work.
- Outline short-term and long-term priorities for supporting the learning environment in consultation with Associate Chair Education and Directors of Undergraduate, Postgraduate and Continuing Education
- Update strategic priorities annually

Strategic Priorities for Year 1

- Develop evidence-based, data driven, learner, faculty and staff supports for monitoring the learning environment
- Develop guidelines and administrative pathways for identifying, reporting, and addressing learning environment concerns
- Develop the administrative and technical infrastructure required to database and analyze data sources related to learning environment function
- Develop a roadmap for sharing insights on learning environment function with key stakeholders as part of ongoing educational quality improvement
- Collaborate with other working groups and committees with responsibilities related to the learning environment at the Department of Paediatrics, the Temerty Faculty of Medicine and the Toronto Academic Health Science Network
- Cultivate a scholarly community for studying topics related to learning environment function such as:
 - supporting expertise development in the workplace
 - aligning learner socialization experiences with learning objectives

- identifying positive and negative tacit learning/hidden curriculum effects
- studying how organizational cultures influence professional identity and the application of expertise,
- identifying how discrimination and mistreatment impact learner achievement and wellness

Committee Composition

The Director of Medical Education Scholarship shall serve as Chair of the committee for as long as he/she holds this position

The Director of Medical Education Scholarship shall appoint/solicit members to the LEC in consultation with the Associate Chair, Education. Membership will include, but is not limited to:

1. Chair – as above
2. Associate Chair – Education
3. Curriculum Scientist
4. Representative of the Early Career Advisory Group
5. Program Manager Paediatric Executive – DoP
6. Clinical/Educational Faculty – QI expertise
7. Clinical/Educational Faculty
8. Clinical/Educational Faculty
9. Director – PGME
10. Director – UGME
11. Program Administration Representative
12. Resident Representation – core paediatric program
13. Resident Representation – subspecialty training programs
14. Student Representation – Temerty FoM
15. EDI representative

The composition of the LEC will be reviewed and potentially reconfigured annually to ensure that the working group is comprised with members with the requisite expertise to implement strategic priorities

Confidentiality of Information Sharing, and Process for Managing Learning Environment Concerns

- All Information will remain confidential within the context of committee discussions
- All information will be anonymized to protect the learners and faculty
- All committee members will sign a Confidentiality Statement
- Depending on the nature of concerns raised, the Chair in association with the Associate Chair – Education, on behalf of the DoP may do a joint review/Discussion with:
 - Affiliated hospital/site
 - Temerty Faculty of Medicine leadership
 - Office of the Learner Experience
 - Office of Learner Affairs
 - Leadership of other Health Professions (eg. Nursing, Respiratory Therapy)
 - Senior advisor, Clinical Affairs & Professional Values