



Faculty of Medicine

Faculty Council Minutes

Tuesday, May 20, 2025

4:30 pm

Attendees: Sohaib Al-Asaad, Zainia Albalawi, Stacey Alexander, Kris Aubrey-Bassler, Patricia Cousins, Peter Daley, Paul Dancey, Norah Duggan, Amanda Fowler, Craig Fraser, Scott Harris, Taryn Hearn, Tina Hickey, Zhanne Hopkinson, Andrew Hunt, Peter MacPherson, Dolores McKeen, Craig Malone, Virginia Middleton, Michael Parsons, Jordan Pike, Tracey Pittman, Danielle O’Keefe, Tracy Osmond, Amy Pieroway, Kristen Romme, Paul Tucker, Amanda Tzenov, Kathy Whelan, Michael Woods, Paul Young

Regrets: Susan MacDonald, Pam Snow, Tev Stachniak

Topic	Details	Action Item and Person Responsible
Welcome and Introduction	- Dr. McKeen welcomed everyone to the meeting both in person and virtually.	
<ul style="list-style-type: none">• Review of Agenda• Conflict of Interest	- Dr. McKeen asked if there were any additions or deletions to the agenda. - Dr. Edward Kendall requested the addition to the agenda for a Notice of Motion for a new BMS undergraduate course. - COI - none noted; agenda approved.	
Review and approval of prior minutes of May 20, 2025	- Dr. Danielle O’Keefe moved approval of the minutes; seconded by Ms. Norah Duggan. Minutes approved.	
Student Promotions Committee Report – Convocation	- Dr. Norah Duggan reported, on behalf of the Student Promotions Committee, the list of learners who have been recommended for the degree of Doctor of Medicine (graduating class of 2025) was provide to the Faculty Council for information.	

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<p>Dean's Updates</p>	<p>Dr. McKeen reported:</p> <p><u>University</u></p> <ul style="list-style-type: none"> - Dr. Janet Morrisson has been appointed as the next President for Memorial University effective August 11, 2025. - The Dean of Medicine search is ongoing. There are four (4) short listed candidates. Interviews are currently underway. <p><u>NLHS</u></p> <ul style="list-style-type: none"> - There will be a NLHS board meeting in Port aux Basques June 25-26, 2025. Will be scheduling a visit to the distributed sites while in the area. - New Health Sciences campus on Kenmount Road. Timeline for completion will be 6-8 years. In the short term, there is work on the reorganization of clinical services at St. Clare's. It was noted there are accreditation issues around internal medicine in St. Clare's. As well, I have heard concerns around engagement and consultation with faculty and learners around the reorganization of clinical services and educational impacts. Have brought forward these concerns to the Health Leaders Table. - Discussion with Dr. Pat Parfrey around education in the learning environment and that it should be a priority pillar for NLHS. In conversation with Dr. Parfrey, he will appoint a VP Education to have formal direct oversight of education in the learning environment. - Space – discussions around what is available and the cost for renovations. There have been some discussions with Nursing. <p><u>Faculty of Medicine</u></p> <ul style="list-style-type: none"> - Currently reviewing three (3) vendors for faculty activity software to manage the life cycle of faculty around recruitment and retention, annual reviews, teaching load, CV generation. The investment will be \$200,000. - Congratulations to – <ul style="list-style-type: none"> - Dr. Patti Power as the new Associate Dean, LWS. Dr. Teri Stuckless has stepping down from the role. - Let's Talk Science event was held on April 19, 2025. Ms. Danielle Nichols is the new Outreach and Engagement Coordinator for the Faculty of 	
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Medicine. Have been discussing ideas for outreach and engagement. Her office is located in OPED.

Medical Education

- Completing the second phase of the 10-seat undergraduate expansion. The class of 2029 will have 110 learners. There will be 90 seats offered in the St. John's campus and 20 at the PEI campus.
- With the UGME expansion, are creating two new leadership positions – Assistant Dean for Clerkship and Assistant Dean for pre-Clerkship, support for DME and remediation leads.
- Advertising faculty leads in Clarenville for LIC's and will be looking for additional LIC sites pending funding.
- PGME – upcoming meeting for the final Royal College and CPC report in Ottawa on May 29, 2025.
- The response for the external AUP for Population Health and Applied Health Sciences has been submitted. Thank you to Dr. Ann Dorward and Dr. Laurie Twells for all their help.
- Received a Proposal for an Office of Faculty Well-Being and Success. In process of looking at the structure and budget and will consultation. Will then put forth a briefing note to PEC for academic positions and unit.
- Work on the Well-Being Survey recommendations is underway, and there will be a presentation for the drafted Recognition Strategy happening on June 9, 2025.
- Professional development opportunities – offering the Clifton strengths-based coaching to learners and there is now a new executive coaching opportunity being offered to decanal faculty and chairs first.

Government Update

- Budget announced on April 9, 2025. Students at Memorial will no longer pay the campus renewal fee. Medicine's budget has been approved by the Board of Regents. Highlighted items received by Medicine including the LIC, tiered-preceptor payment model, cost of learner teaching in clinics, and learner travel.
- The Government of NL has provided funding of \$900K/year for a new provincial health research fund.

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<p>PEI Regional Campus Update</p>	<p>Dr. Hearn reported:</p> <ul style="list-style-type: none"> - There was a working group meeting today. They are working on establishing the PEI leadership and working on the job descriptions, which will be posted soon. - Contracts – finalizing the agreements for services, information sharing, and facilities. - Had a good meeting with CPSNL and CPSPEI around streamlining how learners sign up for both colleges. - Contingency planning – learners will be in the building for first 6 weeks but occupying only a portion. - Dr. Alison Haynes continues to do great work and is working on the unplanned campus closure policy draft. - A group from the PEI CLSC came to Memorial for a visit to get further onboarding with respect to standardized patients. - A group will visit to see how the 1st year OSCE’s are organized. - Peter added that work continues with DME regarding policies and procedures. - Dolores noted there is progress toward a joint degree. Dr. Preston Smith drafting a document on what it could look like. Currently, scheduling a visit from PEI senior leadership including president and provost to present to MUN leadership. 	
<p>Academic Search Updates</p>	<p>Ms. Pittman reported:</p> <ul style="list-style-type: none"> - Leadership updates <ul style="list-style-type: none"> - Dr. Dave Pace has been appointed as the Chair, Discipline of Surgery. - Interview day for the candidate for Chair, Discipline of Lab Medicine is June 6, 2025. - Accepting application for Assistant, Dean Clinical Research. Deadline for applications is June 6, 2025. - Application deadline has been extended for the search for the Chair, Discipline of Medicine to May 26, 2025. - Application deadline for the search for the Chair of Pediatrics is June 6, 2025. 	

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	<ul style="list-style-type: none"> - The committee has been formed for the Associate Dean, Graduate Studies. The job ad will be circulated soon. - Please Faculty Postings to view the available leadership positions for both UGME and PGME. 	
Any Other Business	<ul style="list-style-type: none"> - Dr. Dorward noted the MSc in Medicine will convoked in the am session and PhD will convoked in the pm session on May 29, 2025 and will be bringing forward the list of graduates at the June meeting. - Dr. Edward Kendall brought forward a Notice of Motion for approval of a new undergraduate course at the 4000 level in BMS. - The course will be open to students in Science, Engineering and Pharmacy. The title of the course is called Foundations of Medical Imaging, and it will provide an introduction to the physical principles. Dr. Kendall noted the timeline for approval is short in order to get approvals by the divisional and Faculty Council and submitted to Senate for approval before the summer break. Aiming to offer this course in the Winter of 2026. - Ms. Tracy Osmond noted there is a procedure for proposing calendar changes within the Faculty of Medicine, which outlines the process for presenting proposed calendar changes to Faculty Council for approval, and ensuring deadlines are met for submission to SCUgS for review and Senate’s approval. - Dr. Kendall noted the proposal had already been circulated for university consultation. - It was noted that Dr. Kendall and Ms. Osmond have a meeting scheduled for this week to further discuss the calendar changes and approval process. 	
Adjournment	<ul style="list-style-type: none"> - The next meeting is scheduled for June 17, 2025, 4:30 pm. 	