



Faculty of Medicine

Faculty Council Minutes

Tuesday, January 19, 2021

4:30pm (via WebEx)

Attendees: Tanis Adey, Sohaib Al-Asaaed, Janna Andronowski, Tracey Bridger, Daphne Crane, Peter Daley, Russell Dawe, Dennis Dillon, Ann Dorward, Sheila Drover, Regina Edwards (Recording Secretary), Jessica Esseltine, Laura Gillespie, Michael Grant, Fei-Yu Han, Renee Lester, Victor Maddalena, Virginia Middleton, Pam Morgan, Danielle O’Keefe, Michael Parsons, Tracey Pittman, Michelle Ploughman, Greg Radu, Stephanie Reid, Rod Russell, Desai Shan, Kim St. John, Andrea Simmonds, Margaret Steele, Michelle Swab, Reza Tabrizchi, Paul Tucker, Cathy Vardy (chair), Jacqueline Vanderluit, Anna Walsh, Peter Wang, Margo Wilson.

Regrets: Marion Barnes, Michael Bautista, Diana De Carvalho, Diana Gustafson, Simon Kirby, Kara Laing, Linda Magnusson, Kimberley March, Sean O’Neill, Kristen Romme, Pamela Snow, Teri Stuckless, Laurie Twells, Brenda Wilson.

Topic	Details	Action Item and Person Responsible
Introduction and Welcome	The Dean thanked everyone for joining the meeting, and noted she would not be chairing today as she would have to leave early for another event. She advised that Dr. Vardy would chair the meeting. Dr. Vardy welcomed everyone and noted there were enough attendees for quorum. She asked if there were new members present, and acknowledged Dr. Stephanie Reid from Laboratory Medicine who introduced herself. Participants were advised to use the “chat” function for any questions or comments.	
<ul style="list-style-type: none">• Review or Conflict of Interest• Review of Agenda	<ul style="list-style-type: none">• Dr. Greg Radu moved approval of the agenda; seconded by Dr. Laura Gillespie.• COI - none noted; agenda approved.	

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Review and approval of prior minutes of December 15, 2020	Approval of the minutes was moved by Dr. Kim St. John, and seconded by Dr. Greg Radu. Minutes approved. Dr. Vardy noted that any minor corrections could be emailed to Tracey Pittman/Regina Edwards.	
Dean's Updates	<ul style="list-style-type: none"> • The Dean said she was happy to see everyone, and hoped they were able to get some rest over the holidays. She was looking forward to an exciting year—one that was better than last year. • The Annual Report 2019-2020 was released and is available online from Faculty of Medicine webpage under Quicklinks or: https://www.med.mun.ca/getdoc/f93c0a6b-29c5-4036-8a22-5aca3392e666/2020-Annual-Report.aspx She noted there are lots of highlights for our Faculty, and encouraged everyone to read it. She thanked Virginia Middleton, Michelle Osmond, and Jennifer Armstrong for their work in putting it together. • An important notice is the search for a Vice-Provost (Equity, Diversity and Inclusion). There will be a public talk on Thursday, January 21, at 10:30 a.m. for the one candidate, Dr. Delores Mullings from the School of Social Work. (Virginia Middleton added the link to the talk to the chat: https://gazette.mun.ca/teaching-and-learning/candidate-presentation/) Dr. Vardy serves on that Search Committee. She noted the importance for our faculty around equity and diversity. She added that she serves on other university committees and was glad to find that Medicine was ahead in many different ways in that area. • Along with Dr. Reza Tabrizchi and Mr. Paul Tucker, she met with the Health Research Ethics Advisory Committee this past week. They are looking for members for the various HREB committees and asked anyone interested to contact Sharon Newman, the Acting Ethics Officer, (sharon.newman@easternhealth.ca). They are particularly looking for people for Genetics and Pediatrics, and other disciplines. • The Dean offered congratulations to Rebecca Cole, a Masters of Science in Medicine (Clinical Epidemiology) student in the Division of Community Health and Humanities who received a Quality 	

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	<p>Healthcare Scholarship from Eastern Health. Rebecca is researching trends of hospitalizations due to self-poisoning in youth due to her interest in youth mental health in Newfoundland and Labrador.</p> <ul style="list-style-type: none"> • Congratulations to Dr. Jasbir Gill, Associate Professor in the Discipline of Psychiatry and the Phase 3 lead for UGME for being awarded the Canadian Association of Medical Education Certificate of Merit, which is given to an individual from each Canadian medical school to recognize and reward faculty committed to medical education. • An acknowledgement to Dr. Bolu Ogunyemi, Assistant Dean of Social Accountability, was appointed to the Public Health Ethics Consultation Group, Public Health Agency of Canada. • An acknowledgement to Dr. Kara Laing who is chairing the Region 5 Advisory Committee for the Royal College of Physicians and Surgeons of Canada. 	
	<p>Reports from COVID-19 Task Force Committee</p>	
<p>Dr. Greg Radu – Associate Dean, Office of Learner Well-Being and Success</p>	<p>Dr. Radu reported the following:</p> <ul style="list-style-type: none"> • The CaRMS date is getting closer, and the application due date is February 8th, with interviews between March 8-28. The first match day will be April 20th with a second on May 20th. • LWBS are also very busy on the virtual career advising front, including the addition of resources to the website, and hosting events and Q&A sessions. A summary of the content discussed and feedback collected can be found on the LWBS Events webpage. • The LWBS Office is currently helping Phase 4 students with their CV's and review of personal letters. • The CFMS (Canadian Federation of Medical Students) Wellness Month is January 18 to February 14, 2021, and LWBS are working with them to support local wellness and well-being events and initiatives. • The LWBS Office is continuing with wellness checks, accommodation requests, financial guidance, and management of all issues that arise. 	

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	<ul style="list-style-type: none"> The White Coat Ceremony is February 4th and is in the final stages of planning. The President of the University will attend with the Dean, along with Dr. Pryse-Phillips, who will be the inaugural White Coat honorary recipient. 	
<p>Dr. Tanis Adey, Associate Dean, UGME</p>	<p>Dr. Adey reported the following four points:</p> <ul style="list-style-type: none"> She and Carla Peddle (Undergraduate Coordinator) met with Learner Leaders and received feedback regarding the delivery of remote lectures. She thanked everyone for their commitment to the program throughout the ever-changing circumstances of COVID 19. Learners have provided feedback with the shift to virtual learning and what would be optimal. This was sent out in last week's UGME update. To review the highlights: <ol style="list-style-type: none"> To login five minutes early to mitigate unforeseen technical difficulties; if you are doing a live session, and to finish on time so that the next lecturer can login early to set up. Learners appreciate receiving the PowerPoint slides (preferred method) in advance to allow for review ahead of the session, and so that they can take notes and are able to get more out of the live session. <p>One of the messages previously sent was about the use of previously-recorded lectures (i.e., lecture-capture classes). If you had given a lecture to a live class (Pre-COVID) and recorded with lecture-capture and are using it with this year's sessions, the student feedback was to ask if you would record another lecture so it is just you recording to no one. Because students cannot hear the questions previously asked in the lecture-capture class and only hear the discussion without having the context, the lecturer states to the class that the topic was discussed earlier. So if you are prerecording, would you not use the previously recorded lecture-capture class.</p> <ol style="list-style-type: none"> An issue is with the timely completion of ITARs (In Training Assessment Reports), which are in Phase 4 (3rd year and 4th year), there are 	

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	<p>circumstances where they have not been completed within the six weeks. CACMS accreditation element 9.8 states that grades have to be completed within six weeks of the learning experience. With accreditation coming up next year, we would be in noncompliance with this element based on the fact that some evaluations were completed later than six weeks, and some are still outstanding. Dr. Adey asked faculty to please be mindful of the six-week completion date when supervising students.</p> <p>3. Clinical skills preceptors – She thanked everyone who participated in teaching clinical skills, and noted that there is still a need for clinical skills preceptors and asked for volunteers. With the pandemic capacity limitations, there is no flexibility for makeup sessions. If the slot is not filled with preceptors, the learner would miss the slot.</p> <p>4. Visiting electives are for our students to go elsewhere or for students to come here from other schools to do electives. The class of 2021 visiting electives were canceled because of the pandemic. A decision needs to be made for the class of 2022, and for our students, they would start electives in August of their 4th year but some other schools, particularly the schools that have three- year programs, start electives earlier. Right now, the decision is no visiting electives for July and August of 2021 (for the class of 2022), and a decision will be made in the coming months if there will be visiting electives at all for the class of 2022.</p>	
Dr. Sohaib Al-Asaad, Associate Dean, PGME	<p>Dr. Al-Asaad reported the following:</p> <ul style="list-style-type: none"> • He thanked everyone for their continued commitment to post graduate training. He noted that active issues are very similar to those of practicing physicians, such as vaccinations which is on everyone's mind. There is a high rate of vaccinations of our learners at close to 40% and the majority of learners outside of the St. John's region will have now been vaccinated, as well as several learners who are within the EH region who either 	

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	<p>have been rotating on, or are about to rotate on, the priority frontline areas.</p> <ul style="list-style-type: none"> • Another issue is electives and training away. We are continuing to accept learners from away and continue to send our learners away on electives for those who choose to do so. All learners who return to our province continue to have to isolate for two weeks, which is a deterrent unfortunately. Program directors are actively trying to revise training and work around some of these two- week isolation periods, and work on home-based academic work. • The majority of other Medicine Faculties are in the midst of a significant crisis and dealing with COVID, and they have shut their doors to elective trainees. These electives are very important to postgrads in the final year of the program who want to match to a sub-specialty training program. • In terms of the still ongoing academic training program, PGME does plan to amend and revamp our first year academic half day program. They will be gathering interested parties to work with them on redoing the program. He asked anyone who has any input, or would like to be part of that effort, to get in contact. He noted that the pandemic opened other opportunities and other ways to deliver content in a more efficient manner. • CaRMS will be the focus in the upcoming months and PGME will support the programs as they continue to make their selections virtually. 	
Dr. Ann Dorward, Associate Dean, RGS	<ul style="list-style-type: none"> • At their Graduate studies meeting last week, no significant issues were raised, and the experience from the Fall has facilitated the Winter start in terms of teaching and technological problems. • RGS is in an application cycle and had a few technology challenges for students getting their official documents. In response, RGS is being as lenient as possible when considering applications with unofficial documents in the short term. • In terms of graduate student wellness, the student counseling centre has dedicated counsellors for our graduate students if needed. If you are encountering a student who is having real challenges, please seek out Dr. Dorward to connect them directly. There is an online booking system 	

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	<p>with student wellness and counseling for graduate students.</p> <ul style="list-style-type: none"> • The graduate student society has relaunched a virtual lounge experience, renamed Wellness Wednesday to take place starting January 27 at 7:30 p.m. All can participate as it is open to all learners. The idea is to have everyone benefit from the effort that has gone into organizing this event. The first event is an ergonomic work station at home, with Mona Fry, who is an expert in that area. • Despite remote work, RGS launched the internal awards and SGS award nominations, the majority of which are due February 1. • Their preparation of the academic unit plan is behind, but is on their agenda to get caught up. 	
Mr. Paul Tucker, COO	<p>Mr. Tucker reported the following:</p> <ul style="list-style-type: none"> • The Return to Work update is for all staff to return to work as of February 1st. There is additional information on the website regarding food services, parking and tunnel access, etc. WebEx is still encouraged for all meetings, as opposed to face to face. Most offices are ready or are actively preparing for the return and there are no density concerns, except for CLSC. • The Dean noted that in the Leadership Council today, there was a question raised about snow days. There is more information coming out, but it seems as though when staff return to campus, on anticipated snow days, staff members will take work home and work remotely if the building is closed. Classes will still go ahead online. • There was a question about if research exemptions were still required for undergraduate learners. There may be a further update but it seems that it is no longer required to make an application for the exemption, except if there is face to face interaction, or a field work request. Those two conditions will still need an application request. For other students, it would be evaluated on a case-by-case basis with the faculty member and the space. If it is a shared space, which would need approval, you must adhere to the guidelines stipulated in the context of the safety for that space in the building. 	

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<p>Academic Search Update - Tracey Pittman, Academic Affairs Manager</p>	<p>Ms. Pittman reported the following updates on our leadership searches and renewal committees:</p> <ul style="list-style-type: none"> • For the Dean of Medicine Review Committee, we have received notification from the Provost about the composition of the review committee, in addition to the elected members announced at our last meeting. The five appointed members include: Dr. Taryn Hearn from Psychiatry, Dr. Michelle Ploughman who recently transferred to Division of Biomedical Sciences, Dr. Linda Rohr who is Dean of the School of Human Kinetics and Recreation, and Andrew Robart, who is one of our undergraduate learners. Dr. Mark Abrahams, who is Provost and Vice President (Academic) <i>Pro Tempore</i>, will chair. The review process will require broad consultation with faculty and staff within the faculty and you are encouraged to participate when the committee reaches out. • Update to the Vice Dean for Education and Faculty Affairs search: The committee will be starting a review of candidates shortly and hope to have an announcement about the interview dates soon. • We have a Review Committee forming for the Associate Dean of the Division of Biomedical Sciences, with one nomination received to date. She encouraged faculty to consider participating. • The review for the Associate Dean of UGME is complete and Dr. Tanis Adey has been reappointed for a three-year term. • We have a recommendation to the Provost Office for the Associate Dean of OPED, and anticipate an announcement soon. • Next to be formed will be the review committee for the Associate Dean, Division of Community Health and Humanities. • There will be other upcoming announcements about other review committees, as we reach out to our leaders who are up for renewal in the near future. 	
<p>Ann Dorward, RGS, Vote for Approval on Calendar Changes</p>	<ul style="list-style-type: none"> • These two motions are the result of changes in structure, reflecting Clinical Epidemiology moving to the Division of Community Health and Humanities: <ol style="list-style-type: none"> (1) Proposal to remove wording in Clinical Epidemiology in regulation 32.1.3.4 through 36.27.2.1, from the reference to Director, as they 	

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	<p>no longer have a Director and change to Coordinator; and change in regulation 32.2.1 to correct Director of Clinical Epidemiology to Associate Dean of CHH. Moved Dr. Sohaib Al-Alsoed and seconded by Dr. Peter Daley. Vote – Carried.</p> <p>(2) Proposal to change the description and course title for MED6199 (remove grantsmanship from title) as to better reflect the nature of the course and based on the experience of the instructor. Moved by Dr. Michelle Ploughman and seconded by Dr. Janna Andronowski. Vote – Carried.</p>	
Any Other Business – Dr. Cathy Vardy	No other items for discussion. Dr. Vardy wished everyone a good month, and asked all to give consideration to signing up for the Review Committees as she would appreciate it, and it would be the last opportunity to work with her before her term ends.	
	Adjournment at 5:10 p.m. Next Meeting, Tuesday, February 16, 2021	