



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

Attendees Tanis Adey, Sohaib Al-Asaad, Kris Aubrey-Bassler, Simon Avis, Jane Barron, Richard Berish, Lisa Burke, Ford Bursey, Tracey Bridger, Diana De Carvalho, Peter Collins, Daphne Crane, Vernon Curran, Paul Dancy, Russell Dawe, Cathy Donovan, Ann Dorward, Sheila Drover, Norah Duggan, Jessica Esseltine, Gerard Farrell, Graham Fraser, Laura Gillespie, Veeresh Gadag, Robert Gendron, Diana Gustafson, Catherine Hickey, Edward Kendall, Michelle Levy, Jennifer O’Dea, Gerona McGrath, Kimberly Maich, Pierre-Luc Mallet, Heather McCarthy, Gaylene Russell McEvoy, John McGuire, Robert Mercer, Susan MacDonald, Robert Mercer, Virginia Middleton, Craig Moore, Pam Morgan, Gerald Mugford, Shree Mulay, Ean Parsons, Michael Parsons, Amanda Prendergast, Tracey Pittman, Danielle O’Keefe, Michelle Ploughman, Catherine Popadiuk, Darrell Pullman, Greg Radu, Edward Randell, Kristen Romme, Sonia Sampson, Kim St. John, Jennifer Shea, Gillian Sheppard, Pamela Snow, Michelle Swab, Margaret Steele, Teri Stuckless, Reza Tabrizchi, Paul Tucker, Lesley Turner, James Valcour, Cathy Vardy, Peter Wang, Mary Wells, Brenda Wilson, Margo Wilson, Terry-Lynn Young

Regrets Kara Laing, Renee Lester, Linda Magnusson (Kelly); Jeffrey Patterson, Kathryn Sparrow

Topic	Details	Action Items and person responsible
Introduction and Welcome	Dr. Margaret Steele started off by thanking everyone who had joined in by “Zoom” and preceded to give them instructions on the usage of the program if they wanted to join in the conversation.	
Dean’s Updates	Dr. Steele thanked the following: <ul style="list-style-type: none"> everyone for doing their part to keep the Academic mission going whether preparing 	

Our Vision: *Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.*



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<p>lecturers, giving them, doing exams</p> <ul style="list-style-type: none">• Trying to keep research labs going although we can't continue to do research, except Dr. Peter Wang who has a CIHR Grant which is collaboration with the University of Toronto and he is doing some research for COVID.• Our clinical faculty who are working with their patients whether it's virtually or in person during this difficult time.• A shout out to our residents who are doing a lot of frontline work and to the staff as well who help make things run smoothly <p>Dr. Steele also commented on some particular individuals/groups:</p> <ul style="list-style-type: none">• Dr. Proton Rahman is working with the government to develop predictive models for COVID-19• Dr. Cathy Donovan is working very closely with the Eastern Health Regional Health Authority and government. She meets with the Faculty of Medicine COVID Task Group once a week	
--	--	--



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<ul style="list-style-type: none">• Dr. Daryl Pullman and the other ethicists who are providing ethics consultation to Eastern Health (EH) who are very appreciative• Dr. Bridget Fernandez, Dr. Michael Grant, Dr. Ed Randall, Dr. George Zahariadas and Dr. Touati Benakrouf are working with the NL Task Force led by Cathy Bennett. They have been asked by Dr. Vianne Timmons new President of Memorial University to put a research proposal together related to serological testing.• Thanks to Ms. Trish Cousins who helps keep the medical labs going• Thanks to all of those who provided , supplies to the Regional Health Authorities, such as PPE• HSIMS in a short period of time had to get everyone set up to work from home on various devices.• We've been kept up-to-date by the Communications Office• Thanks to Dr. Cathy Vardy for Chairing the COVID 19 Task Force	
--	---	--

Our Vision: Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<ul style="list-style-type: none"> • Dr. Lee Errett, an Alumni in which our Dean’s office Boardroom is named after, donated \$50,000 worth of PPE • April 27th, the Senior Management Group met with the new Memorial President, Dr. Vianne Timmons and Dr. Steele thanked those on the SMC for talking about all the things that make them proud about our wonderful medical school. • You need to obtain approval from the Dean when you need access to the medical school building, • There is also an academic scenario planning steering committee which is all the Deans across the MUN Campus and Dr. Greg Naterer, Dean of Engineering is Chairing that committee. 	
<p>Agenda review</p> <ul style="list-style-type: none"> • Review or Conflict of Interest • Review of Agenda 	<ul style="list-style-type: none"> • There was no conflict of interest. • No one wanted to add anything to the agenda 	
<p>Review and approval of prior minutes Feb. 18 th</p> <ul style="list-style-type: none"> • Review of action items from previous meeting 	<ul style="list-style-type: none"> • The minutes were approved (with one exception (ADD Dr.) Vianne Timmons) by Dr. Mary Wells and Seconded by Dr. Kim 	

Our Vision: Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<p>St. John with one abstention Dr. Diana Gustafson, Dr. Greg Radu moved and approved the Agenda..</p>	
<p>2. Post-Secondary Review Update by Gerona McGrath</p>	<ul style="list-style-type: none"> • The Post-Secondary Education review documents were sent to the President’s Office and the Post-Secondary Education Review panel. This is the 1st review that has been done in 15 years. It was a way for the Faculty of Medicine to review the past 15 years or so and a great opportunity to celebrate what is happening now with the Faculty of Medicine. See attached presentation. • Dr. Steele mentioned that prior to her becoming Dean, the Faculty of Medicine received some \$11.5 million dollars to expand the Medical School but since then they have removed that from our budget despite the fact that we have to continue to pay the faculty and staff who were hired for the expansion. • A question and answer period occurred. 	<p>Gerona to verify if this has been uploaded to the President’s website</p>



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	Reports from the COVID-19 Task Force Committee	
Mr. Paul Tucker, Chief Operating Officer for the Faculty of Medicine	<ul style="list-style-type: none"> Mr. Tucker reiterated that we have lost over \$11 million through budget cuts so we are financially worse off than we were five years ago. We are moving forward and have made a lot of efficiencies and government knows where we are with the budget. We will be renegotiating our contracts with New Brunswick and Prince Edward Island; we have also looked at a variety of other possible revenue sources. Dr. Steele has met with President Dr. Vianne Timmons and is keeping her up-to-date with what the Faculty of Medicine is doing to manage the budget. 	
Ms. Tracey Pittman, Manager of Academic Affairs	<ul style="list-style-type: none"> Like many of the units within the Faculty of Medicine, the Dean is starting to resume her normal scheduled meetings through Zoom. Faculty appointments and renewals are continuing to be processed for all full-time, part-time appointments. Rather than regular paper-work everything 	

Our Vision: *Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.*



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<p>is now being sent through email electronically for processing to academicaffairs@med.munm.ca</p> <ul style="list-style-type: none">• Sabbatical leaves – we have been receiving a number of requests to cancel approved sabbatical leaves due to the COVID-19 pandemic. You must notify the Dean’s Office in writing if you are planning NOT to take any approved leave at this time. <p>Searches are underway for:</p> <ul style="list-style-type: none">• Chair of Obstetrics & Gynecology (the closing date for applications has been extended)• Chair of Family Medicine (we are proceeding with the interviewing process)• Assistant Dean –Distributed Medical Education (Search Committee has been formed and information will be posted for applications)• Assistant Dean – Social Accountability – a call has been sent out for nominations for Search Committee to be formed with deadline date of May 15, 2020	
--	---	--



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<p>Promotion & Tenure Packages</p> <ul style="list-style-type: none"> • All MUNFA P&T packages have been sent to the Provost Office for their recommendation to the President • All Non-Bargaining Unit (NBU P&T) applications are currently being reviewed and are almost completed for the Dean’s recommendation letter to the Provost. 	
<p>Ms. Virginia Middleton, Communications Officer</p>	<ul style="list-style-type: none"> • With just Virginia and Michelle Osmond in the office, they have both been prioritizing items coming into the communications office. • Trying to keep emails to a minimum as the MUN Newsline is also putting out information on the COVID-19 updates so they don’t want duplication of email correspondence • The Family Medicine website homepage has some updates there for medical students and residents as well as the Faculty of Medicine website, again we are trying not to duplicate what is being sent out • If you have been contacted by any Media, please refer them to Virginia Middleton. 	

Our Vision: Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<ul style="list-style-type: none"> • If you want your name on a speaker's bureau about your expertise, please let Virginia know. • If you have any stories related to the COVID-19 crisis feel free to share with communications for their next newsletter. 	
<p>Dr. Reza Tabrizchi – Associate Dean / Research & Graduate Studies</p>	<ul style="list-style-type: none"> • Dr. Tabrizchi expressed his appreciation to all of the Faculty of Medicine researchers who have had to close down their labs and are unable to do some of their research. This is a very challenging time for researchers within the Faculty of Medicine as well as Memorial University. • The office of Research & Graduate studies have been remotely working since the 3rd week of March. There have been some hiccups but for the most part things are progressing well. • Sometime in March the Vice President of Research (VPR)'s office gave a directive that research faculty are to suspend their research unless they were doing COVID-19 research or 	

Our Vision: Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<p>clinical trials where patients needed the interventions. They developed a research exemption process. After this juncture, the faculty members had 19 research exemptions being processed, 17 have been approved and 2 are in the process of getting approval from the VPR.</p> <ul style="list-style-type: none"> • Anyone that had a Tricouncil grant that was going to be renewed, will be able to get a one year extension. • Anyone who submitted a grant to the CIHR for the spring competition can allow the grant to go forward in the fall, adding a two page supplementation or otherwise, they can just re-apply. 	
<p>Dr. Ann Dorward – Assistant Dean – Graduate Studies</p>	<ul style="list-style-type: none"> • The Graduate office staff has transitioned quite smoothly to working remotely. They're operating the payroll, the admissions for students, and leaves of absence. • The grades, the thesis examination, the doctoral comprehensive exams are all being processed. 	



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<ul style="list-style-type: none"> • We have 19 graduate students who are graduating this spring. • We had the 1st remote PhD defense under the COVID19 scenario. • Dr. Dorward has contacted all the students individually to see how they are doing and some of them feel a lot of uncertainty but they are pleased with the support they are receiving from their supervisors and advisors. • Dr. Steele suggests if you want to donate to the emergency student fund, whether it's for graduate students or undergraduate students, you can actually designate that the funds go to the Faculty of Medicine students. 	
<p>Dr. Greg Radu – Assistant Dean Student Affairs and Wellbeing</p>	<ul style="list-style-type: none"> • As you would expect with an increased level of stress, anxiety and so on, we are trying to pull together all our resources within the office and address issues on a one by one basis with undergraduate students. • Want to thank faculty and staff who helped in any way they could with our students who were looking for guidance and help. 	

Our Vision: Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<ul style="list-style-type: none"> The Well-Being Task Force, which is a subgroup of the COVID Task Force, is trying to make sense of the present and trying to prepare and anticipate the challenges for the future. They are putting out wellness communications twice per week and they are also sent to Student Life at Memorial and to the 4 Regional Health Authorities. 	
<p>Dr. Tanis Adey – Associate Dean UGME</p>	<ul style="list-style-type: none"> The first two years of the MD program transitioned to remote learning on March 23rd. Learning opportunities are being delivered through video recordings of lectures or lecture capture, or the provision of slides, accompanied by teleconference teaching. With respect to assessment of years one and two, the block exams for phases two and three are being delivered online as open book, multiple choice exams. This is important for you to know because it will impact our question bank as the questions we are using on the formative assessments (i.e. open book exams) were 	

Our Vision: Through excellence, we will integrate education, research and social accountability to advance the health of the people and communities we serve.



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<p>transitioned from the summative bank. So therefore our summative bank will be sparsely populated and we will be requesting multiple choice questions for summative examinations.</p> <ul style="list-style-type: none">• The clinical portions of the core experiences in 3rd year have been suspended since March 18th and learners are working remotely on the academic portions of phase 4.• In terms of their assessment, their progress testing has been postponed until they get back to clinical learning which is in line with the national approach.• With respect to the Class of 2020 have actually completed the curriculum on April 27th. I am happy to report that the entire Class of 2020 matched to postgraduate training programs. It was a really stressful time for them because the interview process was done during the St. John's state of emergency and many of them couldn't get off the island.	
--	--	--



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

<p>Dr. Sohaib Al-Asaad, Associate Dean PGME</p>	<ul style="list-style-type: none">• As most of you may know the postgraduate office deals with everything that is related to our resident learners.• So initially we had to shut down and switch our curricula for any academic half days to online only, and so virtual presence type deployment of that curriculum happened• Then eventually we ended up having to recall all learners from away electives anticipating that there may be a surge in the needs of our local health system and based on the concerns of many of our learners who wanted to come home.• Electives and non-essential travel was limited shortly thereafter.• We have been providing multiple accommodations. So the role of the Blundon center became limited once the university started to close its services, or at least limit the services that went through the Blundon center• We have established a frequently asked question	
---	---	--



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<p>information bank and implemented it online.</p> <ul style="list-style-type: none"> • Balancing resident safety with maintaining the academic integrity of the programs hasn't always been straight forward. 	
<p>Dr. Cathy Donovan – Acting Medical Director of Eastern Health</p>	<ul style="list-style-type: none"> • Eastern Health has 240 cases. To date there have been no new cases in the last 12 days or evidence of community transmission. • Local acquisition has been a result of a cluster or a known contact or travel. So 199 of the 240 cases are related to a cluster and 36 are related to travel and there are 4 unknown sources. • Anyone with symptoms, and anybody who is a contact is tested. We are also testing some individuals who are going to have high risk surgeries or are having a transplant or a bone marrow transplant influence the decision around opening up is our testing capacity and we have to have significant testing capacity, 	



Faculty Council Minutes

Tuesday, April 28, 2020

4:30 pm

1st Zoom Teleconference during COVID – 19 Pandemic Crisis

	<p>much more than we're actually using now.</p> <ul style="list-style-type: none"> • Contact tracing processes are in place and I think we have demonstrated that throughout the whole province, we have a pretty amazing contact tracing team. So even as we open up and start normalizing some processes, we still have to make sure that we have hospital capacity to address a surge. If a surge comes there has to be enough PPE available and that's probably the most pressing issue is to ensure PPE is available both in the healthcare and community settings. • Social distancing and PPE is going to be maintained until we actually have a vaccine. I think the recommendations will be about very slow moving forward and opening up and that no schools will open until September including post-secondary institutions. 	
Any other Business	<ul style="list-style-type: none"> • No other business was declared 	
Next Meeting Date:	Tuesday May 26, 2020	