



Faculty of Medicine

## Faculty Council Minutes

Tuesday, March 16, 2021

4:30pm (via WebEx)

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**Attendees:** Tanis Adey, Janna Andronowski, Janet Bangma, Jane Barron, Tracey Bridger, Ford Bursey, Daphne Crane, Peter Daley, Ann Dorward, Shelia Drover, Regina Edwards (Recording Secretary), Laura Gillespie, Michael Grant, Diana Gustafson, Connie Hapgood, Taryn Hearn, Kathleen Hodgkinson, Eden Kinzel, Kara Laing, Michael Leitges, Virginia Middleton, Pam Morgan, Gerald Mugford, Danielle O’Keefe, Tracey Pittman, Jeremy Pridham, Stephanie Reid, Greg Radu, Sevtap Savas, Margaret Steele, Teri Stuckless, Michelle Swab, Reza Tabrizchi, Paul Tucker, Jacqueline Vanderluit, Cathy Vardy, Anna Walsh, Mary Wells, Brenda Wilson

**Regrets:** Lynette Bowers, Darryl Pullman, Peter Rogers, Kristen Romme, Melanie Seal, Pamela Snow, Kristy Tompkins

Topic	Details	Action Item and Person Responsible
Introduction and Welcome	The Dean thanked everyone for joining the meeting. She noted the change to Alert Level 4 and hoped the move to Alert Level 3 would be soon. She asked if there were new members present, and acknowledged Eden Kinzel, new HSC librarian. Participants were reminded to use the “chat” function for questions or comments.	
<ul style="list-style-type: none"><li>Review or Conflict of Interest</li><li>Review of Agenda</li></ul>	<ul style="list-style-type: none"><li>Dr. Sevtap Savas moved approval of the agenda; seconded by Dr. Mary Wells.</li><li>COI - none noted; agenda approved.</li></ul>	
Review and approval of prior minutes of February 16, 2021	Approval of the minutes was moved by Dr. Ann Dorward, and seconded by Dr. Cathy Vardy. Minutes approved with corrections noted to the February minutes.	
Dean’s Updates	<ul style="list-style-type: none"><li>The Dean reported that the Mistreatment Survey would be released in April, and asked faculty to really encourage their fellow colleagues and staff to participate, as well as their students.</li></ul>	

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

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	<ul style="list-style-type: none"> <li>• The University announced that the Vice-President for Grenfell Campus, Dr. Jeff Keshen, would be leaving to assume the role of President at the University of Regina. An interim appointment is to be announced.</li> <li>• The Search for the Vice-President (Academic) and Provost has been finalized and an announcement should be forthcoming.</li> <li>• A decision on the new position of Vice-President, Equity and Diversity has not yet been made.</li> <li>• The Dean encouraged faculty to serve on the Search Committee for the NLCAHR Director, as Dr. Stephen Bornstein would be stepping down after serving as Director for many years.</li> <li>• Dr. Steele reminded faculty that the Associate Dean, Clinical Research position was changed to an Assistant Dean and the call for nominations for that Search Committee had been sent.</li> <li>• A number of media items have been happening, such as Neurology PhD student, Hannah Wallace spoke on CBC Radio's Morning Show on viruses such as COVID-19 and hepatitis C.</li> <li>• The Undergraduate Medical students would be holding a political day of action to ask for policy changes.</li> <li>• Two medical students, Stephanie Blandford and Lisa Fang, did a great job profiling researchers involved in brain-related research</li> <li>• The Dean then asked for any questions, or other announcements.</li> </ul>	
	<b>Reports from COVID-19 Task Force Committee</b>	
Dr. Greg Radu, Associate Dean, Office of Learner Well-Being and Success	<p>Dr. Radu reported the following:</p> <ul style="list-style-type: none"> <li>• An update to the Learner Wellbeing and Success (LWS) webpage with a button to link a variety of online, evidence based self-assessment tools of mental health, physical health and also strengths and values. All are invited to visit and use the self-assessment tools and resources (developed by the University of Pennsylvania, University of California at Berkeley, Canadian Mental Health Association and the Mental Health Commission of Canada).</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Development of a central homepage button “For Faculty and Staff” in recognition of those who work closely with LWS to role model well-being and foster learning environments. There is also a link for a consultation to provide an information session or a more detailed assessment, based on specific needs.</li> <li>• LWS created a process map for learners to follow when working in an environment where exposure to COVID might be a risk.</li> <li>• A weekly update for UGME learners each Wednesday (also disseminated separately to PGME learners).</li> <li>• Release of the 4<sup>th</sup> edition of the LWS Newsletter with resources on a variety of wellbeing topics, including interviews with Drs. Vianne Timmons and Natalie Bridger.</li> <li>• Completion of the LWS Vision and Mission Statements, and the Strategy Map (posted to the webpage).</li> <li>• Drs. Teri Stuckless and Greg Radu delivered a morning session on February 27, “A Well-Being Agenda for Medical Education and Practice: Planning for Resilient People, Organizations and Communities” (organized by OPED for all faculty and learners).</li> <li>• LWS to host a Virtual Financial Fair on March 30 on the transition to residency, but open to all, with presentations by several financial institutions</li> <li>• LWS to host a virtual event “Meet the Mentors” on March 22 and faculty mentors to address mentoring experiences to learners.</li> <li>• CaRMS: Interviews continue until March 28, with virtual one-on-one sessions available.</li> <li>• LWS was present at the town halls hosted by UGME and PGME offices.</li> <li>• “Our Shadowing Program” to resume operations with learners communicating directly with preceptors, to identify if on-site clinical experiences may proceed safely during the pandemic. In the absence of on-site options for clinical shadowing, learners and preceptors are encouraged to take advantage of other teaching and mentorship opportunities. A</li> </ul>	

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	communication to this effect will be made in the UGME update.	
Dr. Tanis Adey, Associate Dean, UGME	<p>Dr. Adey reported the following updates:</p> <ul style="list-style-type: none"> <li>• Eastern Health will be vaccinating MD Program learners, starting with the Phase 4 learners, then Phase 2 and 3 learners; New Brunswick and Prince Edward Island learners can be vaccinated (second dose) in their home province if needed.</li> <li>• An update on visiting electives for the Class of 2022: the AFMC Undergraduate Medical Education Deans met on March 10, and are recommending that a limited reopening of visiting electives this fall. More information will be released as available.</li> <li>• Phase 2 and 3 Learners have been asked to be prepared for some in-person sessions when the province returns to Public Health Alert Level 2.</li> <li>• Based on feedback from learners on remote delivery, the recommendation is for faculty to not use previously-recorded lecture captures that were delivered to a live audience, as learners find it difficult to hear questions asked, and lose contextual information critical to their understanding.</li> <li>• A reminder to please adhere to the 50-minute time slot for lectures when pre-recording or delivering live lectures. Extra resources can be a separate video or recording of a section at the end to clearly indicate it is an additional resource. This will be particularly important for Accreditation.</li> <li>• The Dean asked about students being able to work with potentially COVID-19 positive patients. Dr. Adey noted that it has been raised and guidelines are to be developed, and for students who are not comfortable in that situation. It is currently on hold, with no changes at the moment.</li> </ul>	
Dr. Cathy Vardy (for Dr. Sohaib Al-Asaad, Associate Dean, PGME)	<p>Dr. Cathy Vardy briefly reported for Dr. Sohaib Al-Asaad:</p> <ul style="list-style-type: none"> <li>• They are continuing to look at residence housing and shared housing as per task force recommendations, and continuing to work with Eastern health on the issue.</li> <li>• There was a Town Hall for the residents from the postgraduate office and approximately 20/290 attended as most are focused on their clinical work.</li> </ul>	

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<p>Dr. Ann Dorward, Associate Dean, RGS</p>	<p>Dr. Dorward reported the following:</p> <ul style="list-style-type: none"> <li>• A letter from RGS has been sent to all learners to inform PhD students and faculty that Pass with Distinction is no longer an outcome for grading comprehensive exams or defences at Memorial; this change is effective immediately (Senate February 2021 vote), even though it will not be included in the updated Memorial calendar until the 2021-2022 version is posted.</li> <li>• For international student arrivals to Memorial, a required self-isolation hosting is ongoing through Memorial residences but capacity is too low for demand (undergraduate and graduate students combined), and the demand is anticipated to greatly increase this summer. It is likely that the university will move to hotel usage for self-isolation purposes. More details to come.</li> <li>• At this time, study permit processing times are exceptionally long for some countries, despite united advocacy to the Federal government. It can range from 5 weeks to 38 weeks, and is very problematic for students anticipating to arrive for a fall 2021 start. It is also difficult for instructors to anticipate in-person teaching this fall. Faculty may want to anticipate that international students, who are waiting for study permits, will be participating remotely in coursework.</li> <li>• The School of Graduate Studies (SGS) is very aware of the extended timelines that graduate students are experiencing; and are addressing baseline funding extensions term by term.</li> <li>• Graduate student visiting speaker presentation with Dr. Jen Polk took place March 11. A video recording of this presentation will be posted on the RGS webpage and will be sent by email to graduate students in medicine.</li> <li>• A question was asked about an update to the mandatory quarantine period for international graduate students upon arrival to the country. Dr Dorward advised there was not a change, and it would probably be unlikely to change as the decision came from the Prime Minister’s Office.</li> </ul>	

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	<ul style="list-style-type: none"> <li>The Memorial Town Hall for Graduate Students, “Making Progress in Programs” will be held on March 22.</li> </ul>	
Mr. Paul Tucker, Chief Operating Officer	<p>Mr. Tucker reported the following:</p> <ul style="list-style-type: none"> <li>Faculty and staff are to continue to work from home where possible; for those who cannot, they should fill out the Access to Campus Form.</li> <li>There was a flood just outside the main auditorium affecting the washrooms and the elevator, as well as the Family Medicine and Lab Medicine space. The cleanup continues, and he thanked Drs. O’Keefe and Barron for their patience.</li> <li>The budget deficit is anticipated to be \$3.8 M at the end of the fiscal year, and work with the Government is continuing.</li> </ul>	
Dr. Margaret Steele, Dean	<ul style="list-style-type: none"> <li>The Dean reported on the search for Vice Dean of Education and Faculty Affairs. She thanked Dr. Vardy for continuing for a year longer than planned. Interviews for the position are upcoming, and she encouraged people to attend the presentations. Information would be sent out on the dates and times. She thanked Dr. Wilson and the Committee for their efforts in conducting a search during the pandemic.</li> </ul>	
Academic Search Update – Ms. Tracey Pittman, Academic Affairs Manager	<p>Ms. Pittman reported the following:</p> <ul style="list-style-type: none"> <li>Congratulations were extended to Dr. Michael Grant on his appointment to a second term as Associate Dean of the Division of BioMedical Sciences.</li> <li>The Dean’s Review Committee is accepting written feedback until April 9; a meeting with the committee can be requested by contacting the Chair (through the Provost’s Office) before March 26.</li> <li>Review Committees have been formed for the Associate Dean of the Division of Community Health and Humanities, and for the Discipline Chair for Surgery positions.</li> <li>A “Save-the-Date” has been circulated for the New Faculty Orientation on March 31. All faculty who were appointed within the last two years are encouraged to attend.</li> </ul>	

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	<ul style="list-style-type: none"> <li>Senate elections are underway to fill a number of Senate Committee vacancies--please ensure you vote before the Sunday deadline.</li> </ul>	
Janet Bangma, Library	<ul style="list-style-type: none"> <li>Note from the Chat: Janet Bangma provided an update that the library will begin contactless delivery; further details are on the website. As well, they are aware of graduate students who need to complete requirements for the end of the spring semester, and are making arrangements for this, under strict protocols.</li> <li>She announced that the physical aspects of Library services would begin to open up.</li> <li>She noted that the university is conducting an economic impact study to look at the impact of the University on the economy. It will also look at the viability of a new law school.</li> </ul>	
Dr. Tanis Adey, Associate Dean, UGME	<p>Undergraduate Medical Studies Committee – Addition of a Curriculum Oversight Subcommittee.</p> <ul style="list-style-type: none"> <li>Dr. Adey brought forward a Motion to change the current working group to a Curriculum Oversight Subcommittee of UGME. She provided background on the working group and noted that the Curriculum Review Committee recommended the formation of this subcommittee who would assist UGME and monitor curricular content objectives. The maintaining of accreditation standards and the documenting of all the processes is necessary, especially for the upcoming accreditation. Details can be viewed on the website, which has an interactive map with specific program objectives and course goals. This group provides ongoing support for the Undergraduate Medical Studies Committee. Motion to make the working group a permanent subcommittee, with a name change and terms of reference (to be reviewed at the next Council meeting). Moved by Dr. Adey, and seconded by Dr. Kara Laing. Following discussion, the Dean called for the vote, and the motion carried.</li> <li>The Dean noted that, beginning in April, there would be an Accreditation Moment at Faculty Council meetings in preparation for the Accreditation in April 2022.</li> </ul>	

Topic	Details	Action Item and Person Responsible
Dr. Ann Dorward, Associate Dean, RGS	<p>RGS Notice of Motion:</p> <p>(1) Applied Health Services Research graduate program requirement calendar change – <i>deferred to next meeting</i></p> <p>(2) MED 6285 Introduction to Applied Health Research</p> <p>(3) Human Genetics Graduate Program title change.</p> <ul style="list-style-type: none"> <li>• Information on these items was circulated with the agenda. The introduction of a new regular course is proposed, MED 6285 Introduction of Applied Health Research, to be offered by four partner institutions, as a three-credit hour course. It would give students an introduction and overview of applied health services research, and become a core course for the program.</li> <li>• Proposal for a name change and program description change to the Human Genetics Graduate Program, to the Human Genetics and Genomics Program. This would provide opportunities for pursuing academic studies and research, as well as allow faculty from all possible divisions and clinical disciplines to participate in the program.</li> <li>• These items are being presenting as a notice of motion, and will be brought forward for a vote at the next Faculty Council meeting.</li> </ul>	
Any Other Business – Dr. Margaret Steele	<ul style="list-style-type: none"> <li>• The Dean noted the upcoming Canadian Conference of Medical Education starting on April 17 and being hosted virtually in St. John’s. She encouraged attendance for as many sessions as possible. A video is being planned. For information on how to participate, please contact Virginia Middleton.</li> <li>• The Dean thanked everyone for their persistence in enduring another shift in Alert Levels, and added there is light at the end of the tunnel with the continuing vaccinations. She wished everyone a good month, with a holiday weekend to enjoy.</li> </ul>	
	<p>Adjournment at 5:33 p.m.</p> <p>Next Meeting, Tuesday, April 20, 2021 – <i>postponed to Tuesday, April 27 due to CCME Conference</i></p>	