



**Faculty Council  
Minutes**

Tuesday, March 15, 2022

4:30 pm (via WebEx only)

**Attendees:** Lindsay Alcock, Janet Bangma, Valerie Booth, Jane Barron, Chelsea Crossley, Dennis Dillon, Michael Grant, Connie Hapgood, Taryn Hearn, Ruth Hickey, Tina Hickey, Kathleen Hodgkinson, Andrew Hunt, Brian Kerr, Kara Laing, Renee Lester, Gerona McGrath, Dolores McKeen (Chair), Virginia Middleton, Eden Kinzel, Simon Kirby, Pamela Morgan, Tracy Osmond, Michael Parsons, Tracey Pittman, Michelle Ploughman, Kristen Romme, Kim St. John, Desai Shan, Douglas Smith, Reza Tabrizchi, Paul Tucker, Laurie Twells, Cathy Vardy, Brenda Wilson, Terry-Lynn Young, Anil Zechariah

**Invited Guest:** Ian Janes

**Regrets:** Michael Bautista, Pamela Snow

Topic	Details	Action Item and Person Responsible
Welcome and Introduction	<p>Dr. McKeen welcomed everyone to the meeting and noted she was chairing the meeting on behalf of Dr. Steele.</p> <p>She asked if there was anyone new present to be introduced. Welcomed Mr. Ian Janes as an invited guest to present on the Memorial Medical Journal.</p> <p>Participants were reminded to use the “chat” function for questions or comments.</p>	
<ul style="list-style-type: none"> <li>Review of Agenda</li> <li>Conflict of Interest</li> </ul>	<ul style="list-style-type: none"> <li>Dr. Greg Radu moved approval of the agenda; seconded by Dr. Simon Kirby.</li> <li>COI - none noted; agenda approved.</li> </ul>	
Review and approval of prior minutes of February 15, 2022	<ul style="list-style-type: none"> <li>Approval of the minutes moved by Dr. Greg Radu and seconded by Dr. Simon Kirby. Minutes approved.</li> <li>Members of Faculty Council abstaining from the approval of the minutes were Ms. Lindsay Alcock, Ms. Janet Bangma, Ms. Chelsea Crossley, Ms.</li> </ul>	

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	<p>Virginia Middleton, Dr. Michael Parsons, Dr. Kim St. John.</p> <ul style="list-style-type: none"> <li>Action item follow up – Ms. Tracy Osmond to circulate presentation given by Dr. Rick Audas at the February 15, 2022 meeting - <b>completed.</b></li> </ul>	
Memorial Medical Journal	<ul style="list-style-type: none"> <li>Mr. Ian Janes provided a PowerPoint presentation on the Memorial Medical Journal. The presentation consisted of the current standing of the journal, its benefits to students, scope/goals, format, review process, sustainability of the journal – student succession plan and faculty advisory board, distribution/indexing and funding sources.</li> <li>For anyone who would like to contact Mr. Janes, his email is <a href="mailto:wcij85@mun.ca">wcij85@mun.ca</a>.</li> <li>Ms. Middleton noted she will be connecting with Mr. Janes for communications and to help get the word out about the journal.</li> <li>Mr. Janes thanked everyone for their ongoing support of this project.</li> <li>Dr. McKeen acknowledged and thanked Mr. Janes and all the students who are involved for the work they have done with the journal.</li> </ul>	Ms. Osmond to circulate a copy of the presentation.
Dean’s Updates	<ul style="list-style-type: none"> <li>Dr. McKeen noted Dr. Steele’s updates could be found in her blog: <a href="https://www.med.mun.ca/Medicine/Communications/News-at-Medicine/March-2022/Dean-s-Notes-March-1,-2022.aspx">https://www.med.mun.ca/Medicine/Communications/News-at-Medicine/March-2022/Dean-s-Notes-March-1,-2022.aspx</a>.</li> <li>Dr. McKeen highlighted the following from the dean’s updates:</li> <li>The Russian/Ukraine conflict - Dr. McKeen reiterated the dean’s message that our thoughts and prayers go out to the learners, staff and faculty who have relatives and friends in Ukraine. Memorial University’s senior leadership is looking at ways to support learners who may come from Ukraine. If you have any questions about this situation, please reach out to <a href="#">Sonja Knutson</a>, the Director of the <a href="#">Internationalization Office</a> at Memorial.</li> <li>She also noted our medical students are collaborating with other Canadian medical students in a joint effort to fundraise in support of the Canadian Red Cross Ukraine Humanitarian Crisis Appeal. Even just donating \$5 can make a huge difference, considering how many medical students</li> </ul>	

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	<p>there are! Check out the Instagram page <a href="#">@medaid4ukraine</a> and use #MedAid4Ukraine when advertising on social media. To donate directly, <a href="#">visit the Red Cross website</a>.</p> <ul style="list-style-type: none"> <li>• There are promotional videos for Post Graduate Residency Training located on both the faculty's website:  <a href="https://www.med.mun.ca/Medicine/Communications/News-at-Medicine/March-2022/Choosing-the-right-medical-residency-program.aspx">https://www.med.mun.ca/Medicine/Communications/News-at-Medicine/March-2022/Choosing-the-right-medical-residency-program.aspx</a> as well as on YouTube:  <a href="https://www.youtube.com/playlist?list=PLSiRLpEVafApRQMOdZXtkgi4Csk-YyIB">https://www.youtube.com/playlist?list=PLSiRLpEVafApRQMOdZXtkgi4Csk-YyIB</a>. The videos were a collaboration between Perfect Day and the Faculty of Medicine.</li> <li>• Celebrated International Women's Day on March 8, 2022. <a href="#">International Women's Day 2022</a> profiles several of the Faculty of Medicine's female leaders.</li> <li>• Dr. McKeen thanked all the women who contribute to the Faculty of Medicine including learners, staff and faculty. Dr. McKeen gave a special mention to the local chapter of the Federation of Medical Women in Canada, which was started here at Memorial by Dr. Taryn Hearn and Dr. Kara Laing along with medical students Stephanie Roberts and Leslie Rowe.</li> <li>• Dr. McKeen noted Dr. Margaret Steele, Dr. Cathy Vardy and Mr. Paul Tucker visited UPEI during the week of March 7, 2022, and that Dr. Vardy will provide an update on the visit during the meeting.</li> <li>• Reminder the Undergraduate Accreditation happens from April 4-6, 2022 with a follow-up visit on May 11.</li> <li>• Dr. McKeen congratulated: <ul style="list-style-type: none"> <li>- Dr. Matthew Parsons, Associate Professor in the Division of Biomedical Sciences, who was awarded the President's award for outstanding research.</li> <li>- Dr. Michelle Ploughman, Associate Professor in the Division of Biomedical Sciences, who was awarded the President's award for outstanding graduate and postgraduate supervision.</li> <li>- Dr. Jessica Esseltine, Assistant Professor in the Division of Biomedical Sciences, has been</li> </ul> </li> </ul>	

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	<p>recognized as a Female Canadian Scientist by the Canadian Stem Cell Network.</p> <ul style="list-style-type: none"> <li>The Class of 2022 is working on their year book and are asking for contributions from faculty and staff such as words of wisdom, advice, best wishes. These can be sent to <a href="mailto:communications.office@med.mun.ca">communications.office@med.mun.ca</a>.</li> </ul>	
Monthly Accreditation Update	<ul style="list-style-type: none"> <li>Dr. Taryn Hearn, Faculty Undergraduate Accreditation Lead, provided the monthly accreditation moment entitled <i>“Do you know the requirements for Formative and Summative Assessments?”</i> <a href="https://www.med.mun.ca/Accreditation/Home.aspx">https://www.med.mun.ca/Accreditation/Home.aspx</a></li> <li>The purpose of this moment is to reinforce that all courses and clinical experiences require midpoint formative assessments/feedback, and all summative assessments must be completed within 6 weeks by CDC. During Phase 4 Core Experiences course, formative assessments include clinic cards as well as a midpoint meeting with the Clerkship Discipline Coordinator (CDC) and <u>all</u> summative assessments must be submitted within 4 weeks by preceptors to allow the CDC time to complete the assessment.</li> <li>A reminder the Accreditation Visit is April 4-6, 2022 with a follow-up visit on May 11, 2022. Dr. Hearn noted the schedule has been received and a revised version with times in NDT has been sent via email. Please assume you are needed for the meetings but do not know for sure what is to be discussed at this point.</li> <li>A reminder the Accreditation information including the spreadsheet with questions and answers is located in Brightspace - <a href="https://online.mun.ca/d2l/home/262753">https://online.mun.ca/d2l/home/262753</a> (using your MUN ID login credentials).</li> </ul>	
Update on UPEI	<p>Dr. Vardy provided an update on the recent visit to UPEI by Dr. Margaret Steele, Dr. Cathy Vardy and Mr. Paul Tucker. She noted the visit was very productive with a variety of activities attended including in-person meetings with a number of physicians, a Medical Society Board meeting where there was a presentation about the new medical school, and the Strategic Planning Day which focused on medical education. Also met with the Minister of Health and the Deputy Ministers who were very supportive of the new medical school as well as</p>	

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	<p>with the Registrar and Deputy Registrar of the College of Physicians and Surgeons of PEI and a meeting with Chief Darlene Bernard from Lennox Island Mi’Kmaq First Nation.</p> <p>Dr. Vardy noted the visit included touring different facilities and determined what facilities can be shared. She highlighted a couple of specific tours including the Veterinary College and Faculty of Engineering. Also toured number of hospitals and looked at what is needed for clinical rotations for undergraduate and post-graduate. Toured two hospitals and had an opportunity to see where the site for the new medical school will be.</p> <p>Working on a number of initiatives. As this is a joint program and unique to Canada, are looking at a new governance structure. The steering committee is chaired by Dr. Margaret Steele and Dr. Greg Keefe, and the subcommittees report into the steering committee. Dr. Vardy noted, in particular, the facilities subcommittee, and with regards to facilities what needs to be added to hospitals to have a successful medical education program. Upcoming meetings scheduled for new committees include the faculty development committee and the community engagement. Dr. Vardy gave a big shout out to the faculty and staff who have contributed to the committees.</p> <p>Mr. Tucker also noted they met with UPEI communications staff, who want to develop a website to be able to provide updates on where the committees are with their work. Dr. Vardy noted there is strong IT presence on all the committees.</p> <p>Dr. Vardy thanked everyone for all their help.</p>	
Updates from Senate	A report was submitted by Dr. Edward Kendall and circulated with the Faculty Council meeting materials with an update on news from Senate.	

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Academic Search Updates	<p>Ms. Tracey Pittman reported:</p> <ul style="list-style-type: none"> <li>• Congratulations to Dr. Michael Parsons, on his renewal as the Chair of Emergency Medicine.</li> <li>• A committee has been formed for the Chair of Radiology search.</li> <li>• Will be sending calls for committee members for two administrative reviews - Dr. Michael Bautista, Chair of Anesthesia and Dr. Ann Dorward, Assistant Dean, Research &amp; Graduate Studies.</li> <li>• There are three (3) faculty searches in progress in Biomedical Sciences. Two (2) of the competitions have closed but have extended the deadline to April 30, 2022 for the Cardiovascular and Renal Science - <a href="https://www.med.mun.ca/Medicine/FacultyAffairs/Faculty-Affairs/JobPostings.aspx">https://www.med.mun.ca/Medicine/FacultyAffairs/Faculty-Affairs/JobPostings.aspx</a>.</li> <li>• Received approval from the Provost to proceed with two (2) tenure-track searches in Community, Health and Humanities.</li> </ul>	
Notice of Motion: Human Neuroscience Research Centre Updated Proposal	<p>Dr. McKeen introduced the Notice of Motion for the Human Neuroscience Research Centre Proposal and invited Dr. Ploughman to speak to the proposal.</p> <p>Dr. Ploughman indicated the proposal was updated based on the extensive feedback from the August 2021 meeting. She explained the proposal is an opportunity for human neuroscience researchers from across the university to work together, for example, in the Schools of Music, and Human Kinetic and Recreation, Departments of Psychology and Computer Science, Faculty of Engineering and Applied Science, and Marine Institute and to strive for collaborative projects and larger grants. She noted the benefit to the Faculty of Medicine is that clinical faculty could be associate members and strengthen their research profile.</p> <p>Dr. Tabrizchi indicated the proposal has now been put forward as a Notice of Motion with the next steps being to review the material and return to the April 19, 2022 meeting to discuss and vote on the proposal.</p>	
Any Other Business	No other business.	
Adjournment	Dr. McKeen thanked everyone for attending the meeting. Adjournment at 5:22 pm. The next meeting is scheduled for Tuesday, April 19, 2022, 4:30 pm.	

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