



**Faculty Council
Minutes**

Tuesday, April 19, 2022

4:30 pm (via WebEx only)

Attendees: Janna Andronowski, Jane Barron, Vernon Curran, Peter Daley, Diana De Carvalho, Ann Dorward, Norah Duggan, Jessica Esseltine, Taryn Hearn, Tina Hickey, Deepak Kaushik, Brian Kerr, Eden Kinzel, Simon Kirby, Dolores McKeen, Linda Magnusson, Pamela Morgan, Gerald Mugford, Tracy Osmond, Tracey Pittman, Rachel Prowse, Daryl Pullman, Edward Randell, Kristen Romme, Rod Russell, Archana Shah, Kim St. John, Douglas Smith, Reza Tabrizchi (Chair), Paul Tucker, Michael Wahl, Peter Wang, Mary Wells

Regrets: Janet Bangma, Michael Grant, Kara Laing, Michelle Ploughman, Peter Rogers, Margaret Steele, Cathy Vardy, Brenda Wilson, Ben Zendel

Topic	Details	Action Item and Person Responsible
Welcome and Introduction	Dr. Tabrizchi welcomed everyone to the meeting. Participants were reminded to use the “chat” function for questions or comments.	
<ul style="list-style-type: none"> Review of Agenda Conflict of Interest 	<ul style="list-style-type: none"> Dr. Ann Dorward moved approval of the agenda; seconded by Dr. Simon Kirby. COI - none noted; agenda approved. 	
Review and approval of prior minutes of March 15, 2022	<ul style="list-style-type: none"> Approval of the minutes moved by Dr. Rod Russell and seconded by Dr. Simon Kirby. Minutes approved. Members of Faculty Council abstaining from the approval of the minutes were Dr. Ann Dorward, Dr. Kim St. John, Dr. Gerald Mugford, Dr. Rachel Prowse, Dr. Peter Wang, Dr. Michael Wahl, Dr. Daryl Pullman, Dr. Janna Andronowski, Dr. Norah Duggan Action item follow up – Ms. Tracy Osmond to circulate presentation given by Mr. Ian Janes at the March 15, 2022 meeting - completed. 	

Dean's Updates	<p>Congratulations to:</p> <ul style="list-style-type: none"> - The organizers of Monte Carlo 2021. The event raised over \$92,000. This makes 2021 one of the most financially successful years on record for Monte Carlo, despite the challenges of event planning during a global pandemic. - Dr. Bolu Ogunyemi on being named as a recipient of the 2022 Most Inspiring Immigrants in Atlantic Canada. - Dr. Jane Barron on being named a CAME Certificate of Merit recipient for 2022. - Discipline of Family Medicine in working with Iqaluit communities to improve the physician workforce. Iqaluit is one of three sites chosen as a model of recruitment and retention of rural family physicians by the National Task Force on Rural Medical Education and Training by the College of Family Physicians of Canada & the Society of Rural Physicians of Canada. - Scholars at Risk Advocacy Day held virtually on March 31. It was an opportunity to connect with students, faculty and a community of activists to promote academic freedom and human rights. https://www.mun.ca/international/about-us/scholars-at-risk/. - Professionalism Moment: the Faculty of Medicine has approved a new Mistreatment Policy, which replaces the Respectful Learning Environment for Medical Education Policy. The new policy includes: an expanded scope and definition of mistreatment; provides for the provision of a support person for both complainant and respondent; and refers to the role of the bystander. The policy provides a more informed approach to handling learner mistreatment and includes a new procedure for anonymous disclosure through Memorial's Incident Management System (MIMS). The new procedure can be accessed online and is also available on the MUNSafe app, by clicking 'Support Resources,' 'Student Support,' and then 'Faculty of Medicine Learner Well-Being and Success'. - Canadian Conference on Medical Education (CCME) will take place April 23-26 in a hybrid format with 	
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	<p>events being held in Calgary, AB and some activities will be held virtually.</p> <ul style="list-style-type: none"> - The outcome from Medical Research Fund (MRF) grant competition (2021-2022) was announced, where four (4) research grants were funded. The successful applicants were: Dr. Sarah Power (Division of Community Health and Humanities), Dr. Deepak Kaushik (Division of BioMedical Sciences), Dr. Zhiwei Gao (Division of Community Health and Humanities), and Dr. Edward Randell (the Cox Award; Discipline of Laboratory Medicine). - There were two successful applicants for the Dean’s Collaborative Clinical and Non-Clinical Research Award, (i) Dr. Laurie Twells (Division of Community Health and Humanities), Dr. David Pace (Discipline of Surgery), and Dr. Mark Borgaonkar (Discipline of Medicine), and (ii) Dr. Diana De Carvalho (Division of Community Health and Humanities), Dr. Deanna Murphy (Discipline of Obstetrics and Gynecology) and Dr. Sean Murphy (Discipline of Obstetrics and Gynecology). - Two of the successful CIHR Funded Health Research Training Platforms had participation from the Faculty of Medicine. Dr. Roger Chafe (Discipline of Pediatrics) is part of a team for the initiative out of University of Calgary for the Empowering Next-generation Researchers in perinatal and Child Health (ENRICH) platform, and Dr. Laurie Twells (Division of Community Health and Humanities) is part of another initiative out of the Université Laval for Training platform in diabetes, obesity and cardiometabolic health. • Dr. Tabrizchi congratulated all the recipients of these grants from both internal and external funders. • Dr. Ann Dorward reported that all ten (10) graduate programs are undergoing academic unit planning (AUP) assessments as per Memorial University Senate AUP procedures. It is expected that the Division of BioMedical Sciences Division will be submitting their self-study to the Dean of Medicine by the end of the month. Following this, the next step will involve an external panel review and report. 	
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	<p>The Division of Community Health and Humanities will have their self-study submission ready for the fall followed by external panel review. The Associate Dean (Graduate Studies) will provide updates to Faculty Council upon receipt of report and its recommendations.</p> <p>AUP Link: https://www.mun.ca/senate/standing-committees-of-senate/academic-unit-planning-committee/planning-process/</p>	
<p>Recruitment of Standardized Patients</p>	<p>Mary Wells provided a presentation on the Standardized Patient Program. The presentation provided a background of the program, types of patients required and advertising and recruitment methods.</p> <p>She noted they are always looking for more patients so if you are interested in recommending a patient for the program, please contact the Clinical Learning and Simulation Centre or Dr. Wells at Mary.Wells@med.mun.ca.</p>	
<p>Debrief Accreditation Site Visit</p>	<p>Dr. Hearn thanked everyone for participating in the Accreditation Site Visit and thanked Adam Siscoe and HSIMS for their support. She noted that the visit ran well. Feedback was positive and learner participation was high. There were no surprises in the questions and which areas were investigated.</p> <p>There is a one-day follow up visit scheduled for May 11, 2022. This will allow the Site Visit Team to follow-up in areas that require more time for questioning than was originally allotted in the first visit, requires further clarification, or was identified throughout the Site Visit. It is also an opportunity to pick two or three elements to showcase particular strengths. We plan to highlight the Strategic Plan and how imbedded it is in the school, the unique distributed medical education as well as our infrastructure. Not sure at this point how much time will be allocated to showcasing the elements.</p> <p>Taryn Hearn noted once the May 11, 2022 Site Visit has been completed, the team will send a report to CACMS and the faculty is allowed to respond to the report, and then future accreditation status of our school will then be decided. It is possible we will not hear the final results until January 2023.</p>	

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	On behalf of the Dean, thank you to faculty, staff and learners who were involved in the process and to UGME who took the lead and thank you to Dr. Hearn and Mr. Kerr.	
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.	
Academic Search Updates	<p>Ms. Pittman reported:</p> <ul style="list-style-type: none"> • Chair of Radiology Search Committee has set their first meeting • Chair of Anesthesia Review Committee will be starting their work soon. • There will be a call for a Review Committee for Chair of Pediatrics as Dr. Dancey has agreed to serve a second term. • A call has been sent for the Review Committee for Associate Dean, Graduate Studies and nominations due on Thursday, April 21. • Three searches are progressing in the Division of BioMedical Sciences. • Two tenure-track positions in Community Health and Humanities will be advertised soon. • The Office of the Provost is moving all faculty and leadership appointments to the Onbase document management system. Please submit appointment paperwork as soon as possible as it is causing some processing delays. 	
Budget Update	Mr. Tucker reported there was a small increase in this year’s budget related to the CUPE increases which was offset by a decrease from attrition. Overall, the budget amounts were as expected.	
Terms of Reference: Graduate Studies Curriculum Committee (GSCC)	<p>Dr. Dorward reported on the changes to the Terms of Reference for the GSCC. It was noted the changes were due to changes in the structure of some of the units.</p> <p>The sections requiring changes included:</p> <p>“Frequency of Meetings</p> <p>The Graduate Studies Curriculum Committee shall have ad hoc meetings as is necessary to address graduate curriculum issues or at the call of the Assistant Associate Dean of Graduate Studies”; and</p> <p>“Committee Membership</p>	

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	<p>The Graduate Studies Curriculum Committee will consist of:</p> <ol style="list-style-type: none"> 1. Dean, Faculty of Medicine (ex-officio) Non-Voting 2. Associate Dean, Graduate Studies (ex-officio) Non-Voting Vice Dean, Research & Graduate Studies (ex-officio) Non-Voting 3. Assistant Associate Dean, Graduate Studies – chair 4. Associate Dean, Division of Community Health and Humanities 5. Associate Dean, Division of Biomedical Sciences 6. Director, Unit of Clinical Epidemiology 7. Chair, Discipline of Human Genetics 8. Coordinators for each of the approved program areas in the Faculty of Medicine 9. Graduate student representative selected by the Medical Graduate Student Society (MGSS)” <p>Dr. Kim St. John moved approval of the terms of reference; seconded by Dr. Daryl Pullman. Carried</p> <p>Dr. St. John asked if having only one graduate student representative is sufficient. Dr. Dorward offered to put forward to the Medical Graduate Student Society (MGSS) if they feel there is a need for two (2) graduate student representatives.</p>	
<p>Notice of Motion: Human Neuroscience Research Centre Updated Proposal</p>	<p>Dr. Tabrizchi highlighted some changes, which were made to the proposal. He noted there is now a formal letter of support from the Division of Community Health and Humanities along with some editorial changes to reflect the proper naming of the units and departments referenced in the document. He noted that it would be brought forward to May’s Faculty Council for discussion and voting.</p> <p>The amended document has been circulated for reference.</p>	
<p>Any Other Business</p>	<p>Mr. Tucker reported the new seating in the lobby is a part of Memorial’s Indigenous Initiative, and was purchased through the Campus Improvement Fund.</p>	
<p>Adjournment</p>	<p>Dr. Tabrizchi thanked everyone for attending the meeting. Dr. Tabrizchi moved adjournment of meeting; seconded by Dr. Rod Russell. Adjournment at 5:10 pm.</p> <p>The next meeting is scheduled for Tuesday, May 17, 2022, 4:30 pm.</p>	