



**Faculty Council  
Minutes**

Tuesday, November 15, 2022

4:30 pm (Hybrid)

**Attendees:** Stacey Alexander, Janna Andronowski, Janet Bangma, Tom Belbin, Touati Benoukraf, Valerie Booth, Lisa Breen, Jennifer Connor, Chelsea Crossley, Peter Daley, Diana De Carvalho, Ann Dorward, Norah Duggan, Jessica Esseltine, Alison Farrell, Robert Gendron, Mina Gerges, Michael Grant, Taryn Hearn, Tina Hickey, Edward Kendall, Kara Laing, Gerona McGrath, Dolores McKeen, Victor Maddalena, Virginia Middleton, William Midodzi, Pamela Morgan, Tracey Pittman, Patti Power, Danielle O’Keefe, Tracy Osmond, Kristen Romme, Eric Sala, Jessica Skinner, Darek Sokol-Randell, Kathryn Sparrow, Michelle Swab, Reza Tabrizchi (Chair), Paul Tucker, Jackie Vanderluit, Brenda Wilson, Anil Zechariah

**Invited Guests:** Paul Banahene Adjei, Heidi Coombs

**Regrets:** Jane Barron, Kathleen Hodgkinson, Simon Kirby, Renee Lester, Archana Shah, Doug Smith, Margaret Steele

Topic	Details	Action Item and Person Responsible
Welcome and Introduction	<p>Dr. Tabrizchi welcomed everyone to the meeting both in person and virtually. Introduced and welcomed Dr. Paul Banahene Adjei, interim Associate Vice-President, Indigenous Research and interim Dean Social Work.</p> <p>Participants were reminded to use the “chat” function for questions or comments for those joining virtually.</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. Tabrizchi noted a friendly amendment to the agenda for the date for the Vote: Notice of Motion for the Admission changes presented on October 19, 2022. The date should be <b>October 18, 2022</b>.</li> <li>• Dr. Ann Dorward moved approval of the amended agenda; seconded by Dr. Dolores McKeen.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• COI - none noted; agenda approved.</li> </ul>	
Review and approval of prior minutes of September 20, 2022	<ul style="list-style-type: none"> <li>- Dr. Ann Dorward moved approval of the minutes; seconded by Dr. Peter Daley. Abstentions – none noted.</li> <li>- Action items were completed:               <ul style="list-style-type: none"> <li>• Ms. Osmond to arrange for Ms. Michelle Swab to receive a P&amp;T certificate. <b>COMPLETED</b></li> <li>• Ms. Osmond to circulate the names of students and the program they completed with the minutes. <b>COMPLETED</b></li> <li>• Ms. Osmond to circulate both job ads. <b>COMPLETED</b></li> </ul> </li> </ul>	
Research Impacting Indigenous Groups Policy Presentation	<ul style="list-style-type: none"> <li>- Dr. Adjei provided a presentation on the Research Impacting Indigenous Groups Policy. The presentation was well received.</li> <li>- Dr. Wilson noted she liked the simplicity of the policy, and how the policy in practice is only as good as the procedures. Dr. Adjei noted that going forward will be paying more attention to procedures as they are easier to update.</li> <li>- They will be producing a hand book/road map on scenarios. There is also always the opportunity to meet with the Vice-President Research Office when situations are more complex and not so straight forward.</li> <li>- Dr. Tabrizchi noted that office of Research and Graduate Studies will revise their cover signature form to include a box for Research Impacting Indigenous Groups. This is required information for the completion of any applications in the Memorial Research Portal before submission for approval.</li> <li>- Dr. Adjei noted this policy will help with building relationships rather than a focus on taking or reaching out only when there is a need.</li> <li>- Any feedback/questions can be directed to the Research Impacting Indigenous Groups Policy consultation email - <a href="mailto:riigconsultations@mun.ca">riigconsultations@mun.ca</a>.</li> </ul>	
Dean's Updates	<p>Dr. Tabrizchi reported:</p> <ul style="list-style-type: none"> <li>- Faculty of Medicine Holiday Initiative – many families and students at Memorial are struggling to make ends meet this holiday season. So your support via donation is greatly appreciated. An</li> </ul>	

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	<p>initiative in support of the Single Parent Association of Newfoundland (SPAN) and MUN Campus Food Bank is accepting donations. Monetary donations by e-transfer to <a href="mailto:lisa.breen@mun.ca">lisa.breen@mun.ca</a>, or gift card donations are being accepted, and can be dropped off in person to the Faculty of Medicine Admission Office, room 2M202.</p> <ul style="list-style-type: none"> <li>- The Faculty of Medicine <i>Destination Excellence 2022</i> update and planning ½ days took place on November 2, 2022 in the afternoon and November 4, 2022 in the morning both in person and online. During the first day, updates were provided for, the development of a joint MD program between UPEI and MUN by Ms. Gerona McGrath, Mr. Brain Kerr and Mr. Steve Pennell; Culture of Excellence co-leads, Dr. Kara Laing and Dr. Heidi Coombs; and Balance Score Card, Mr. Steve Bradley. There was also an Education Excellence Panel: Accreditation and Academic Unit Planning by Dr. Taryn Hearn, Dr. Ann Dorward, and Dr. Sonia Sampson. During the second day, a key note was given by Dr. Paul Banahane Adjei, interim Associate Vice-President (Indigenous Research), and interim Dean, School of Social Work entitled “<i>The Scientization of Race and Black Pathology</i>”, a very insightful presentation. This was followed by updates provided by Equity, Diversity and Inclusion co-leads, Ms. Tracey Pittman, and Dr. Dolores McKeen; Internationalization project team with presentation by co-lead Ms. Cindy Whitten and sub-groups leads, Mr. Brian Kerr, Dr. Bolu Ogunyemi, and Dr. Ann Dorward.</li> <li>- On behalf of the Dean, I would like to thank the planning committee (Dr. Shane Arsenault, Ms. Terri Coles, Dr. Ann Dorward, Ms. Tina Hickey, Ms. Gerona McGrath, Dr. Dolores McKeen, Ms. Cindy Whitton, and Dr. Margo Wilson), the presenters and the participants for the planning ½ days. Also, many thanks to Ms. Denise Hooper, and Ms. Tracy Osmond for helping with the logistics on both days.</li> <li>- Science, Health and Research Education (SHARE) Summit was held on Thursday, November 10, 2022. Full day of events with presentations from partnerships between innovators, patients, health care professionals, and researchers with the goal of</li> </ul>	

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	<p>improving services, delivery, and outcomes in health care. This event is a continuation of a partnership between Quality of Care NL and NL Support Unit, Patients Orientated Research, which are supported by CIHR and the provincial government.</p> <ul style="list-style-type: none"> <li>- Memorial University Research Week will be held on November 21-25, 2022. The Faculty of Medicine will host or participate in the following events: <ul style="list-style-type: none"> <li>• <b>Inaugural Women's Health Research Event</b> (Dr. Laurie Twells, FoM and Dr. Katie Wadden, HKR, Monday, November 21, at 9:00 a.m.)</li> <li>• <a href="#"><u>How Public Engagement Makes Research Better: A Research Week Engage Memorial Panel</u></a> (Chaired by Dr. Margaret Steele, Tuesday November 22 at 10:00 a.m.)</li> <li>• <b>The World is Running Out of Antibiotics</b> (Quality of Care, NL, Tuesday, November 22, at 12:00 p.m.)</li> <li>• <b>NLCAHR: Bring Your Ideas! The Research Exchange Group on Mental Health</b> (Wednesday November 23 at 12:30 p.m.)</li> <li>• <b>FoM Brewing Research</b> (Dr. Laurie Twells, Quidi Vidi Brewery Wednesday November 23, at 7:00 p.m.),</li> <li>• <b>Enhance your Research with Centre for Analytics, Informatics and Research</b> (CAIR and NL Support, Thursday November, 24, at 11:00 a.m.)</li> <li>• <b>NLCHR: Advance Care Planning for the End of Life</b> (Thursday November, 24, at 12:30 p.m.)</li> <li>• <b>NLCAHR A Special Talk from the UK about Autistic Identity and Addictions</b> (Friday November 25 at 11:30 a.m.)</li> <li>• <b>Reflecting on COVID-19 and Preparing for the Next Pandemic</b> (National Panel organized by Dr. Rod Russell, Friday November 25 at 2:00 p.m.)</li> </ul> </li> </ul>	
Culture of Excellence Progress Report	<ul style="list-style-type: none"> <li>- Drs. Laing and Coombs provided a presentation on the Culture of Excellence Progress report. The presentation was well received.</li> <li>- Dr. Coombs thanked Dr. Tabrizchi for the suggestion on creating timeline. It was really helpful.</li> </ul>	

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	<ul style="list-style-type: none"> <li>- The presentation provided an update on the team membership (current and past), heat maps from July 2020 and June 2022, the work accomplished to date. Dr. Coombs highlighted the following recommendations:               <ul style="list-style-type: none"> <li>• The development of professionalism modules – the clinical module has been launched; the academic version for faculty and graduate students hoping to have launched by the end of year; administrative version is in early stages of development.</li> <li>• R6 – Report Card – All the initiatives and anything related to professionals and mistreatment, harassment, sexual harassment, and the fact that we need to bring that together into a report and just so that we can measure. Are we having any impact or making any change?</li> <li>• R12 - Anonymous Online Reporting System for Learner Mistreatment which has been launched through the MIMS system.</li> <li>• R16 – the Equity Speaker Series with three (3) speakers for this year.</li> <li>• R25 - Undergraduate Curriculum Review for content related to 2SLGBTQIA+ Issues.</li> <li>• R29/R34 – there have been three (3) professionalism moments highlighting gender diversity and inclusion.</li> <li>• R31 - Professionalism Training, includes Cultural Differences. Had the professionals and modules reviewed and revise to include a discussion of cultural differences, especially as it pertains to communication. And this is something would like to see continue going forward for all professionals and related training to be reviewed by the assistant dean of social accountability, to ensure the training includes these discussions.</li> <li>• R2 – Mistreatment survey and the Mistreatment Survey timeline. It was noted they will be doing a road show in the new year to share the second Mistreatment Survey results. Will be returning the December 20, 2022 Faculty Council meeting</li> </ul> </li> </ul>	

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	<p>to share the results of the second Mistreatment Survey.</p> <ul style="list-style-type: none"> <li>- Dr. Laing highlighted the priority areas for 2022-23, which include, for example, a third mistreatment survey, professionalism modules for academic and administrative staff, review affiliation agreements, and Faculty Wellness, Equity and Professionalism and how there is a need for a permanent office of professionalism.</li> </ul>	
<p>Vote: Notice of Motion for Admissions Calendar Changes presented during October 18, 2022 meeting</p>	<p>Dr. Tabrizchi brought forward the Notice of Motion for the Admissions calendar changes presented during October 18, 2022 meeting for a vote. He noted there were incidental amendments to the calendar changes with the most noteworthy change being a change from 14 days to seven (7) days and now to three (3) days in point # 8 - “Applicants offered a place on the reserve list must confirm or decline the offer in writing within <i>three (3) seven (7) 14 days...</i>”.</p> <p>The motion “<i>the proposed calendar changes tabled as a notice of motion for the Admissions to the degree of Doctor of Medicine on October 18, 2022 go forward to the Senate Committee on Undergraduate Studies (SCUGS) subject to language and style changes</i>” was moved by Dr. Brenda Wilson; seconded by Dr. Dolores McKeen. Calendar changes were accepted with the incidental amendments. <b>Approved.</b></p>	
<p>Notice of Motion for changes to Cancer &amp; Development graduate course changes/ updates:</p> <ul style="list-style-type: none"> <li>• MED6590 (existing course revision) <i>Imaging and Spectroscopy for Biomedical Science</i></li> <li>• MED6591 (existing course revision) <i>Current Approaches to Biomedical Research</i></li> <li>• MED6578 (new regular course) <i>Gross Anatomy I</i></li> <li>• MED6579 (new regular course) <i>Gross Anatomy II – Offered over Special</i></li> </ul>	<p>Dr. Ann Dorward presented the Notice of Motion for changes to Cancer &amp; Development graduate course changes/updates:</p> <ul style="list-style-type: none"> <li>• MED6590 (existing course revision) <i>Imaging and Spectroscopy for Biomedical Science</i></li> <li>• MED6591 (existing course revision) <i>Current Approaches to Biomedical Research</i></li> <li>• MED6578 (new regular course) <i>Gross Anatomy I</i></li> <li>• MED6579 (new regular course) <i>Gross Anatomy II – Offered over Special Timeframe (winter and spring).</i></li> </ul> <p>Dr. Dorward reported all courses have been offered before and the reason for the proposed course changes are to tidying up these courses in the calendar and allow students to use these courses toward their degree.</p>	

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<p><i>Timeframe (winter and spring).</i></p>	<p>These courses have diverse offering and can attract learners from outside of BioMedical Sciences.</p> <p>The item will be brought forward for vote during the December 20, 2022 meeting. Please send any questions to <a href="mailto:rgs@med.mun.ca">rgs@med.mun.ca</a>.</p>	
<p>Notice of Motions for calendar changes to:</p> <ul style="list-style-type: none"> <li>• Cancer &amp; Development program proposed program name change to <b>Bioscience of Health and Disease</b> with respective calendar description updates for the program (MSc, PhD) and the course offerings.</li> <li>• Human Genetics &amp; Genomics program – minor calendar edits with reference to updated courses MED6590 and MED6591 course changes.</li> </ul>	<p>Dr. Ann Dorward presented the Notice of Motions for calendar changes to:</p> <ul style="list-style-type: none"> <li>• Cancer &amp; Development program proposed program name change to <b>Bioscience of Health and Disease</b> with respective calendar description updates for the program (MSc, PhD) and the course offerings.</li> <li>• Human Genetics &amp; Genomics program – minor calendar edits with reference to updated courses MED6590 and MED6591 course changes.</li> </ul> <p>Dr. Dorward reported the changes included updating the language, the name of the program as well as the eligible courses to complete the degree requirements.</p> <p>The item will be brought forward for vote during the December 20, 2022 meeting. Please send any questions to <a href="mailto:rgs@med.mun.ca">rgs@med.mun.ca</a>.</p>	
<p>Notice of Motion: Terms of Reference for the Graduate Studies Curriculum Committee</p> <p>For information: Terms of Reference for Graduate Studies Advisory Committee</p>	<p>Dr. Ann Dorward presented the Notice of Motion for the Terms of Reference for the Graduate Studies Curriculum Committee (GSCC) as well as for information, the Terms of Reference for Graduate Studies Advisory Committee (GSAC).</p> <p>Dr. Dorward reported that during the April 19, 2022 Faculty Council meeting, it had been suggested to increase the graduate student representatives on the GSCC to two (2), and to ask MGSS if they would be interested in an additional representative. MGSS was consulted and they were interested in the additional member.</p> <p>The Terms of Reference are now being brought forward with the recommended change for the Graduate Student membership complement. Item #7 has been updated to reflect the change – <i>“Two graduate student representatives selected by the Medical Graduate Student Society (MGSS); normally, one graduate</i></p>	

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	<p><i>representative from a BMS program and one graduate representative from a CHH program.”</i></p> <p>The Terms of Reference for GSAC is being brought forward as an FYI only.</p> <p>The item will be brought forward for vote during the December 20, 2022 meeting. Please send any questions to <a href="mailto:rgs@med.mun.ca">rgs@med.mun.ca</a>.</p>	
Senate Update	<p>Dr. Kendall highlighted:</p> <ul style="list-style-type: none"> <li>- Dr. Timmons opening remarks regarding some changes to convocation including the rationale for the removal of the Ode to Newfoundland.</li> <li>- The search for the Dean, School of Arctic and sub-Arctic Studies has concluded.</li> <li>- Enrolments, in general, are down a couple of percent.</li> <li>- Admission’s processing time has significantly improved with a next day response.</li> <li>- Report from the School of Arctic and sub-Arctic and indicated how they engage with the community in operating the school. It has direct community oversight.</li> <li>- There were reports from the Senate Committee on Undergraduate Studies and Report of the Academic Council of the School of Graduate Studies.</li> </ul>	
Academic Search Updates	<p>Ms. Pittman reported:</p> <ul style="list-style-type: none"> <li>- The Review Committee for the Chair of Pediatrics is completing their work with a Committee recommendation expected soon.</li> <li>- The Search Committee for the Chair of Psychiatry has completed the interviews. A recommendation is expected soon.</li> <li>- There are three (3) BMS searches. One recommendation for hire has been sent to the Provost for approval; the Clinical Anatomy position is now being advertised.</li> <li>- Deadline on ads for two CHH positions, and they are working on shortlists.</li> <li>- 2022-2023 Promotion &amp; Tenure Committees (MUNFA) are continuing to work on the applications;</li> </ul>	

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	<p>for candidates in the non-bargaining clinical, are still requesting and receiving external review letters. If we exhaust the list of reviewers, which you have provided, Ms. Regina Edwards will be reaching out to you. Because of the tight timelines, the quicker you respond to her the better. P&amp;T Committee (NBU) will be meeting later this month to begin their work.</p>	
Any Other Business	None.	
Adjournment	<p>Dr. Tabrizchi thanked everyone for attending the meeting.</p> <p>The next meeting is scheduled for <b>Tuesday, December 20, 2022, 4:30 pm.</b></p>	

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