



Faculty of Medicine

**Faculty Council
Minutes**

Tuesday, January 17, 2023

4:30 pm

Attendees: Zaina Albalawi, Stacey Alexander, Janna Andronowski, Janet Bangma, Jane Barron, Samuel Bourassa-Blanchette, Valerie Booth, Jennifer Connor, Vernon Curran, Diana De Carvalho, Ann Dorward, Alison Farrell, Michael Grant, Taryn Hearn, Tina Hickey, Kathy Hodgkinson, Andrew Hunt, Edward Kendall, Susan MacDonald, Dolores McKeen, Virginia Middleton, William Midodzi, Pamela Morgan, Gerald Mugford, Rachel Prowse, Danielle O’Keefe, Darren O’Rielly, Tracy Osmond, Kristen Romme, Rod Russell, Eric Sala, Jessica Skinner, Douglas Smith, Darek Sokol-Randell, Margaret Steele (Chair), Michelle Swab, Reza Tabrizchi, Paul Tucker, Laurie Twells, Cathy Vardy, Mike Wahl, Brenda Wilson

Regrets: Simon Kirby, Kara Laing, Linda Magnusson, Tracey Pittman

Topic	Details	Action Item and Person Responsible
Welcome and Introduction	Dr. Steele welcomed everyone to the meeting both in person and virtually.	
<ul style="list-style-type: none"> Review of Agenda Conflict of Interest 	<ul style="list-style-type: none"> Dr. Michael Grant moved approval of the agenda; seconded by Dr. Edward Kendall. COI - none noted; agenda approved. 	
Review and approval of prior minutes of December 20, 2022	– Dr. Edward Kendall moved approval of the minutes; seconded by Dr. Reza Tabrizchi. No abstentions. Minutes approved.	
Dean’s Updates	<p>– Policy Updates – <u>Faculty of Medicine</u></p> <p>Dr. Steele noted the Senior Management Committee was consulted for both policies. The policies were then presented to Senior Executive Committee for final approval.</p> <ul style="list-style-type: none"> Housing Policy – this policy applies to both undergraduate and postgraduate students and has been updated. The purpose of this policy is to outline the principles for selecting, 	

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	<p>maintaining and providing housing to eligible Learners in the FoM. To provide standards to individuals involved in the organization, delivery and utilization of housing provided by the FoM.</p> <ul style="list-style-type: none"> ● Special Purpose Funds Policy – is a new policy. The purpose of this new policy is to provide guidance for the administration, review and management of Special Purpose Funds in the Faculty of Medicine. <p><u>University-level Policies</u></p> <p>Respectful Learning Environment (which replaces the Academic Appeals) and the Student Code of Conduct will be going forward to the President’s Advisory Team (PAT) in February, 2023 and then onto the Board of Regents in March, 2023.</p> <p>There was a question by Dr. Dorward on whether the Respectful Learning Environment and the Student Code of Conduct will be circulated to the university community again for consultation. Dr. Steele indicated that there has already been two consultations and there has been consideration and incorporation of the feedback received into the policy.</p> <ul style="list-style-type: none"> – Inaugural International Congress on Academic Medicine (ICAM) conference will take place in Quebec City, from April 13 to 18, 2023. Registrations are now open - https://www.afmc.ca/registration-is-open-for-icam-2023/. Early bird registration is January 31, 2023. Registration is open to learners, faculty, administrative staff as well as patients. Dr. Steele encouraged attendance and shared examples of the agenda items. – Senior Academic Administration has been working on a contingency plan in the event of a MUNFA strike and all communications will come from Central Communications. There was a note sent out yesterday providing high level information. Dr. Steele noted that non-bargaining Clinical Faculty will continue working and if any MUNFA faculty member has questions about their specific circumstances, they should contact the union. 	

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	<ul style="list-style-type: none"> - Congratulations to Dr. Conor Maguire, Discipline of Radiology, on being appointed as a Member to the Order of Canada for his work in Nuclear Medicine. 	
UPEI Update	<p>Dr. Vardy reported:</p> <ul style="list-style-type: none"> - The UPEI campus will be onsite in Charlottetown, PEI. Have started preparing the ground for the building. The official ground breaking ceremony has not happened yet. - The plans are being finalized for the design of the building with tweaking of the building plans happening now. - This will be a joint program with graduates having a joint degree from both Memorial and UPEI. The program will begin under Memorial's accreditation and then move to UPEI once their accreditation is finalized. - The search for an Associate Dean is moving along. The person will reside in PEI. Search has closed and there is a short list of candidates and currently organizing interviews. - Search for the inaugural Dean happening currently. Dr. Steele reported that she is a member of this committee and they have a medium list of candidates. - Ms. Virginia Middleton and Ms. Terri Coles will be meeting with Ms. Nicole Phillips, UPEI Communications to discuss a communication plan for both UPEI as well as the FoM. - Encouraged to subscribe to the UPEI Faculty of Medicine E-Newsletter - https://www.upei.ca/medicine/news. - Actively preparing the accreditation document under Memorial's accreditation. This is a supplementary document. - Have hired Mr. Paul Young as the Chief Operating Officer. Working with Paul Tucker on administrative duties as well as working with the committees looking at the human resources needs. - Looking at the unit structure for undergraduate, learner wellbeing and success and the timing to when people need to be hired. 	

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	<ul style="list-style-type: none"> - Many committees continue their work and there is community outreach happening. Just held a town hall with UPEI faculty. UPEI is appreciative of all the work and how great the faculty, staff are with proceeding with the new program. - If you have any questions, please contact Dr. Vardy at cvardy@mun.ca. 	
Budget Update	<ul style="list-style-type: none"> - Mr. Tucker reported budget meetings will begin this week. There are about 30 meetings which are scheduled between January – late March. At this point, projecting small deficit of \$1.5M for this year. - Dr. Steele provided some updates on proposals submitted to government – <ul style="list-style-type: none"> ● The government previously approved five (5) new international medical graduate family medicine residency seats. We are hoping this funding will be in our budget next year. ● Have five (5) of the ten (10) New Brunswick seats for Newfoundland. So they will give \$100,000 a seat, which is increased from the \$50,000 received from New Brunswick. ● A proposal on Geriatrics including both expansion of the enhanced skills for Family Medicine Care of Elderly as well as the development of a Geriatric Medicine Royal College of Physicians and Surgeons of Canada residency program has been submitted. ● The government has asked for a proposal on the development of a Hospitalist Residency Program. This proposal is being led by Dr. Sohaib Al-Asaad. ● The FoM has requested an increase in the base budget. - Dr. Margaret Steele and Mr. Paul Tucker will be meeting with the Complement Advisory Committee (CAC) on January 18, 2023 to discuss the issue of conversion of term contracts to tenure track and requests to recruit that were approved by the Provost’s Office. - Dr. Kendall asked other than the base budget request will the other proposals provide any growth. Mr. Tucker noted that no this is incremental funding. 	

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	Dr. Steele noted that there is a mitigation plan for a deficit.	
Senate Update	<p>A report on the January 2023 meeting for Senate was circulated.</p> <p>Dr. Kendall highlighted:</p> <ul style="list-style-type: none"> - Dr. Timmons highlighted the opening of the technology centre in Corner Brook that she attended and how this was positive. - The Registrar provided a report on undergraduate registration and the impact of Covid. Dr. Kendall noted the student retention and progress outside of Medicine is a problem. Dr. Wilson observed that just over 30% of students had dropped their program by four years from initial enrolment, and nearly half had still not completed by that time. - The Calendar Changes for Admissions, Faculty of Medicine were approved. - Report on the Auditor General’s Audit – Dr. Kendall noted that legislation requires this audit. Audit limited to overall large audit management and expenses associated with senior management. Will be looking at both the effectiveness of oversight and functions in place for items such as budget control. - The Senate reform review is going quite well. Items that will likely change include the functions of Senate Committees and how they interact. Dr. Kendall mentioned how neither a graduate senate committee nor indigenous affairs committee exists. The committee is looking at the governance, and internal processes and exploring solutions on efficiency. <p>Review of the community is currently happening with faculty and staff. Question to Faculty Council is should they also seek feedback from graduates. Staff and faculty interviews are currently underway but should we reach out to graduates.</p> <ul style="list-style-type: none"> - Dr. Steele reported there is a search committee for the Provost and Vice President (Academic). Representation from Medicine includes Margaret Steele, Craig Moore and graduate student, Hilary Hennessey. 	

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Academic Search Updates	<p>Dr. Steele reported:</p> <ul style="list-style-type: none"> - Congratulations to Dr. Sarah Noble on her appointment as the new Chair of Psychiatry. Thank you to Dr. Weldon Bonnell for serving as the interim Chair of Psychiatry while the search was being conducted. - Dr. Geoff Zbitnew is currently the interim Chair of Anesthesia. A search for the Chair in Anesthesia will start in the near future. - Dr. Paul Dancey has been reappointed as Chair of Pediatrics by the Provost. - There is a failed search for the Chair of Radiology. Dr. Collingwood has agreed to continue as interim. - Dr. Tevye Stachniak is a new faculty member joining the Division of Biomedical Sciences in January, 2023. - The Assistant Professor of BioMedical Sciences - Clinical Anatomy - Application Deadline has been extended to February 22, 2023. - The 2022-2023 Promotion and Tenure Committees for both MUNFA and non-MUNFA are continuing their work. The MUNFA appointments for non-decision year are completed, the MUNFA appointments for Tenure promotion to Associate Professor are nearing completion; and MUNFA promotions to Professor, applications are next to review. The non-bargaining unit will begin review of applications in February. 	
Any Other Business	None.	
Adjournment	<p>Dr. Brenda Wilson moved adjournment of the meeting; seconded by Dr. Michael Grant. Meeting adjourned.</p> <p>The next meeting is scheduled for Tuesday, February 21, 2023, 4:30 pm.</p>	