



Faculty of Medicine

Faculty Council Minutes

Tuesday, April 27, 2021

4:30pm (via WebEx)

Attendees: Tanis Adey, Lindsay Alcock, Janna Andronowski, Tracey Bridger, Daphne Crane, Paul Dancey, Regina Edwards (Recording Secretary), Alison Farrell, Laura Gillespie, Melanie Greene, Diana Gustafson, Taryn Hearn, Brian Kerr, Eden Kinzel, Renee Lester, Victor Maddalena, Virginia Middleton, Pam Morgan, Danielle O’Keefe, Amanda Pendergast, Tracey Pittman, Patricia Power, Jeremy Pridham, Daryl Pullman, Stephanie Reid, Greg Radu, Kristen Romme, Rod Russell, Kim St. John, Margaret Steele (chair), Teri Stuckless, Michelle Swab, Reza Tabrizchi, Paul Tucker, Jacqueline Vanderluit, Cathy Vardy, Mary Wells, Brenda Wilson, Margo Wilson.

Regrets: Krisztina Bajzak, Janet Bangma, Jane Barron, Michael Bautista, Ann Dorward, Norah Duggan, Ed Kendall, Pam Snow

Topic	Details	Action Item and Person Responsible
Introduction and Welcome	The Dean thanked everyone for joining the meeting. She asked if there were new members present to be introduced. Participants were reminded to use the “chat” function for questions or comments.	
<ul style="list-style-type: none">Review of AgendaConflict for Interest	<ul style="list-style-type: none">Dr. Cathy Vardy moved approval of the agenda; seconded by Dr. Greg Radu.COI - none noted; agenda approved.	
Review and approval of prior minutes of March 16, 2021	Approval of the minutes moved by Dr. Reza Tabrizchi and seconded by Dr. Greg Radu. Minutes approved.	
Dean’s Updates	The Dean reported on the following items: <ul style="list-style-type: none">The Canadian conference on Medical Education (CCME) 2021 was held virtually in St. John’s last month, with almost 1000 attendees. She thanked the Planning Committee for their work, and Ritchie	

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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	<p>Perez for the promotional video. She also thanked those involved as presenters and moderators.</p> <ul style="list-style-type: none"> • The Dean acknowledged those faculty who are in leadership roles with the Association of Faculties of Medicine of Canada (AFMC): Dr. Tanis Adey, Dr. Vernon Curran, Mr. Sean O’Neill, Dr. Greg Radu, and Dr. Cathy Vardy, and the Dean herself will be the Chair-Elect of the AFMC Board. • The Dean noted that our students did well for the most part on National CaRMS Day (to be included as part of Dr. Greg Radu’s report). • National Administrative Professionals Day: there were two dates to thank your administrative team-- April 27 (American), and April 24 (Canadian). Please acknowledge your administrative team who do so many things to ensure our academic mission is fulfilled. • The Mistreatment Survey is released and the Dean asked that learners, staff and faculty be encouraged to complete. This is a follow-up to the previous survey and it is important to see how implemented initiatives are working. • The SRPC Rural and Remote Conference 2021 was held last week with awards given to Dr. Peter Barnes (Fellowship and Rural and Remote Medicine), Dr. Margo Wilson (Rural Heart Award), and the Medical School received the Keith Award recognizing that we have the most graduates practicing in rural medicine ten years after graduating. • The Dean then asked for any questions, or other announcements. 	
<p>Dr. Taryn Hearn, Faculty Undergraduate Accreditation Lead</p>	<p>Accreditation Moment (to be a monthly event): Today’s Moment is a reminder of the Health Provider Conflict of Interest Policy. These Accreditation Moment slides can be used in any Discipline or Divisional Meetings, Management Groups, etc., for items to be aware of, in preparation for Accreditation on April 3-5, 2022. This COI Policy should be familiar to students, faculty and staff and states that all reasonable efforts should be undertaken to ensure that health professionals providing services to a learner do not have a current or future involvement in the academic assessment decisions regarding promotion and graduation. If you wish to get</p>	

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	<p>involved, please contact Dr. Taryn Hearn, or Mr. Brian Kerr. Link to slides: https://www.med.mun.ca/Accreditation/Accreditation-Moments.aspx</p>	
Dr. Margaret Steele	<p>National Accreditation - The Dean reported on the last AFMC meeting at which discussion was held on the LCME (American) and CACMS (Canadian) accreditation processes, as the MOU will be expiring in September 2021. She held a number of meetings with our stakeholders, and feedback is sought from everyone. She presented the PowerPoint slides (see attached) and reviewed a brief history of the accreditation process with dual reporting and joint visits. When Canadian schools are assessed against LCME, it can be quite different, with examples such as our Social Accountability, Indigenous peoples of Canada, and languages (in Canada using French and English, and in the US, using Spanish and American English). To continue with the both accreditations is to be subject to the harsher decision of both LCME and CACMS. The AFMC is looking for responses to (1) Does your school see value in continuing a relationship with LCME requirements? (2) Would your school want AFMC to negotiate a revised MOU using the terms of a new LCME position? (3) In the event that a new MOU is not negotiated, would your school consider seeking separate accreditation in addition to accreditation of CACMS? The Dean asked for comments, and if faculty felt comfortable moving away from the LCME. Some discussion occurred on this topic. The Dean asked if anyone was opposed to doing this, and for any comments by May 7.</p>	ACTION: Regina to send the ppt presentation on LCME and CACMS Accreditation
Dr. Reza Tabrizchi, for Dr. Ann Dorward, Associate Dean, RGS	<p>RGS Notice of Motion - Dr. Tabrizchi brought forward three motions for the vote, as discussed at last month's Faculty Council (1) New course, which will be a regular course offering, MED 6285 Introduction to Applied Health Services Research. Moved by Dr. Mary Wells and seconded by Dr. Janna Andronowski. Discussion was opened and the vote was held. Motion carried. (2) Changes to the program title for the genetics program to Human Genetics and Genomics, to better reflect the focus of the program based on the field and faculty expertise. Moved by Dr. Cathy Vardy and seconded by Dr. Diana Gustafson. Discussion was opened and then the vote was held. Motion carried.</p>	

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	<p>(3) A change to the Master’s of Applied Health Services Research (MAHSR) as per Regulation 3.2.1.3, which is in partnership with three other universities. Motion is to complete five courses (instead of seven), with three mandatory courses--one of which includes the new MED 6285 above--and two electives. Moved by Dr. Brenda Wilson and seconded by Dr. Mary Wells. Discussion was opened, and then the vote was held. Motion carried.</p>	
	<p>Reports from COVID-19 Task Force Committee</p>	
<p>Dr. Greg Radu, Associate Dean, Office of Learner Well-Being and Success</p>	<p>Dr. Radu reported the following:</p> <ul style="list-style-type: none"> • CaRMS Match resulted in the vast majority of learners being successfully matched to Canadian residency training programs. For earners who did not match, options are being explored in the second iteration of CaRMS. These learners may reach out to faculty for new reference letters. • LWS are working on filling the vacant Director position in Fredericton, NB, and the Events Coordinator position. • LWS are continuing their high activity level with events programming, and held a "Meeting with Mentors" virtual event for UGME learners on March 22, which was well attended. A virtual “Financial Fair” for UGME and PGME learners was held on March 30, which was also well attended. LWS helped develop and deliver the virtual AMEE-ESME four-day “Course in Learn and Faculty Well-Being” from April 6 to 9. Well-Being Consultants organized a Wellness Spring Challenge running from April 12 to May 7. On May 11, LWS will host our own virtual engagement event, "Together Even When Apart" to give UGME and PGME learners the opportunity to discuss their well-being successes and challenges. Ms. Tina Pomroy, LWS consultant, will host virtual weekly meditation sessions for learners, faculty and staff on Tuesdays at 12:30 p.m. continuing to May 25. LWS consultants also recommenced "the Gathering Rounds", a peer support program for undergraduate learners on May 4. • LWS created a partnership with SWCC and OPED for research activities to further nurture connections. 	

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	<ul style="list-style-type: none"> • LWS continues their visual presence with up-to-date information and creation of flowcharts and maps, to facilitate learner engagement and clarity of programs/services, with seven flow charts and communication maps added to the website (please see the tab, "For Faculty & Staff"). • Upcoming presentations on the services available from LWS are scheduled with the Disciplines of Psychiatry, Pediatrics, and Family Medicine. • LWS continues to meet regularly and frequently with UGME and PGME learners, and learner leaders for any issues in the learning environment, and to work with other offices to ensure policies and procedures are up to date. • The Dean added the reminder about the virtual graduation ceremony. Dr. Radu confirmed the date would be June 2 at 7:00 p.m. and would follow a similar format to last year's event. The university-wide ceremony will be on June 3, called "Hat's Off." 	
Dr. Tanis Adey, Associate Dean, UGME	<p>Dr. Adey reported the following updates:</p> <ul style="list-style-type: none"> • UGME team is planning for in-person delivery of the Community Engagement 3 course for learners in Phase 3 (formerly called Black Bag), to be delivered in two 2-week blocks from May 17 to June 11. • Phase 3 In-person Summative Witnessed Physical Exams (SWPEs) are underway at the CLSC and are almost completed. A few preceptors will be necessary to do make-up delayed Summative Witnessed Physical Exams on May 4. • The MSK clinical skill sessions will be in the CLSC in May. Requests have been sent to Discipline APAs and they are being filled. There may be further requests if spots are not all filled. • The Phase 1 OSCE is June 10 and 11 and the request for preceptors has gone to Discipline APAs. • There will also likely be a need for remediation and reassessment, and the Clinical Skills Chair will be asking for preceptors. • CaRMS Match Day for the Class of 2021 was April 20, and 95% learners matched to Canadian Residency Training programs. For the second iteration of the match, there are 249 vacant residency positions from 16 disciplines across Canada; 207 of these positions are in Family Medicine programs. 	

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	<p>Memorial University has six unmatched residency positions (two in anatomical pathology and four in family medicine).</p> <ul style="list-style-type: none"> Phase 4 Learners have been contacted by the health authority to schedule vaccination appointments. Contact information has not yet been requested for learners in Phases 2 and 3 but it is anticipated. Residency Preparation - The compressed timeline for the CaRMS R1 Match necessitates the immediate commencement of application to the College of Physicians and Surgeons in the province of residency training. The CPSNL outlined their required process for learners beginning residency training on July 1, 2021: https://www.med.mun.ca/getdoc/a4ea3c06-5473-4952-8356-828dca3e8895/College-of-Physicians-and-Surgeons-of-NL.aspx “. . . individuals who have an incomplete application as of June 25 will not be permitted to start training on July 1.” At the AFMC April 18th Board meeting, the recommendation from the AFMC Committee on Undergraduate Medical Education (UGME) was that there be no visiting electives for the class of 2022. It was approved (a) any exceptions (where there is no ability to provide a particular clinical experience in the home school) will be considered by the UGME Committee on a case-by-case basis (b) This policy does not apply to core rotations which are completed outside of the home schools. The recommendation was the culmination of extensive discussions and careful consideration of factors relating to the uncertainty in the evolving pandemic; varied provincial public health by province, region and hospital; and the inability of schools to provide capacity estimates. 	
<p>Dr. Cathy Vardy (for Dr. Sohaib Al-Asaad, Associate Dean, PGME)</p>	<p>Dr. Vardy briefly reported for Dr. Sohaib Al-Asaad:</p> <ul style="list-style-type: none"> As noted, there were six unmatched residency positions, and PGME is busy looking toward the second iteration. July 1st is the start date and learners were advised to be ready. She noted that faculty cannot ask if a learner has been vaccinated as this is personal health information 	

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Dr. Reza Tabrizchi, Vice Dean, RGS	<ul style="list-style-type: none"> • Dr. Tabrizchi reported an update relating to international graduate students coming to Canada. The length of time for the required paperwork and permits is many weeks, so both students and faculty will need to be patient, as this may create issues for programs. • He added a reminder to faculty about the use of research space. The office of Health and Safety require a vetted plan in place, and to ensure that learners and all research teams are aware of the plan. Individuals coming to campus should have an activity report filed in advance. In addition, if anyone outside of the research team visits the space for any reason, a log needs to be kept. 	
Mr. Paul Tucker, Chief Operating Officer	<p>Mr. Tucker reported the following:</p> <ul style="list-style-type: none"> • No updates on administrative staff returning to work at the moment. Staff can request to return to campus but must complete the Activity Form. • Renewals of parking permits (due to expire April 30) has been extended, with any updates coming via Newline. • The anatomy suite is close to being finalized with Phase 3 to be completed by the end of August. • Eastern Health received gloves and other PPE from the federal government, which cannot be used by clinicians, but are available for use by medical labs and researchers. • He encouraged visits to tour the newly completed Anatomy Lab. The Dean added she hoped a little celebration could be had, once we return to campus. 	
Academic Search Update – Ms. Tracey Pittman, Academic Affairs Manager	<p>Ms. Pittman reported the following:</p> <ul style="list-style-type: none"> • Because of COVID-19, the Promotion and Tenure (P&T) deadlines were extended by 20 working days. All committees have submitted their recommendations. The Dean will add her recommendations, with the expectation that the President’s decisions will be released by June. • We are now forming the P&T Committees for next year, and the call for nominations has been emailed. • The Review Committee for the Associate Dean of Community Health and Humanities has submitted their recommendation. 	

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	<ul style="list-style-type: none"> • The Review Committee for the review of the Chair of the Discipline of Medicine has been formed. • A Review Committee for the review of the Associate Dean, LWS, is being formed. • Interviews for the Vice Dean, Education and Faculty Affairs are now completed. • Two upcoming searches to be advertised are the Director, NLCAHR, and the Assistant Dean of Clinical Research. • Dr. Rod Russell asked about the hiring freeze and new positions. Ms. Pittman replied that tenure-track positions were not being approved just now. The Dean added that she was advocating to the President for positions. She has also spoken with the new Provost, in advance of assuming the appointment in August 2021, to press for positions but all are being delayed due to the financial situation of the University. 	
Dr. Tanis Adey, Associate Dean, UGME	Dr. Adey brought forward a proposal to update the UGME Terms of Reference (last update was 2014). The proposed changes are in keeping with other Canadian medical schools (as per the distributed documents). Moved by Dr. Taryn Hearn and seconded by Dr. Janna Andronowski. Discussion included a note that a representative is not included for instructors. However, in the interest of having changes ready now to meet accreditation requirements, this could be looked at following the completion of the accreditation process. The vote was called, and motion carried.	
Ms. Melanie Greene, Policy Analyst	Ms. Greene reported that the Faculty Council bylaws are up for review next year (distributed with the agenda), and should be updated in time for accreditation. The last review was in 2017. At this time, feedback is sought from faculty. Suggestions or revisions can be emailed to melaniejg@mun.ca or policy.analyst@med.mun.ca by May 11. This will be brought forward at the next Faculty Council meeting for a vote.	
Any Other Business – Dr. Margaret Steele	There was no other business. The Dean thanked everyone for staying a little longer.	
	Adjournment at 5:39 p.m. Next Meeting is scheduled for Tuesday, May 18, 2021	