

**Faculty Board Executive  
Minutes**

**Friday, October 6, 2017, 10.30 – 11.30 a.m.  
Kelly Board Room, Macklem House**

**ATTENDEES:** Dana Edge (Chair), Calida DeJong (SRT student delegate), Michael Kawaja, Marcia Finlayson, Jennifer Medves, Cale Templeton (SOM), Alexandra Palmeri (SON) and Richard Reznick.

**1. Approval of Agenda – Dana Edge**

Addition of 4.3 - Report to Senate on October 31<sup>st</sup> under the Chair's Report.

Motioned by Jennifer Medves, seconded by Marcia Finlayson.

***All in favour: motion carried***

**2. Approval of minutes of May 15, 2017 – Dana Edge**

Motioned by Jennifer Medves, seconded by Marcia Finlayson.

***All in favour: motion carried***

**3. Matters Arising**

*3.1 SOM/SON Degree list reporting*

Approved on May 15<sup>th</sup>, 2017 and reported to the Registrar's office by Dr. Edge.

*3.2 MD/PhD - MD/Master's Committee Member Nomination*

Dr. Edge alerted Dr. Brian Bennett on May 23, 2017 that the committee had approved the nomination of Dr. Graeme Smith.

*3.3 PGME Tribunal Members Update – electronic vote approval*

Electronic vote held on June 9<sup>th</sup>, Postgraduate Medical Education program were alerted that the committee had approved their Tribunal Members Update.

*3.4 BHSc Omnibus Report– electronic vote approval*

Approved by electronic vote on August 1<sup>st</sup>.

*3.5 Senator Electronic Vote*

Dr. Medves was elected for the School of Nursing, this was conveyed to the Secretariat early in June 2017. There was a senator electronic vote in the School of Medicine and Dr. MacLeod was elected, notified August 16<sup>th</sup>, 2017. Lon Knox to be consulted regarding the Senate procedures if a representative is on leave.

***Action: Dr. Medves***

*3.6 Keynote Speaker – Faculty Board 2018*

Confirmation on September 13<sup>th</sup>, 2017 that Dr. Carrie Bourassa is going to be the keynote speaker on February 15<sup>th</sup>, 2018. Kate Minor and Dr. Edge will be organizing meetings with the speaker prior to her presentation. They will also work on getting media notification to all schools in the Faculty. Flights have been booked for Dr. Bourassa.

#### **4. Chair's Report – D. Edge**

##### **4.1 Update Faculty Board Handbook**

Dr. Edge to work on updating the handbook and send any major changes electronically to the board. If there are major changes it needs to go to Faculty Board in February 2018. **Action: Dr. Edge**

##### **4.2 For-Credit Certificate for Global Health Proposal, Office of Global Health**

Topic was discussed last meeting, concerns sent by Dr. Edge to the committee. Jennifer Carpenter and Linda Chan were to meet with Dean's Office as to the processes. Dr. Reznick recommended that Jennifer Carpenter work with Leslie Flynn so she can assess and advise what steps are to be taken to obtain approval. Dr. Edge to speak to Dr. Flynn to explain the situation as Global Health reports to Dr. Flynn. This decision may need to go to SOMAC then to Faculty Board Executive. **Action: Dr. Edge**

##### **4.3 Report to Senate on October 31<sup>st</sup>**

Dr. Edge will be reporting to Senate in terms of the Faculty of Health Sciences on October 31<sup>st</sup>.

#### **5. Graduate Application Status Report**

Dr. Edge has received information from Dr. Bennett which she will forward to members of the board. Generally, the graduate numbers have improved compared to last year with an intense effort to increase graduate enrolments. The Master's side has been more successful than the PhD side. **Action: Dr. Edge**

#### **6. School of Nursing, Final Degree Lists – Jennifer Medves**

A memorandum from the Associate Director of the Graduate Programs was distributed to the Executive. The memo states that the student has fulfilled the requirements of their degree programme and is to be recommended to the Senate Committee of Academic procedures for approval to grant the primary Care Nurse Practitioner Certificate. A memorandum from the Undergraduate Academic Progress and Graduation Committee was distributed to the Executive. The memo states that the School of Nursing has approved the 40 students and 11 students listed with Honours whose names appear on the degree list. They are to be recommended to the Senate Committee on Academic procedures for approval to grant the degree of Bachelor of Nursing Science.

Motioned by Jennifer Medves, seconded by Alexandra Palmeri.

**All in favour: motion carried**

#### **7. School of Nursing – Program name change – Jennifer Medves**

Senate Expedited Approval Submission Form attached. Motion was approved at SONAC on October 4<sup>th</sup> 2017. It was motioned that the BNSc "Advanced Standing Track" program be changed to "Accelerated Standing Track".

Motioned by Jennifer Medves, seconded by Alexandra Palmeri.

**All in favour: motion carried**

#### **8. School of Nursing – Admission Policy for First Generation Candidates – Jennifer Medves**

There was much discussion about this policy. This proposal was Initially approved at May 2017 SONAC, with friendly amendment to be made at October 4, 2017 SONAC meeting. It was motioned that the Admission Policy for First Generation Candidates to First-Entry Undergraduate Programs be approved for use in the School of Nursing.

Motioned by Jennifer Medves, seconded by Alexandra Palmeri.

**All in favour: motion carried**

**9. Any Other Business**

The Dean will be going on academic leave from January 1<sup>st</sup> – June 30<sup>th</sup>, 2018. Dr. Chris Simpson to step in as Acting Dean during this time. Dr. Dana Edge will be retiring in August 2018. Dr. Finlayson will find someone from SRT to chair Faculty Board Executive beginning next year. The new chair may be invited ex officio to next meeting.

*Action: Dr. Finlayson*

**10. Adjournment**

The meeting was adjourned at 11:00 a.m.