

**Faculty Board Executive
Minutes**

**Monday, May 7 2018, 1.00 – 2.00 p.m.
Kelly Board Room, Macklem House**

ATTENDEES: Dana Edge (Chair), Marcia Finlayson, Michael Kawaja, Julia Kruizinga (SON), Jennifer Medves, Lucie Pelland (guest), Chris Simpson and Cale Templeton (SOM).

Regrets: Kelcie Brown/ Emily Weatherbed SRT

1. Approval of Agenda – Dana Edge

Motioned by Jennifer Medves, seconded by Marcia Finlayson.

All in favour: motion carried

2. Approval of minutes of October 6, 2017 – Dana Edge

Motioned by Jennifer Medves, seconded by Julia Kruizinga.

All in favour: motion carried

3. Matters Arising

3.1 Senator Electronic Vote

Dr. Medves had followed up with Lon Knox to determine if a Senator is replaced when on sick leave, and the response was that they were indeed replaced.

3.2 For-Credit Certificate for Global Health Proposal, Office of Global Health

Dana Edge had spoken with Linda Chan and she had let Dana know that this certificate was going to the SOM Curriculum Committee on May 9th for approval, after which it may come to Faculty Board Executive for approval. There was some discussion as to whether this was an FHS certificate or an SOM certificate. If the former, then the SON and SRT Curriculum committees should also be looking to approve the certificate as well. Dr. Edge will investigate.

Action: Dr. Edge

3.3 Graduate Application Status Report

Dr. Edge reported numbers from Dr. Bennett who commented that he could only provide domestic numbers and that at this time of year, the numbers were changing regularly.

SoM: For Public Health Sciences, the MPH and MSc have reached their targets of 18 and 45, respectively. For the other three programs (BMS, P& MM, NSCI) there are 25 acceptances (and 19 outstanding offers) to MSc programs compared to 40 last year at this time. For PhD programs there are 5 accepts compared to 7 at this time last year.

SoN: Target of 5 MNSc has been met, MN (PHCNP), 5 accepts vs 13 last year. I don't have the MSCHQ numbers. For the PhD, 7 accepts vs 3 last year; currently 2 over target. PhDHQ, 6 accepts; 2 over target.

SoRT: MSc , 3 offers but no accepts to date; MSc (AGHE), most offers still to go out; PhD (AGHE), 5 accepts, 1 over target; DSc (RHL), 10 accepts, 2 over target.

3.4 *New Faculty Board Chair*

It is the turn for SoRT to Chair Faculty Board and Dr. Finlayson nominated Dr. Lucie Pelland to this role. Dr. Pelland was in attendance ex officio at this meeting. Dr. Pelland to take over July 1st.

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 2019. Dr. Edge had identified that there were some committees that she had discovered were dormant in Faculty Board. **Action: Dr. Edge**

4.1.1 **Simulation Committee**

This had not met in several years. Dr. Medves commented that the committee had been constructed in the time when SOM did not have their own Simulation facilities. Now SOM does and so there is perhaps less need for this committee. Dr. Finlayson commented that there should be some method for SoRT to have input if/when necessary. There were discussions and it was decided that the Faculty Board Executive motioned to put this committee into abeyance.

Motioned by Jennifer Medves, seconded by Marcia Finlayson **All in favour: motion carried**
Action: Dana to advise the committee and update Handbook

4.1.2 **FHS Equity Issues Committee**

This committee is listed as dormant in the Faculty Board Handbook. There was some discussion and the Executive appreciated that this committee had been superseded by university wide initiatives and was no longer necessary for FHS. The Faculty Board Executive motioned to remove this committee from the Faculty Board.

Motioned by Julia Kruizinga, seconded by Michael Kawaja **All in favour: motion carried**
Action: Dana to update the FB Handbook

4.1.3 **Medical Education Advisory Committee**

This committee is listed as dormant in the Faculty Board Handbook. There was some discussion and the Executive wondered about it's purpose given that there are other committees related to education. Dr. Kawaja recommended that he speak with Dr. Sanfilippo to discuss these committees holistically. **Action: Michael Kawaja to contact Dr. Sanfilippo**

4.1.4 **Animal Care Committee**

Michael Kawaja will investigate this committee given that Animal Care is university wide.

Action: Michael Kawaja to investigate

4.2 *Report of Faculty Board Meeting*

Dr. Edge reported that the last Faculty Board Meeting had gone very well and the visit of Carrie Bourassa was well received. She also noted that 25 are needed for quorum for a Faculty Board Meeting.

5. School of Medicine, Final Degree Lists – Chris Simpson

The executive reviewed the SOM listing of 98 students to be granted the degree of Doctor of Medicine. There was some discussion as to whether this would be a “White Glove” ceremony but it was determined unlikely.

Motioned by Chris Simpson, seconded by Cale Templeton.

All in favour: motion carried

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

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 77 students and 24 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 Julia Kruizinga.

All in favour: motion carried

7. Any other business

7.1 P & P Committee Member Nomination

Dr. Kawaja spoke to the nomination of Dawa Samdup to the P&P Committee. The majority of the SOM Nominating committee were in favour of this (via electronic approval). In the absence of a SOMAC meeting, the Faculty Board Executive approved this nomination.

Motioned by Michael Kawaja, seconded by Jennifer Medves.

All in favour: motion carried

8. Adjournment

The meeting was adjourned at 1:40 p.m.