

**Faculty Board Executive
Minutes**

**Monday, May 6 2019, 10.00 – 11.00 a.m.
Kelly Board Room, Macklem House**

ATTENDEES: Erin Brennan (Chair), Marcia Finlayson, Michael Kawaja, Julia Kruizinga (SON), Jennifer Medves, Richard Reznick, Carly Ververs (Delegate for SRT President Aimee Berard), Rae Woodhouse (SOM), and Richard van Wylick (guest).

1. Introductions

Richard Reznick welcomed Erin Brennan as the new Chair of the Faculty Board and thanked Lucie Pelland for her service.

2. Approval of Agenda

Motioned by Richard Reznick, seconded by Jennifer Medves. ***All in favour: motion carried***

3. Approval of minutes of October 4, 2018

Motioned by Marcia Finlayson, seconded by Richard Reznick. ***All in favour: motion carried***

4. Chair's Report

None as Erin Brennan is new to the role.

5. Matters Arising

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

Erin Brennan reported that Jen Carpenter had said that the certificate would be housed within FHS. There was discussion about where the Certificate was regarding approvals. Richard van Wylick reported that it was proceeding in the approvals route. Erin Brennan agreed to follow up with Jen Carpenter to understand where the certificate currently lies in the approvals process.

Action: Dr. Brennan

5.2 Interprofessional Simulation Advisory Committee

Richard Reznick had contacted Marian Lucktar-Flude, Dan Howes and Diana Hopkins-Rosseel about this committee. They had met and it was agreed that this committee should be reinstated and that terms had been drafted. The SON had given feedback already on the draft terms and these suggestions have been incorporated. SRT have reviewed these terms and approved them already. Jenny Medves motioned that the these terms be approved, Marcia Finlayson seconded the motion. It was also noted that this committee is now active and should not be removed from the Faculty Board Handbook and Erin Brennan agreed to contact Marian Lucktar-Flude, Dan Howes and Diana Hopkins to let them know the decision of Faculty Board Executive on this committee.

All in favour: motion carried

Action: Dr. Brennan

5.3 Faculty Board Speaker

Richard Reznick asked the committee to think about next year's speaker. There was discussion about suitable speakers and it was suggested that an individual with knowledge about "Ontario Health Teams" could be a suitable person to speak to our Faculty Board meeting in February 2020. He then offered to reach out to potential speakers. **Action: Dr. Reznick**

6. School of Medicine, Final Degree Lists

The executive reviewed the SOM listing of 96 students to be granted the degree of Doctor of Medicine. They are to be recommended to the Senate Committee on Academic Procedures for approval to grant the degree. It was noted that this was the first cohort of the QuARMS students to graduate. Motioned by Richard Reznick, seconded by Jennifer Medves

All in favour: motion carried

7. School of Nursing, Final Degree Lists

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 74 students and 20 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. Jennifer Medves reminded the Executive that there are two graduating cohorts per year in Nursing. Motioned by Jennifer Medves, seconded by Julia Kruizinga.

All in favour: motion carried

8. Revisions to Committee and Policies

- 8.1 MD Program Professionalism Advisory Committee
- 8.2 MD Program Progress & Promotion Committee
- 8.3 Student Progress and Promotion Policy
- 8.4 Student Professionalism Policy

Richard van Wylick brought forward the implementation date for changes to the above Committees and Policies of July 1st 2019. These terms were previously approved subject to review by legal counsel (inside and outside counsel) which had occurred. These policies will be applied to new incoming students but students already within the program will still be governed by the policy that existed at the time of their entry to the MD program. Date motioned by Jennifer Medves, seconded by Richard Reznick. **All in favour: motion carried**

There are some discussion about a Faculty wide Professionalism policy as there had been a meeting last year regarding this matter. It was noted that this should indeed be pursued.

9. Revisions to Awards

- 9.1 H.F. Pross Educational Technology Award TOR Revision
- 9.2 Ron Wigle Mentorship Award TOR Revision

Richard van Wylick described the changes to the Terms of Reference to these awards. These awards are now being managed by his office OPDES and these terms are being updated to reflect this. The Pross award includes more members on the committee to help with quorum. The Wigle

award referenced a monetary award which needs to be removed – in 12 years only one person had been given this funding. It isn't a driver and isn't related to an endowment either. So it was recommended that this be removed. Rae Woodhouse noted that for one award it referenced the VP Internal for the Aesculapian Society and the other one just references a representative of the Aesculapian Society. A friendly amendment was suggested to make them both consistent with one another and require only a representative of the Aesculapian Society. The revisions were motioned by Jennifer Medves, seconded by Julia Kruzinga.

All in favour: motion carried

10. Any other business

10.1 Reporting Structure

Erin Brennan noted that Lucie Pelland had noted whether the SRT Professionalism policy could be brought into the FHS reporting structure. There was some discussion about the fact that the three schools are independent and need separate processes and policies. Jennifer Medves noted that legal advisors had suggested that the language at least be consistent across the schools. This had been a lawyer led meeting and included Lisa Newton, Andrea Risk and also the University's Risk Management department. It was noted that David Walker had been part of the meeting and so it was agreed that Erin Brennan would contact David Walker to discuss the professionalism and appeals policies. At the moment, appeals for SOM and SON go to FHS Student Appeals, whereas SRT has just graduate students and so the appeal process is different. It was noted that David Walker is on Administration leave but he will be available for this discussion.

Action: Erin Brennan

10.2 Addition of Standing Items

Erin Brennan noted that Lucie Pelland had thought it useful to report various standing items to this Faculty Board Executive meeting. For example, there can be regular reporting, for information, of new and existing graduate programs to FHS Board Executive. This would give better oversight of new and existing programs within FHS.

Action: Kate Minor

10.3 FHS Student Appeals Board

Richard Reznick reported that the FHS Student Appeals Board Chair (David Walker) had provided an overview of the appeals held in the last 3 years.

11. Adjournment

The meeting was adjourned at 10:44 a.m.