

FACULTY BOARD, FACULTY OF HEALTH SCIENCES  
Minutes of Meeting April 7, 2005  
Room B139 @ 5:00 P.M.

**1. Call to Order and Announcements**

The meeting was called to order by Dr. W. Racz at 5:05 p.m. with approximately 25 people present.

Dr. S. Pang, Head of the Department of Anatomy and Cell Biology announced that they are putting together the Eight Annual Research Trainees Day for Tuesday, May 31, 2005. It will be held in the Biosciences Complex Atrium. Dr. Pang reported that it will be a full day event with poster presentations with 13 awards given to students. To cover the cost of a hot lunch and two coffee breaks they ask the Supervisors to provide \$35.00 for each attendee. The other costs are covered by various major sponsors.

Dr. S. Pang asked that the Call for Abstracts and all relevant information for the Research Trainees Day be distributed through the Faculty Board list serve.

**2. Approval of the Agenda**

*Moved* by Dr. T. Massey and *seconded* by Dr. S. Pang that the agenda of April 7, 2005 be approved with the following corrections and addition:

Item # 9 (3) should read for approval. The Chair informed Board members that Terms of References for all committees must be approved by Faculty Board. Dr. Racz said that Faculty Board approves the procedures under which they function.

Item # 11 (a) should read QHSSA

Item # 5 add the results of the Senators vote under Business Arising from the Minutes.

**CARRIED**

**3. Approval of the Minutes of the last regular Meeting of February 3, 2005**

The minutes of February 3, 2005 were approved as circulated.

**CARRIED**

**4. Introduction of New Faculty**

Dr. B. MacKillop, Department of Community Health & Epidemiology introduced Dr. Judy-Anne Chapman

Dr. Judy-Anne Chapman

Dr. Judy-Anne Chapman joins the Department of Community Health & Epidemiology as well as the staff of the NCIC (Clinical Trials). Dr. Chapman is a Biostatistician. She did both her undergraduate, doctorate and Postdoctoral Fellowship at the University of Waterloo. Dr. Chapman has held the position of Biostatistician at a number of institutions in Toronto primarily in Women's College Hospital and the University of Toronto. Her research is mainly in the area of Breast Cancer which she will perform with the Clinical Trials Group. Welcome!

Dr. Bill Racz welcomed Dr. Chapman to the faculty and to Faculty Board and to Queen's University. Dr. Racz invited her to participate fully in the deliberations of Faculty Board.

#### **5. Business Arising from the Minutes**

Dr. R. Wigle reported the results of the vote for Faculty Senators that occurred at the February 3<sup>rd</sup> Faculty Board meeting.

Dr. Cynthia Baker was elected as Senator representing the School of Nursing.

Dr. Susan Cole was elected Senator to represent the Basic Science departments

Dr. Paul Belliveau was elected Senator to represent the Clinical departments.

The Senate Office has been notified of the new Senators.

#### **6. Dean's Report**

Dr. J. Fisher reported on behalf of the Dean saying that there was a presentation made to the Board of Trustees about three or four weeks ago on the vision of the Faculty of Health Sciences that includes Medicine, Nursing and Rehabilitation Therapy. Issues such as capacity and buildings required for the future, educational and research opportunities. The same report made to the Board of Trustees will be made to Faculty Board at the next meeting.

#### **7. Research Report**

There was no report at this time.

#### **8. Medical Education Report**

Dr. D. Holland reported on undergraduate activities saying that the LCME review document will be prepared and reviewed by the Dean in time for May. The Accreditation team has asked that we address the issues of curricular renewal, our progress in respect to regionalization and student affairs. The task force on curricular review continues to operate and a tentative date of June 1, 2005 has been set for our next Town Hall meeting to update the Faculty. Dr. D. Holland reported that there is a new undergraduate web site which is currently on-line. It will include a the new clerkship manual, a student evaluation for clerkship, and rotations. With the assistance of the Medical Education Technology Unit they will also incorporate a course resource site with an electronic timetable using a calendar format and this will also enable us to give the students on-line syllabi.

A question was asked if this website has limited access. Dr. D. Holland commented that the website is open to everyone, however the course resource site is a password protected site and the student timetable can be accessed through a password. There is a mirrored timetable site for those who wish to view the student timetable without a password.

## 9. Report From the Schools

### a) **School of Nursing Report**

1. Dr. C. Pulling reported and asked for approval from Board on the following changes to the 2005-2006 School of Nursing Calendar which was approved at their March 16, 2005 Academic Council):

- **B.N.Sc. Program of Study for Registered Nurses** – Remove the statement that “The last intake of Registered Nurses into the B.N.Sc. program will be in September 2006, and all students must have completed the program of study by the summer of 2012.”

Dr. C. Pulling explained that this would make our B.N.Sc. program more accessible to RNs.

Dr. J. DeWolfe spoke to the second change by first amending the motion by adding the word “required” as follows:

- **Academic Regulations for Promotion** (p. 26 of calendar) – Change 1b (Promotion) **from** “achieve 50 percent in all non-nursing courses, all elective nursing courses and NURS-323” **to** “achieve 50 percent in all required non-nursing courses and NURS-323.”

*Moved* by J. DeWolfe and *seconded* by B. MacKillop that the above changes be made to the School of Nursing calendar. **CARRIED**

2. Dr. J. DeWolfe explained to Board that the School of Nursing policies and procedures are guided by the Queen’s University Senate Policy on Student Appeals, Rights and Discipline, February 26, 2004 and Faculty of Health Sciences Student Appeal and Discipline Board policy.

*Moved* by J. DeWolfe and *seconded* by S. Olney that the **Procedures for Review of Student Progress and Appeal Processes** be approved. **CARRIED**

3. Dr. J. DeWolfe explained the **revisions to the Terms of Reference for the Undergraduate Student Academic Progress and Graduation Committee** are to remove the two St. Lawrence College memberships and the other was to add one undergraduate Queen’s student to the membership. “This student will be allowed to be in attendance and participate in discussion and decision-making regarding student appeals when the presenting student has knowledge of, and has given permission for the inclusion of the student member. The student member will be excluded from such discussion when permission has not been obtained. The student member will not attend when academic progress of students is discussed or academic award recipients are identified. “

*Moved* by J. DeWolfe and *seconded* by S. Olney that the Revised Terms of Reference for the Undergraduate Student Academic Progress and Graduation Committee be approved.

**CARRIED**

1. Dr. C. Pulling explained to Board that the School of Nursing needed a course that deals with gerontology issues and gerontological nursing. This will be offered to 2<sup>nd</sup> year students starting September, 2005.

*Moved* by C. Pulling and *seconded* by J. Medves that the proposed new course NURS 209 – Gerontological Nursing be approved.

**CARRIED**

**b) School of Rehabilitation Therapy Report**

Dr. S. Olney reported that Margo Paterson will be the new Chair of the Occupational Therapy Program as of July 1, 2005. This will be a three-year term. Dr. Paterson is interested in the quality of research and professionalism and the current issues to obtain collaborations. Also clinical reasoning and experience internationally.

Dr. S. Olney reported on the progress of the MSc. applications which are good with 320 applications for the Occupational Therapy program with 45 positions and 339 applications for the Physical Therapy program with 45 positions.

Dr. S. Olney reported that their Workload document has been approved at the School of Rehabilitation Therapy Academic Council. Many refinements have been put into this new document such as responsibilities for clinical education as well as modifications to student supervision. This document will be forward to the Dean for his review.

Dr. S. Olney reported that she will bring forward new terms of reference for their appointments committee to be approved by Board in the near future.

**c) School of Medicine Report**

Dr. J. Fisher reported on behalf of the Dr. D. Walker that plans continue to develop with respect to renovations to the building and the Animal Care Facility. These renovations will be performed in 3 stages. Beginning this summer there will be construction of floors constructed on top of the loading dock taking 18 to 24 months to complete. The second item being that there is an agreement between SEAMO and the MOH and details will be known soon.

**10. Report From the Nominating Committee**

There was no report at this time.

**11. New Business**

**a) QHSSA Presentation**

Mr. D. Mueller, former President of the Student Rehabilitation Therapy, Miss Stephanie Smith, President of the Student Nursing Society informed Faculty Board that they along with Mr. Brendan Munn, President of the Aescalopian Society are creating a Queen's Health

Sciences Student Association (QHSSA). The Mission is to “increase opportunities for students from different health service disciplines to interact with one another in academic and extracurricular settings.” It brings Medicine, Rehabilitation Therapy, and Nursing Societies together and promotes multi-disciplinary service and guides inter-professionalism. This will be part of a national organization and they hope for some funding from Health Canada.

## **12. For Information**

- a) Honorary Degrees – Spring and Fall 2005 were distributed at the meeting.
- b) 2003-2004 Teaching Awards were distributed at the meeting. However there are revisions to the Medicine Teaching Awards in each Phase of teaching that were not included in the handout. This will be distributed to Faculty Board members when we receive them.

There being no other business the meeting was adjourned at 5:45 p.m.

R.D. Wigle  
Secretary