

FACULTY BOARD, FACULTY OF HEALTH SCIENCES  
Minutes of Meeting February 1, 2007  
Room B143, Botterell Hall @ 5:00 P.M.

**1. Call to Order and Announcements**

The meeting was called to order at 5:00 p.m. by the Chair, M. Lamb, with approximately 42 people present.

**2. Approval of the Agenda**

**Moved** by J. Brien and **seconded** by B. Racz that the agenda of February 1, 2007 be approved with the following changes:

- Item 5 (a) Pandemic Flu Report (deferred)
- Item 6 (d) Life Sciences (deferred)
- Item 9 (b) Family Medicine Update (deferred)
- Department of Urology introductions were added to the agenda
- Report from the Nominating Committee Re: Vacancies on Committees was added to the agenda under item 10.

**CARRIED**

**3. Approval of the Minutes of the last regular Meeting of October 5, 2006**

**Moved** by J. Brien and **seconded** by S. Pang that the minutes of October 5, 2006 be approved with the following correction:

- Page 3 last bullet should read:
  - School of Rehabilitation Therapy reports only on research matters, and their academic matters are now reported to the School of Graduate Studies & Research.

**CARRIED**

**4. Introduction of New Faculty**

a) J. Arboleda-Florez, Head Department of Psychiatry introduced the following new members to his department.

A. Lowe

Graduated from Faculty of Pharmacy University of Toronto in 1986, McMaster Medical School 1989, did Psychiatry Residency at University of Toronto and completed Royal College Fellowship in Psychiatry in 1995 and completed Neuropsychiatry fellowship from the University of Toronto in 1998. He has been working at the Toronto Western Hospital-University Health Network since 1998 as director of the Epilepsy-Neuropsychiatry Clinic and as Assistant Professor with the University of Toronto. He has also had various clinical community experience such as working part time out of Markham Stouffville Hospital, the First Canadian Place Medical Centre and the Women's Shelter in downtown Toronto. His clinical and research interest has been treatment resistant depression, sleep disorders and the neuropsychiatric aspects of epilepsy and Parkinson's disease. Because of his interest and work, he was appointed board member of Epilepsy Toronto and medical director of the Sleep and Neuropsychiatry Institute in Toronto. He has been principal investigator and co-investigator on many industry sponsored clinical trials and provincially funded studies. He has published in the areas of his interest which include sleep, depression and epilepsy and Parkinson's disease in various journals such as

Sleep, The Journal of Neuropsychiatry and Clinical Neurosciences and The Canadian Journal of Diagnosis. He enjoys teaching as part of the University setting and frequently presents at CME programs for Family Physicians and Psychiatrists in the community. He is currently working with the Mood Disorders Research and Treatment Service at the Providence Continuing Care Centre to continue pharmacological research in the area of treatment resistant depression in the chronically depressed patient population. Welcome!

D. Groll – absent from the meeting

D. Groll received her MSc in Epidemiology from Queen's University, her Ph.D. in Medical Sciences from the University of Toronto, and completed a post-doctoral fellowship at Queen's. She spent two years on faculty at the University of Ottawa School of Nursing, where she is still an adjunct Assistant Professor. Her areas of research interest are in patient outcomes, quality of life, and co-morbidity. She is involved in several projects looking at how nursing interventions impact patient outcomes, and how this can be quantified. She is also involved in national and international working groups examining the role co-morbidity plays in patient outcomes in various patient populations. Her clinical background is in psychiatry and she is looking forward to combining her clinical and research interests in future studies of people with mental illnesses. Welcome!

E. Prost – absent from the meeting

E. Prost studied classics and history at McMaster and then did graduate work in medieval history at Oxford. He taught middle school in Tajikistan for a year and then attended McMaster for medical school and Queen's for psychiatry residency training. Clinically, his interests are in general adult psychiatry and, academically in the history of psychiatry. Welcome!

**b)** S. El-Defraway, Head Department of Ophthalmology introduced the following new member to his department:

J. Farmer

J. Farmer is an Assistant Professor in the department of Ophthalmology and cross-appointed to the Department of Pathology and Molecular Medicine at Queen's University and an Assistant Professor of Laboratory Medicine (Anatomical Pathology) at the University of Ottawa. He has an active practice in medical Ophthalmology with interests in glaucoma and pediatrics in Kingston as well as participating in the Ontario Medical Mobile Eye Van program of the CNIB both as a traveling consultant and member of their Medical Advisory Committee. His pathology career includes a role as the Ophthalmic Pathologist for Queen's University and regular rotations in general surgical pathology at the Ottawa Hospital of the University of Ottawa. He graduated from the University of Ottawa Medical School and after a straight internship in Internal Medicine, completed his residency in Ophthalmology at the University of Ottawa. He then went to the Smith Kettlewell Institute of Visual Science and the University of California, San Francisco to complete a Fellowship in Pediatric Ophthalmology and Strabismus

with Drs. A. Jampolsky, A. Scott and C. Hoyt. He started his residency in General Pathology at the University of Vermont in Burlington, Vermont and finished in Anatomical Pathology at the University of Ottawa with Canadian fellowship and American board certifications. Welcome!

J. Wilson, Head Department of Urology introduced the following new members to his department:

L. Fazio

L. Fazio comes to Queen's from McGill where he did his Medical degree and Western where he did his Urology residency. He did a fellowship in Toronto in Basic Urology. Dr. Fazio joined our Faculty in September. He has contributed to our educational mandate in Urology. Welcome!

J. Kawakami

J. Kawakami did his initial undergraduate training in Toronto, then medical school here at Queen's where he graduated in 1998. He then did his Urology Residency training here at Queen's. He also did a Masters degree here at Queen's. He specializes in Urological Oncology and Microscopic surgery. Welcome!

The Chair welcomed the new faculty to Faculty Board.

**5. Business Arising from the Minutes**

**a) Pandemic Flu Committee Report and Recommendations**

This item was deferred.

**6. Dean's Report**

L. Tomalty reported on behalf of the Dean on the following items:

**a) Introduce R. Deeley, Associate Dean Research**

R. Deeley was introduced as our new Associate Dean Research for Queen's University and Vice President Research Development at Kingston General Hospital. He will bring great research strengths to this portfolio.

The Board also acknowledged S. Ludwin for his capable role that he played in this position over the last 5 years.

**b) Budget**

The Faculty of Health Sciences has submitted their budget to Central. Our Schools of Nursing and Rehabilitation Therapy as well as our Basic Science departments will have some challenges in the coming years. The Dean will keep us updated.

**c) Justus Wing – Options**

The Cost of the new Justus Wing on the South side of Botterell Hall has greatly increased mainly because of the new earthquake codes. Therefore a small committee has been struck to examine alternative locations to build a smaller

building. This building would be an education building where we would move all educational rooms and teaching laboratories out of Botterell Hall to the new building thus opening up space in Botterell to be retrofitted into research space.

**d) Life Sciences**

This item was deferred.

**7. Research Report**

As Chair of the Research Advisory Committee (RAC), R. Deeley reported that the Practice & Research in Nursing Group (PRN) put forward an application to become an Established Research Group in the Faculty of Health Sciences Research Strategy. The Directors of this group are J.M. Medves, M.B. Harrison and J.E. Tranmer. RAC supported this application and asked that Faculty Board support and recognize this group as an Established Group in the Research Strategy of the Faculty of Health Sciences. J. Brien seconded it. **CARRIED**

R. Deeley asked the Board to recognize that J. Brien has recently been elected to the CIHR Governing Council.

R. Deeley also reported that J. Fisher has agreed to take on the role of the University Delegate to CIHR.

R. Deeley reported that the success rate across the nation of the last CIHR competition was 16%.. Queen's average was 15%. We 39 applications were submitted and only 6 were funded. We will do what we can to find other ways of funding.

On behalf of Faculty Board the Chair congratulated Dr. Brien and the PRN Group for their accomplishments.

**8. Medical Education Report**

**a) Motion Re: Police Record Check Policy**

The following Notice-of-Motion was sent out with the agenda:

“That the Faculty Board adopt the Police Records Check Policy as outlined in the attached document.”

This policy would cover students in all three schools in the Faculty of Health Science. This policy has been developed because more and more institutions require our learners to have police checks in order to do their placements. Also this policy goes one step further by asking the students to have a police check done as a requirement for admittance into the program.

The Policy requires that:

“All students who accept an offer of admission into a Medical, Residency, Nursing or Rehabilitation Therapy program will provide evidence of a Police Check, conducted at their expense, before they will be permitted to register in the program.”

“As requested by the School, students will be required to provide an updated Police Check. Additional Police Records Checks may be required at appropriate time intervals thereafter, as deemed necessary by the individual clinical agencies.”

A “Special Review Committee” would be struck if a “Not Clear” Police Check was found to review the severity and to determine whether the student would be admitted into the program or not.

L. Tomalty **moved** that the Faculty Board adopt the Police Records Check Policy as outlined in the document. **Seconded** by P. Belliveau.

Chair then asked for questions from the floor.

Would current students who are already in the program need to have a police record check? L. Tomalty responded yes all incoming and current students will need a to get a police check done.

Does Faculty need a police check done? L. Tomalty reported that they should look into creating a policy also for Faculty.

The Chair then asked the members for approval. All were in favour. **CARRIED.**

## **9. Report From the Schools**

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

- **Terms of Reference for Internal Committees**

C. Baker, Director and Associate Dean reported that the Terms of Reference for all their Internal Committees needed updating to reflect the end of the collaborative programs. These new Terms were approved by the School of Nursing Academic Council on September 20, 2006 and brought to this meeting of Faculty Board for information.

- **Accreditation**

The School of Nursing just went through their accreditation and they are awaiting the final report.

### **b) School of Medicine Report**

- **Accreditation**

L. Tomalty reported on behalf of D. Walker that they finished up with the accreditation surveyors yesterday. The site surveyors were very impressed with our self-study report that J. Drover had chaired. The final report will arrive sometime early Spring. At the exit interview three items were highlighted and they were our students, our faculties enthusiasm and our core clinical skills program. There were three areas of concern and they were structure, curriculum and evaluation. The

team has a paper plan in place and we will work on our areas of concern. Also we are working on our Governance structure within the School of Medicine. The surveyors indicated that our teaching facilities are barely adequate. The surveyors also indicated that any further undergraduate expansion would compromise any future accreditation status. L. Tomalty also reported that a new Associate Dean Undergraduate Medical Education will soon be in place.

- **New Mission Statement for the School of Medicine**

The School of Medicine has created a new Mission Statement for the School of Medicine and it reads as follows:

**“To advance our tradition of preparing excellent physicians and leaders in health care, we embrace a spirit of inquiry and innovation in education and research.”**

- **Family Medicine Update**

This item was deferred.

**c) School of Rehabilitation Therapy Report**

E. Culham reported that their Physical Therapy program was awarded 6 years of accreditation in October 2006. This means that both our professional programs have been accredited.

They are also currently involved in an Internal Academic Review and had external consultants visit this past November.

Also we are under appraisal from School of Graduate Studies and Research for all our Graduate programs. The site visit and external consultants will visit on May 28<sup>th</sup> and 29, 2007.

The School nominated Dr. Malcolm Peat for an honorary degree and he has been selected and will receive this honour on June 1, 2007.

E. Culham has been Acting Director of the School of Rehabilitation Therapy since July 1, 2006. Effective today she has been officially appointed the Director of the School of Rehabilitation Therapy and Associate Dean of Health Sciences. Congratulations!

## **10. Report From the Nominating Committee**

**a) Revised Terms & Process of Education Awards Committee**

E. Van Melle, Director of Health Sciences Education reported that the Education Awards Committee was established in 1990 for excellence in teaching and was chaired by the Dean of the Faculty. The Dean is now an ex-officio member and that she has been asked to Chair this very important selection committee and award our faculty with the highest award given in this faculty. She reported that the process had to be more rigorous and they have changed it to a two-stage nomination process involving getting evidence of teaching. The new criteria will involve excellence in teaching, and innovation. E. Van Melle **moved** and R. Wigle

**seconded** that Board accept the new terms and process.

**CARRIED WITH 1 OPPOSED**

**b) Revised Membership Criteria on the Bracken Health Sciences Library Advisory Committee**

M. Villeneuve, Chair of the Bracken Health Sciences Library Advisory Committee brought forward the following proposed changes to the membership of this Committee:

(1) Delete: “representative from the Kingston Area Health Libraries Association” from the “ex-officio Membership” criteria. This is now under one umbrella – the Bracken Health Science Library.

(2) Delete: “Health Informatics Coordinator of the Bracken Health Sciences Library “ from the “ex-officio” Membership criteria. This position no longer exists.

**Moved** by M. Villeneuve and **seconded** by R. Wigle that the above changes be made to the membership of the Bracken Health Sciences Library Advisory Committee. **CARRIED**

**c) Vacancies on Faculty Board Committees**

On behalf of the Nominating Committee R. Wigle **moved** that Board accept M. Jaeger, from the Department of Anesthesiology to sit on our Education Awards Committee. This was **seconded** by E. Culham. There being no other nominations from the floor the motion was **CARRIED**.

R. Wigle also put out a request for faculty to fill a number of vacancies on our Faculty Board committees. Memos have gone out to Department Heads asking for nominations. The new terms would begin 1 July 2007. The Nominating Committee will meet and review all nominations and bring back to the April Board meeting for approval.

**11. Questions**

There were no questions from the floor at this time.

**12. New Business**

**a) Update on Population and Public Health Initiative**

J. Hoey, Coordinator and Advisor to the Principal on the Population and Public Health Initiative was invited to give an update on a Queen’s project to launch a School of Public Health. There was a massive need to create Human Health resources in Canada. Queen’s would like to be one of the top three schools across Canada to establish a School of Public Health. A School of Public Health must include teaching, research and community service across a wide range of disciplines. They decided that a Masters’ degree (MDH) in Public Health would be easier and quicker to establish at the moment rather than a School. They then had to establish a curriculum for a MDH. This MDH proposal is currently going forward and going up on their web site. Any suggestions are welcome and could send them to [john.hoey@queensu.ca](mailto:john.hoey@queensu.ca). The Principal will be holding a meeting for the School of

Public Health. If all approvals go through they would accept students for the fall of 2008 and accept around 100 students.

**b) New Secretary to the Faculty and School of Medicine**

R. Wigle reported that a search for a new Secretary to the Faculty is underway. According to the new Rules and Procedures of Faculty Board and creating a new School of Medicine Academic Council, a Secretary to the School of Medicine was created. However the question was raised do we have a Secretary to the Faculty and a Secretary to the School of Medicine or one Secretary performing both roles?

The Secretary of Faculty Board would take care of Faculty Board and its committees and the Secretary to the School of Medicine would take care of the School of Medicine and its sub-committees. There is an advantage of having two separate positions and that being that the Secretary to Faculty Board could be a Faculty member from Medicine, Nursing or Rehabilitation Therapy. The Secretary to the School of Medicine would be a Faculty member from that School only. Any suggestions should be forwarded to the Dean.

**12. Announcement**

J. Duffin announced that the 19<sup>th</sup> Annual Happening will be held on **Thursday 8 February** at 5:30 p.m. in Biosciences Complex, Room 1102. Dr. Dr. Jock Murray, emeritus professor and former dean of medicine at Dalhousie, will speak on A Medical Life in 10 Stories. Reception to follow.

There being no other business the meeting was adjourned at 5:50 p.m.

R.D. Wigle  
Secretary