

FACULTY BOARD, FACULTY OF HEALTH SCIENCES

Minutes of Meeting November 6, 2003

Room B143 @ 5:00 P.M.

**1. Call to Order and Announcements**

The meeting was called to order by Dr. B. Racz at 5:01 p.m.

**a) Tribute to Dr. Donald L. Potvin**

Dr. W. Rosser, Head of the Department of Family Medicine, read a tribute to Dr. Donald L. Potvin, Assistant Professor in the Department of Family Medicine who tragically passed away earlier this year. The Department of Family Medicine has established a memorial award in Don's memory to recognize a Queen's community based family medicine preceptor who wishes to further his/her understanding of evidence based medicine. The fund has raised more than \$8,000 to date.

Dr. W. Rosser moved that a copy of the tribute be forwarded to the family and a copy be placed in the minutes of this meeting.

**2. Approval of the Agenda**

*Moved* by Dr. J. Duffin and *seconded* by Dr. S. Pang that the agenda be approved as circulated with the addition of Sessional Dates provided by School of Medicine, Undergraduate Medical Education. **CARRIED**

**3. Approval of the Minutes**

*Moved* by Dr. I. Young and *Seconded* by Dr. J. McCans that the minutes be approved as circulated. **CARRIED**

**4. Introduction of New Faculty**

Department of Diagnostic Radiology – to introduce Annette McCallum, THIS INTRODUCTION WAS DEFERRED

Department of Medicine – Dr. J. McCans introduced J. Louw, K. McLellan, K. Yeates, M. Ropeleski, R. Viola,, and A. Spiller. Dr. McCans presented a short background on each new faculty member and their division of Medicine:

J. Louw – Gastroenterology

K. McLellan – Cardiology

K. Yeates – Nephrology

M. Ropeleski – Gastroenterology

R. Viola – Palliative Care

A. Spiller – Neurology

Dr. B. Racz welcomed all new Faculty members to Faculty Board and to Queen's University and encouraged them all to attend Faculty Board meetings.

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

There was no business arising from the minutes.

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

### **a) Faculty Strategic Plan Update & Goals for the Year**

Dean D. Walker reported public policy is being rewritten at the moment that will affect our University and affiliated hospitals. We are now under a new Government and Dean Walker has spent the last few weeks getting to know the direction of this new Government. Dean Walker reported that he has had an opportunity to meet with Mr. McGinty and they seem to be a more open Government than the previous one.

Two points from the Premiers speech that applied to us are:

1. Health human resources: The implications in the schools will be that we will be asked to produce more Doctors, Nurses, Occupational Therapists, Physical Therapist etc.
2. Role of Provincial Auditor: They will expand the role of the Provincial Auditor. The Auditor will no longer only be responsible for auditing the finances of the government but the deliverables as well and will have powers extended so that they can audit both the finances and the fiscal management of the transfer agencies but also their deliverables. That includes universities, hospitals, SEAMO. So it is very likely that we will be held much more accountable under the Auditor.

Dean D. Walker has met with Mr. Gerretsen and thinks he will be very helpful. He also plans to meet with Ms. Dembrowski in the next few weeks and is meeting with the Minister of Health next week.

Dean D. Walker explained the plans for the faculty:

1. We are going to continue to advance our research strategy. Our biomedical research had increased from 48 M to 72 M.
2. To make sure that the expansion of the Medical School continues.
3. Hospital Restructuring,. We need to ensure that our hospitals function as well as possible for teaching and research.
4. To ensure that we continue to complete the renewal of the School of Nursing and the re-visioning of the School of Nursing. To make sure there is clarity with the University and the School of Nursing on the collaboration with St. Lawrence College and move towards enunciation of graduate programs in Nursing. Similarly the School of Rehabilitation Therapy is moving toward a graduate school.

5. Also to think about a long-range vision on new facilities or buildings for the School of Nursing and Rehabilitation Therapy and a new building for research.

Dean D. Walker announced that he will send out a newsletter shortly explaining all our visions for the future.

**b) Space Management Policy**

Dean D. Walker suggested that faculty visit the Senate web site and read the Space Management Policy. He was concerned when he read it and has written a letter to the University Central upset that the University did not consult Health Sciences. Dean Walker is asking faculty for their comments on the Space Management Policy.

**c) Donor Wall**

Dean D. Walker announced that the Directors of the three schools have been working on a donor wall to recognize all donors to this faculty since we began. He passed around pictures of what the donor wall will look like and announced that this will be unveiled next fall. This will reflect the past, all donors who have ever donated to the Faculty of Health Sciences. The donor wall will be displayed in the lobby of the building.

**7. Research Report**

**a) Research Strategic Plan Update**

Dr. S. Ludwin reported that they have started the process of putting together a Research Strategic Plan. He has sent out a questionnaire to all faculty asking for their input and announcing who will be on the committee. The committee consists of a variety of Basic Scientist and Clinicians. They have added two new people, Dr. Martin Petkovich with a research background and Dr. Will King with expertise in population studies. He reported that he got a small number of responses from the questionnaire but the responses were helpful. They plan on having one or two Town Hall meetings to keep the faculty up to date on the progress in putting the plan together. They are hoping to complete the Research Strategic Plan by the end of January 2004. He reported that Space Issues will be incorporated within the plan.

Dr. Ludwin has reviewed the University Space Management Policy and commented that it does enable us to draw our own rules on space within our own unit.

Dr. Ludwin reported that Dr. Mark Bisby from CIHR is coming to Queen's to give us an update. CIHR despite the cutbacks are hoping to keep the funding at a 26 to 28% success rate.

Dr. Ludwin said there is a new announcement on CRC's and Dr. Fisher's office will send this out shortly. They are hoping for 2 Tier II CRC's which will be our last time for eligibility.

Dr. Ludwin reported on our woes of Botterell Hall that are partially related to some of our successes in our increased financing. We have had a major increase in financing in our Clinical Trials Group.

Dr. Ludwin said we are awaiting results from the CFI. We have 5 good applications into the CFI, 2 of which are in Botterell Hall and 1 in the CRI. Any new increase in hiring is going to put strains on Botterell Hall.

Dr. Ludwin reported that there are two concurrent analysis going on in Botterell Hall, one in the Animal Care Facility regarding the balancing of air and one on the overall building ventilation and power supply.

Dr. Ludwin said we are hoping for success with our funding but hoping this will not bring problems with providing space. We have the space but we will have to be careful in how we move faculty around.

## **8. Medical Education Report**

Dean D. Walker reported on behalf of Dr. S. Verma on the Medical Education Operational Plan. On behalf of the School of Medicine he presented for approval an Operational Plan on Medical Education for the School of Medicine.

Dean Walker reviewed the document with Faculty Board. He announced this document came through the Medical Education Advisory Committee to the School of Medicine Council and on to Faculty Board for approval.

*Moved* by D. Walker and *seconded* by J. McCans that the Operational Plans on Medical Education be approved.

**CARRIED**

## **9. Report from the Schools**

### **a) School of Medicine**

Mrs. T. Rikley, Manager of the Undergraduate Medical Education office presented the sessional dates 2004/2005 for the School of Medicine. They would like to start before Labour day for 2004 in order to get enough weeks in which they require for examinations for first term. They would start on Wednesday, September 1<sup>st</sup> for orientation and classes would start on September 1 for 3<sup>rd</sup> year students and on September 2<sup>nd</sup> for the 2<sup>nd</sup> year students.

During the winter term, they have added two weeks on at the end of 1<sup>st</sup> year so students have an opportunity to do a one-week elective outside of Kingston. They have a two-week period to allow all 1<sup>st</sup> year students to do their rural elective.

*Moved* by T. Rikley and *seconded* by W. Rosser that the sessional dates 2004/2005 for the School of Medicine be accepted.

**CARRIED**

Dean D. Walker reported that the mechanism by which the Medical School is accredited in North America is shared by both Canada and the United States. The LCME that does this is based in Washington. Our Medical School has been increased by 33% in size, which is a substantial increase according to the LCME. Our accreditation was not scheduled for the Medical School until 2007 but because of the increase in students they came recently to make sure that we have enough resources to cover the increase. The report will be brought forward in February 2004 but the word is we are doing just fine.

Dean Walker reported that the Medical School had a Town Hall meeting and it was a success. They discussed the ways in which our expanded educational programs would be distributed through a region from Peterborough to Brockville and up to James Bay. They discussed the Research Strategy, hospital restructuring and the AFP. They are looking at 1/3 of a Billion dollars from the Government over 4 years so we have to be sure what we need.

Dean D. Walker noted that Dr. C. Chapler was in attendance at this meeting and noted that the Medical School is celebrating its 150 years next year and Dr. Chapler and the committee are doing a wonderful job putting a series of events in place. This will put Queen's on an international stage. Dean Walker has invited the Governor General to visit Queen's during our sesquicentennial.

#### **b) School of Nursing**

Dr. B. Kisilevsky brought forward a motion from the School of Nursing, Academic Council to be approved by Board. The motion is as follows:

**“That during examinations offered by the School of Nursing, all calculators used by students be non-programmable and non-communicating. At the present time, only a Casio 991 or another calculator with an Applied Science Gold sticker may be used during examinations.”**

*Moved* by B. Kisilevsky and *seconded* by E. Culham that the motion on calculators be approved by Board.

**CARRIED**

#### **c) School of Rehabilitation Therapy**

Dr. S. Olney reported that they have a new faculty member Dr. Norma MacIntyre who will be introduced in the future. They also have a new member of Occupational Therapy arriving in January 2004 and are advertising for a new member for Physical Therapy. They have admitted the last year of their Baccalaureate program that will be finished in 2005/2006 and pleased to report that it is more than filled. Dr. Olney announced that they began the conversion to Master's programs. The Master's Programs will have 2 streams. They have two additional programs this year on top of what they already have which is a single year Master's Program, project based for practicing clinicians and recent graduates. They have roughly 15 people in each program so they end up with a Masters of Science in Occupational Therapy or Masters of Science in Physical Therapy. Thus leaving a total of 30 people. Next year they will begin the introduction of the complete professional entry level program. Also in their graduate program,

15 people is their maximum and this is their 3<sup>rd</sup> year offering a doctoral program and they have 15 people in the program. Both professional programs are involved in accreditation this year.

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

### **a) Nominating Committee's Report on the "Chapler Recommendations."**

Dr. R. Wigle presented the Nominating Committee's Report on the Chapler recommendations to committees of Faculty Board. He asked that these be approved in principle by Faculty Board. R. Wigle said the Nominating Committee agreed with most recommendations but some would need discussion and terms of references to be rewritten. R. Wigle pointed out that the committee agreed that some of the Functions of Faculty Board could be delegated to sub-committees of Board.

Dr. R. Wigle said they will bring back to Board the final rewritten handbook of Faculty Board and its Committees to be approved.

Dr. B. Racz noted that this will change the functions of Board and asked if there were any questions or comments, their being no questions or comments from the floor he then asked for a vote. All were in favour.

*Moved* by R. Wigle and *seconded* by E. Culham that the Nominating Committee's report on the Chapler Recommendations of Faculty Board and committees of Faculty Board be approved in principle.

**CARRIED**

### **b) Approval of new Members on Committees**

On behalf of the Nominating Committee, Dr. R. Wigle moved the following nominations:

Animal Care Committee	Dr. Martin Pare, Department of Physiology
Nominating Committee	Dr. Myron Szewczuk, Department of Microbiology & Immunology
Research Advisory Cttee	Dr. Ann Brown, School of Nursing
	Dr. Jeremy Heaton, Department of Urology

There being no nominations from the floor, it was *Moved* by R. Wigle and *seconded* by B. Kisilevsky that the following names be approved to serve on the committee's of Board.

**CARRIED**

## **New Business**

There was no new business to report

## **11. Adjournment**

*Moved* by T. Massey and *seconded* R. Wigle that the meeting be adjourned at 5:50 p.m.

