

**Faculty Board Executive  
Minutes**

**Monday, May 15, 2017, 3:15 – 4:15 p.m.  
Kelly Board Room, Macklem House**

**ATTENDEES:** Dana Edge (Chair), Calida DeJong (SRT student delegate), Michael Kawaja, Marcia Finlayson, Jennifer Medves, Gray Moonen (SOM), Alexandra Palmeri (SON) and Richard Reznick.

**1. Approval of Agenda – Dana Edge**

Motioned by Jennifer Medves, seconded by Richard Reznick.

**All in favour: motion carried**

**2. Approval of minutes of October 18, 2016 – Dana Edge**

The minutes were approved on the basis that the attendees at the meeting would be added. Motioned by Jennifer Medves, seconded by Michael Kawaja.

**All in favour: motion carried**

**3. Matters Arising**

*3.1 Update regarding Faculty Board Handbook*

Dr. Edge stated that she had not reviewed the handbook as yet and that this would be looked at over the summer. She will be revising the handbook, reviewing the Nominating and Procedures Committee and removing the Bracken Library Advisory Committee from the Faculty Board.

**Action: Dr. Edge**

**4. Chair's Report – D. Edge**

*4.1 Approval of BHSc Omnibus Report*

Dr. Edge reported that that BHSc omnibus report had been approved via email.

*4.2 Update Senator Electronic Vote*

The SOM representative needs to be confirmed for Senate. There are 2 candidates who wish to be considered and so an electronic vote needs to occur. Dr. Kawaja reported that this was in hand and would be held in the near future.

**Action: Dr. Kawaja**

SRT has a Senator and so no action is necessary for this School. Dr. Medves confirmed that she will be staying on for SON within Senate (she is the Vice-Chair) and asked that her role be confirmed with Senate as soon as possible. Dr. Edge agreed to do so.

**Action: Dr. Edge**

**5. For-Credit Certificate for Global Health Proposal, Office of Global Health - Dana Edge for Jennifer Carpenter and Linda Chan**

There was much discussion about this certificate. It was noted that it did not reside in an academic home School within FHS. This needs to be determined as there will be associated governance and budgetary considerations with offering this certificate. (The certificate cannot reside under FHS as there is no mechanism for this to occur). It was also noted that offering the certificate to students external to Queen's would also imply some sort of application/admission process that would need to be considered. It was noted that both Law and Commerce have developed certificate programs recently and it was recommended that the Office of Global Health could follow these templates. Dr. Edge agreed to follow up with Jennifer Carpenter and Linda Chan for clarification on the certificate.

**Action: Dr. Edge**

**6. MD/PhD - MD/Master's Committee member Nomination of Dr. Smith – Dana Edge for Brian Bennett / Krista Knight**

Dr. Edge reported that this committee was a graduate committee and as such should report to the Faculty of Health Sciences Graduate Council for review. The meeting decided to pass this decision to the FHSGC. However, shortly after the meeting, Dr. Edge noted that this committee did indeed report to SOMAC, Faculty Board and FHSGC. An email was sent by Dr. Edge to all members of the committee on Tuesday 16<sup>th</sup> May requesting that they vote electronically on this nomination, the result of which will be reported at the next Faculty Board Executive meeting. *Action: Dr. Edge*

**7. School of Medicine, Final Degree List – Richard Reznick**

A letter from the Chair of the Progress and Promotions Committee was distributed to the Executive. The letter states that the 102 students listed should be granted the degree of Doctor of Medicine.

Motioned by Richard Reznick, seconded by Jennifer Medves.

*All in favour: motion carried*

Dr. Edge agreed to notify the Office of the University Registrar of the decision.

*Action: Dr. Edge*

**8. School of Nursing, Final Degree List – Jennifer Medves**

A letter from the Chair of the Progress and Graduation Committee was distributed to the Executive. The letter states that the School of Nursing has approved 82 students, of whom 16 students with Honours to be granted standing and submitted to Senate for the granting of the degree of Bachelor of Nursing Science.

Motioned by Jennifer Medves, seconded by Marcia Finlayson.

*All in favour: motion carried*

Dr. Edge agreed to notify the Office of the University Registrar of the decision.

*Action: Dr. Edge*

**9. Any Other Business**

The Dean mentioned that the Executive should start thinking about the Keynote Speaker for Faculty Board in February 2018. It was noted that the last speaker had been very well received and was inspirational. There was much discussion and several names were mentioned as possibilities. The Executive was asked to send names to Dr. Edge as soon as possible, as the invitation to speak should be sent in early September if possible. *Action: All Executive members*

**10. Adjournment**

The meeting was adjourned at 3:42 p.m.