

*The University of British Columbia
Faculty Executive Committee*

March 16, 2021
4:00 to 6:00 pm (Virtual Meeting)
Minutes

Attendance: Dr. Dermot Kelleher (Chair), Dr. Mike Allard, Dr. Aslam Anis, Dr. Joseph Anthony, Dr. Francois Benard, Dr. Sarah Brears, Ms. Alexis Davis, Dr. Allison Eddy, Dr. Bruce Forster, Ms. Jenn Golinski, Dr. Joerg Gsponer, Ms. Kazuko Hiroe, Dr. Cheryl Holmes, Dr. Michael Hunt, Dr. Cecilia Jevitt, Ms. Shanda Jordan-Gaetz, Dr. Darryl Knight, Dr. Chris Lovato, Dr. Daphne Lu, Dr. Brenna Lynn, Dr. Robert McMaster, Dr. Edwin Moore, Dr. Alice Mui, Ms. Sue Murphy, Ms. Cristina Rubino, Dr. Amil Shah, Dr. Ravi Sidhu, Dr. Tricia Tang, Dr. Wyeth Wasserman, Dr. Paul Winwood, Dr. Michelle Wong, Dr. Roger Wong, Dr. Bruce Wright

Regrets: Ms. Leanne Denis, Dr. Martin Gleave, Dr. Maria Hubinette, Ms. Cindi Valensky, Ms. Katie White

Guests: Dr. A. Bradley, Dr. M. Guhn, Ms. G. McElroy, Dr. J. Schroeder

Locations: Virtual via Zoom

The Dean called the virtual meeting to order at 4:00 PM.

1.0. CALL TO ORDER AND REVIEW OF AGENDA – DR. D. KELLEHER

2.0. APPROVAL OF THE MINUTES OF THE MEETING OF JANUARY 19, 2021 – DR. D. KELLEHER

MOTION: That the Faculty Executive approve the minutes of the Jan 19, 2021 meeting as circulated.

MOTION: Dr. C. Holmes

SECONDED: Dr. E. Moore

CARRIED

3.0. BUSINESS ARISING AND REPORT OF THE DEAN – DR. D. KELLEHER

The Dean's report was reviewed, as circulated.

4.0. CURRICULUM PROPOSALS – VARIOUS PRESENTERS

The following curriculum proposals were presented to the Faculty Executive for approval:

- Category 1 Proposals
 - 4.1 PATH 305

MOTION: That the Faculty Executive approve the PATH 305 new course proposal.

MOTION: Dr. J. Anthony

SECONDED: Dr. M. Allard

ABSTENSION: C. Krebs

CARRIED

- 4.2 PATH 408

MOTION: That the Faculty Executive approve the PATH 408 new course proposal.

MOTION: Dr. R. Wong

SECONDED: Dr. B. Forster

ABSTENSION: C. Krebs

CARRIED

- Category 2 Proposals
 - 4.3 BMLSc
 - 4.4 BMEG UG

MOTION: That the Faculty Executive approve the Category 2 curriculum change proposals in aggregate.

MOTION: Dr. J. Anthony

SECONDED: Dr. J. Gsponer

ABSTENSION: C. Krebs

CARRIED

5.0. MD UNDERGRADUATE PROGRAM (MDUP) MISSION STATEMENT AND EXIT COMPETENCIES – DR. C. HOLMES

The MD Undergraduate Program mission statement has been refreshed; various key stakeholder groups were consulted during the process. The revised statement is grounded in the Faculty of Medicine’s vision of “Transforming Health for Everyone” and embodies the values of respect, integrity, compassion, collaboration and equity.

MOTION: That the Faculty Executive approve the revised MDUP Mission Statement.

MOTION: Dr. E. Moore

SECONDED: Dr. B. Forster

CARRIED

The MDUP exit competencies were also reviewed to ensure that they meet the standard set by the revised mission statement. The new exit competencies have a patient-centric approach and has received consensus from all stakeholder groups. These competencies will be rolled out to all four classes for the academic year of 2021/2022. These renewed exit competencies will create improved alignment between the UBC Faculty of Medicine’s MD program with the new strategic plan of the Association of Faculties of Medicine of Canada (AFMC).

MOTION: That the Faculty Executive approve the revised MDUP Exit Competencies – to be instituted for the academic year 2021-22.

MOTION: Dr. R. Wong

SECONDED: Dr. S. Brears

CARRIED

6.0. HUMAN EARLY LEARNING PARTNERSHIP (HELP) EXTERNAL REVIEW & REPORT – DR. R. MCMASTER, Dr. M. GUHN AND Dr. J. SCHROEDER

The Human Early Learning Partnership External Review and Report was presented as circulated. HELP is a research centre that is sponsored by the School of Population and Public Health and aims to

understand and research the factors that contribute to early learning. The review was conducted in July 2020. Key strengths of the Centre include:

- The perspective on the cell-to-society-to-cell has allowed the Centre’s researchers to truly understand how social factors affect lifelong health and well-being;
- The Knowledge to Action (K2A) work in partnership with the provincial government, health and educational sectors, community partner and Aboriginal Steering Committee, which has allowed for the establishment of trust within these communities.

Priorities for HELP in 2021 include:

- Continue the search for a Director (currently underway; anticipated conclusion in April 2021) and establish a governance structure that can best serve the breadth and depth of HELP’s research and Knowledge to Action Activities;
- Restructure the leadership of HELP to include one Director and two Associate Directors.

The Human Early Learning Partnership acknowledged the value of the work led by HELP’s Aboriginal Steering Committee over the past 20 years. Recommendations for future direction were outlined.

MOTION: That the Faculty Executive receive the Human Early Learning Partnership External Review & Report as circulated.

MOTION: Dr. A. Anis

SECONDED: Dr. R. McMaster

CARRIED

7.0. GUIDELINES AND PROCEDURES FOR FOM RESEARCH CENTRES AND INSTITUTES – DR. R. MCMASTER AND DR. M. WONG

The guidelines and procedures for UBC Faculty of Medicine Research Centres and Institutes was presented. The document aims to:

- Provide updates definitions of FoM Centres & Institutes;
- Delineate the procedures and guidelines for the review & renewal of the Centre/Institutes leadership;
- Summarize the procedures for the creation, approval, and decommissioning processes of Centres/Institutes;
- Outline the accountabilities, roles, and responsibilities of FoM Centre & Institutes Directors.
- Summary given for the review process of Centres/Institutes.

Final recommendations:

- Document will be updated on a continual basis and as need arises;
- Document on GREx institutes will also be introduced.

MOTION: That the Faculty Executive approve the Guidelines and Procedures for FoM Research Centres and Institutes.

MOTION: Dr. R. McMaster

SECONDED: Dr. A. Anis

CARRIED

8.0. INFORMATION TECHNOLOGY COMMITTEE (ITC) ANNUAL REPORT – DR. M. ALLARD, MS. S. JORDAN GAETZ AND MS. G. MCELROY

The Information Technology Committee (ITC) Annual Report was presented as circulated. The purpose of the IT Committee was briefly reviewed.

2020 Achievements:

- Finalization of the Digital Vision for the FoM;
- Governance/Stewardship for Covid-driven technology initiatives;
- Initialization of General Research Support and Data & Analytics services at FoM
- New members of the ITC to support Digital Vision were introduced

Priorities for 2021:

- Oversee/Guide the Implementation of Digital Vision
 - Strategic & Operational Plans
 - Organizational Alignment
 - Major Initiatives
- Risk Mitigation – Cybersecurity
- Continued Governance for IT at the FoM:
 - Policy FM11
 - Data

MOTION: That the Faculty Executive receive the 2019/2020 Information Technology Committee Annual Report as circulated.

MOTION: Dr. M. Allard

SECONDED: Dr. E. Moore

CARRIED

9.0. HEALTH PROFESSIONS PROGRAMS COMMITTEE (HPPC) ANNUAL REPORT – DR. J. ANTHONY

The 2019/2020 Health Professions Programs Committee Annual Report was presented as circulated; purpose, authority, and scope of HPPC reviewed.

The Chair of HPPC provided an update on the previous year's goal status. Out of the 5 goals, three were paused due to COVID-19. The two goals that continued were:

- Implement Emergency Response communication plan for students on placement;
- Exploring the opportunities for shared support (e.g.) admissions processes, student affairs and accreditation for HP programs.

Highlights from Past Year:

- Course & curriculum changes endorsed;
- Cross-program planning & initiatives;
- Communication & mutual support;

Goals for 2021:

- Progress with implementation of Faculty's EDI strategy;
- Progress with support of the Faculty's Strategic Plan refresh;
- Develop shared support;
- Continue to work on support in response to Covid-19;
- Work on technical standards.

MOTION: That the Faculty Executive receive the 2019/2020 Health Professions Programs Committee Annual Report as circulated.

MOTION: Dr. J. Anthony

SECONDED: Dr. R. Wong

CARRIED

10.0. ANY OTHER BUSINESS - ALL

MOTION: That the March 16, 2021 Faculty Executive meeting be adjourned.

MOTION: Dr. E. Moore

SECONDED: Dr. A. Eddy

CARRIED

MEETING ADJOURNED AT 5:30PM