

*The University of British Columbia  
Faculty Executive Committee*

January 16, 2018

4:00 to 6:00 pm

Minutes

- Attendance: Dr. Dermot Kelleher (chair), Dr. Mike Allard, Dr. Jehannine Austin, Dr. Francois Benard, Dr. Allison Eddy, Dr. Bruce Forster, Dr. Susan Forwell, Dr. Leonard Foster, Dr. Martin Gleave, Dr. Joerg Gsponer, Dr. Maria Hubinette, Dr. Allan Jones, Ms. Shanda Jordan Gaetz, Dr. Blair Leavitt, Dr. Brenna Lynn, Dr. David Maberley, Dr. Marco Marra, Dr. Bassam Masri, Dr. Janette McMillan, Dr. William Miller, Dr. Deborah Money, Dr. Edwin Moore, Ms. Sue Murphy, Dr. Christie Newton, Dr. Gurdeep Parhar, Ms. Susan Paul, Dr. Amil Shah, Dr. Tricia Tang, Dr. Andrea Townson, Ms. Katie White, Dr. Paul Winwood, Dr. Roger Wong, and Dr. Bruce Wright
- Regrets: Dr. Peter Choi, Dr. Jim Christenson, Dr. Geoffrey Cundiff, Ms. Leanne Denis, Dr. Jan Dutz, Dr. Bruce Fleming, Dr. Carolyn Gotay, Dr. Darlene Hammell, Dr. William Honer, Dr. David Kim, Ms. Laura Kim, Dr. Mieke Koehoorn, Dr. Claudia Krebs, Dr. Diane Lacaille, Dr. Christian Lovato, Ms. Daphne Lu, Dr. Paul Man, Ms. Kelsey Martin, Dr. Robert McMaster, Dr. Robert McMaster, Dr. Malcolm Moore, Dr. Alice Mui, Dr. Louise Nasmith, Dr. Savvas Nicolaou, Dr. Patrick O'Connor, Dr. Heidi Oetter, Dr. Roanne Preston, Dr. Morgan Price, Dr. Gary Redekop, Mr. Michael Shakespeare, Dr. Ravi Sidhu, Dr. Jeff Small, Dr. Teresa Tsang, Ms. Cindi Valensky, Dr. Wyeth Wasserman, Dr. Sabrina Wong, Dr. Peter Zandstra
- Guests: Ms. Jennifer Golinski, Dr. Cheryl Holmes, Dr. Samantha Reid, Dr. Wendy Robinson, and Dr. Michelle Wong
- Locations: DHCC 11268 with videoconferencing to LSC-CMR 1312; Jones Portable, Winwood Portable; Wright Portable.
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The Dean called the meeting to order at 4:02 pm.

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

**2.0. SEPTEMBER 26, 2017 MEETING – DR. D. KELLEHER**

Electronically approved minutes from September 26, 2017 were reviewed for information, as circulated. No business arising.

**3.0. REPORT OF THE DEAN – DR. D. KELLEHER**

The Dean's report was reviewed, as circulated.

Addition: Dr. Louise Nasmith, Professor and Interim Co-Head, Family Practice, was congratulated for her 2018 AFMC President's Award for Exemplary Leadership in Academic Medicine.

**4.0. BIOCHEMISTRY AND MOLECULAR BIOLOGY (BMB) GRADUATE PROGRAM CHANGES (CATEGORY ONE AND TWO) – DR. L. FOSTER ON BEHALF OF DR. E. JAN**

The current Graduate BMB program consists of six courses. Proposed changes were:

1. BIOC530 and BIOC521 to remain the same
2. Proposed 1.5 credit courses:

BIOC509 Membrane Structure and Function will be divided into:

BIOC552 - Membrane Proteins	alt years
BIOC553 - Advances in Lipid Biology	alt years

BIOC510 Nucleic Acids: Structure and Function will be divided into:

BIOC554 - Nucleic Acids: DNA/RNA Structure and Function	alt years
BIOC555 - Epigenetics	alt years

BIOC511 - Biochemical Aspects of Cellular Regulation will be shortened to a 1.5 credit course and course renumbered:

BIOC556 - Biochemical Aspects of Cellular Regulation	alt years
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BIOC514 Advanced Topics in Protein Chemistry will be divided into:

BIOC558 - Advanced Topics in Protein Chemistry I	alt years
BIOC559 - Advanced Topics in Protein Chemistry II	alt years

New Courses:

BIOC557 - Advanced Topics in Biochemical Approaches	alt years
BIOC560 - Computational Approaches in Biochemistry	alt years

Renaming of BIOC521 - Advanced Topics in Molecular Biology will be renamed:

BIOC551 - Advanced Topics in Biochemistry and Molecular Biology
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These changes are intended to promote separation of topics which in turn offer greater flexibility to students and instructors. The consultation process produced universally positive feedback.

**5.0. FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE ANNUAL REPORT – DR. B. LYNN**

A presentation was delivered summarizing the pre-circulated annual report. Some highlights were:

1. Coaching Ourselves – The program was deemed effective with the Committee recommending its continuation. Considerations for funding and sustainability are in process.
2. Clinical Faculty Mentoring Pilot Program – Recognizing the importance of mentoring for clinical faculty members, this learner-driven and scalable program is an initiative that will

engage 10 pairs of junior clinical faculty (mentees) and senior/more experienced clinical faculty (mentors) in an 8-month formal, structured mentoring relationship. A kickoff session took place on December 2, 2017.

3. BC Practice Improvement (PI) Hub – An overview of the Hub concept and its current form was presented to, and well-received by the Committee. It was thought to be of high relevance to clinical faculty by way of providing valuable practice improvement resources. The FoM provided funding to hire a consultant to build a platform. From framework development sessions, the Hub's three core elements were determined to be a repository, concierge, and a forum.
4. Committee Evolution – Under the FoM governance renewal process, the PD Committee is being evolved into the Faculty Professional Education Committee and Organizational Development Committee. The renewed Terms of Reference for the Faculty Professional Education Committee will come into effect at the Committee's meeting in March/April of 2018 – date to be confirmed.

A brief discussion followed regarding ideas to build and strengthen connections between distributed clinical faculty and FoM CPD. Some suggestions were: increasing visibility and reach, building partnerships with physicians and organizations around the province, increasing physician support in the first 6 – 9 months of practice, as well as continuous improvement in clinical faculty engagement and conscious linking back to the Faculty of Medicine.

Motion: That the Faculty Executive receive the Faculty Professional Development Committee 2016-2017 Annual Report.

**MOTION:** Dr. G. Parhar

**SECONDED:** Dr. S. Forwell

**CARRIED**

## **6.0. GRADUATE AND POSTDOCTORAL EDUCATION COMMITTEE ANNUAL REPORT – DR. W. ROBINSON**

A presentation was delivered summarizing the pre-circulated annual report. Some highlights were:

- Organizational structure – The organizational structure and role of the Faculty Graduate and Postdoctoral Education Committee were reviewed as presented;
- Trainee success – Graduate students received ~ \$9M in fellowships and awards (\$4.5M external);
- Graduate Student Initiative Fund & Graduate Student Recruitment Fund – 2016-17 and 2017 allocations, respectively, were outlined;
- Events – The *FoM Graduate Student Research Day*, the first of its kind in Canada, was held on May 26, 2017 and received largely very positive reviews; a new annual event *Building the Future: FoM Research Trainee Day & Lecture Series* will be held on February 16, 2018;
- Graduate Programs Spotlight – Graduate programs in Experimental Medicine, Medical Genetics, and Interdisciplinary Oncology were highlighted and reviewed individually. Unique aspects of each were briefly summarized;

- Continuing activities – From the presented list, expansion of the Friedman Award for Scholars in Health Program was highlighted. This was due to increased donations from the Friedman Foundation;
- Challenges & Future Goals – Presented topics include: 1) possibility of sharing of applications across programs and having a discussion regarding applicant quality in tandem with the UBC Faculty of Graduate and Postdoctoral Studies, 2) increased funding transparency, 3) increased recognition of FoM graduate programs, and 4) the need to standardize program reviews and renewals. To the last point, a possible solution could be for Heads and Directors to work together with Dr. Robinson’s team to establish a review process for program-specific educational components that is independent from review of Departments/Schools.

In the ensuing discussion, a question was raised regarding current state of the MD-PhD program. The program is undergoing continuous improvement in three major areas: 1) review of admissions process and active effort to realign processes in order to secure ideal candidates as early as possible, 2) new funding was received for MD-PhD and select resident programs; this is expected to continue with the demonstration of positive metrics, and 3) emphasis on FoM research and innovation during the admission process.

A comment was made that graduate student orientations should be recognized as an important venue where policies, procedures, and student resources can be communicated.

Motion: That the Faculty Executive receive the Graduate and Postdoctoral Education Office & Committee 2016-2017 Annual Report.

**MOTION:** Dr. R. Wong

**SECONDED:** Dr. G. Parhar

**CARRIED**

**7.0. FOM GOVERNANCE RENEWAL – DR. D. MONEY**

The renewed FOM governance structure was approved by FEX on September 26, 2017, by Full Faculty on November 14, and Senate on December 13. The renewed Terms of Reference for the Faculty Executive Committee will take effect at the subsequent meeting on March 20<sup>th</sup>. The five Department Heads and School Directors Committee (DHSD) members elected to serve on FEX are: Dr. Martin Gleave, Dr. Carolyn Gotay/Dr. Chris Lovato, Dr. Ed Moore, Dr. Sue Murphy, and Dr. Teresa Tsang.

**Action 1:** Bring forward “FEX items at DHSD for information” at a future DHSD meeting.

**8.0. ANY OTHER BUSINESS – DR. D. KELLEHER**

None.

Motion: That the Faculty Executive adjourn the meeting.

**MOTION:** Dr. D Maberley

**SECONDED:** Dr. G Parhar

**CARRIED**

**MEETING ADJOURNED AT 5:58 PM**