

The University of British Columbia
Faculty Executive Committee

November 17, 2020
4:00 to 6:00 pm (Virtual Meeting)
Minutes

Attendance: Dr. Dermot Kelleher (Chair), Dr. Mike Allard, Dr. Aslam Anis, Dr. Joseph Anthony, Mr. James Beresford, Dr. Sarah Brears, Dr. Ed Conway, Ms. Alexis Davis, Dr. Allison Eddy, Dr. Bruce Forster, Dr. Martin Gleave, Ms. Roslyn Goldner, Ms. Jenn Golinski, Dr. Joerg Gsponer, Ms. Kazuko Hiroe, Dr. Cheryl Holmes, Dr. Maria Hubinette, 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, Dr. Alex Scott, 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: Dr. Francois Benard, Ms. Leanne Denis, Ms. Cristina Rubino, Ms. Cindi Valensky, Ms. Katie White

Guests: Dr. Jim Christenson, Mr. Andrew Glynn, Dr. Dean Jones, Ms. Catherine Macala, Dr. Shahin Shirzad

Locations: Virtual via Zoom

Note: Electronic voting was conducted in real time using Qualtrics.

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 SEPTEMBER 15, 2020 – DR. D. KELLEHER

MOTION: That the Faculty Executive approve the minutes of the September 15, 2020 meeting.

MOTION: Dr. B. Forster

SECONDED: Dr. A. Anis

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 Women+ and Children's MSc & PhD programs

Motion: That the Faculty Executive approve the Women+ and Children's MSc & PhD programs.

MOTION: Dr. R. Wong **SECONDED:** Dr. E. Moore **CARRIED**

- o 4.2 Fraser Cohort

Motion: That the Faculty Executive approve the Fraser Cohort proposal.

MOTION: Dr. R. Wong **SECONDED:** Dr. J. Antony **CARRIED**

- o 4.3 Surgery Program Admissions Suspension

Motion: That the Faculty Executive approve the Surgery admissions suspension.

MOTION: Dr. S. Brears **SECONDED:** Dr. R. McMaster **CARRIED**

- o 4.4 MPH/Nursing MPH/Dentistry admissions suspension

Motion: That the Faculty Executive approve the MPH/Nursing MPH/Dentistry admissions suspension.

MOTION: Dr. R. Wong **SECONDED:** Dr. C. Jevitt **CARRIED**

- Category 2 Proposals
 - o 4.5 Biomedical Engineering
 - o 4.6 Surgery course deletions
 - o 4.7 MPH 525/527

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

MOTION: Dr. J. Anthony **SECONDED:** Dr. M. Allard **CARRIED**

5.0. MD ADMISSIONS VIRTUAL MMI 2021 – DR. S. SHIRZAD AND DR. C. MACALA

In light of COVID-19 and the challenges with in-person admissions interviews, the MD Admissions Office proposed to move to a virtual interview process until public health measures allow the in-person interviews to resume.

In the ensuing discussion, it was suggested that an omnibus motion may be considered to allow all programs affected by the current public health orders to conduct their multiple mini interviews virtually

Motion: That the Faculty Executive approve the proposed change to the MD Admissions Multiple Mini Interview from being conducted in person to be completed virtually until the public health measures are removed.

MOTION: Dr. B. Forster **SECONDED:** Dr. R. Wong **CARRIED**

6.0. POSTGRADUATE MEDICAL EDUCATION COMMITTEE (PGME) ANNUAL REPORT – DR. R. SIDHU

The Postgraduate Medical Education Committee annual report was presented as circulated. Highlights include:

- March 2020 Accreditation review update – results were very positive; Dr. Sidhu thanked Faculty and unit leadership for their support throughout the process;
- Identified areas of strengths for the overall institution include commitment to societal accountability and the use of the Evaluation Studies Unit in supporting the continuous quality improvement (CQI) processes; post-review priorities highlighted;
- PGME faculty & administrative appointment update;
- Competence Based Medical Education (CBME) update – initiatives currently underway, timeline, challenges reviewed;
- The impact of COVID-19 on the PGMEC has been substantial. PGME leadership has been meeting with both internal and external stakeholders regularly to best support the program through the challenging times. PGME continues to be responsive and understands that circumstances are constantly changing.

Future matters with CaRMS and the elective specialties process was briefly discussed. It was noted that the Office of Student Affairs has increased online career advising support to help students navigate the current situation.

The Dean acknowledged PGME leadership for the tremendous work in the past year.

Motion: That the Faculty Executive receive the 2019/2020 Postgraduate Medical Education Committee annual report as circulated.

MOTION: Dr. R. Wong

SECONDED: Dr. A. Eddy

CARRIED

7.0. RESEARCH COMMITTEE ANNUAL REPORT – DR. R. MCMASTER

The Research Committee Annual Report was presented as circulated. Areas of foci for the committee include:

- Conducting a formal vote and endorsement of new centres and programs that come forward. In the past year, the committee voted for the approval of the establishment of the BC Cancer Research Institute, which received subsequent unanimous support from both the Faculty and UBC Senate;
- With the advent of COVID-19, the focus of the committee has been on building the foundations for the safety plan as well as Stage 2 resumption of research;
- For the coming year, the focus of the committee will be the strategic plan refresh.

The Dean acknowledged the Research Committee for its work in the past year.

Motion: That the Faculty Executive receive the 2019/2020 Research Committee Annual Report as circulated.

MOTION: Dr. C. Lovato

SECONDED: Dr. J. Anthony

CARRIED

8.0. FINANCE COMMITTEE ANNUAL REPORT – MS. S. JORDAN GAETZ AND MR. A. GLYNN

The Finance Committee report was presented as circulated. Key highlights include:

- Overview of committee purpose and membership;
- The committee’s mon-routine area of responsibility from the report year was centered around Workday implementation and interactions with the central Workday team to provide both general feedback and those more specific to the Faculty of Medicine;
- Minor changes to the Terms of Reference were highlighted for information.

Motion: That the Faculty Executive receive the 2019/2020 Finance Committee Annual Report as circulated.

MOTION: Dr. M. Allard

SECONDED: Dr. M. Hubinette

CARRIED

9.0. DEPARTMENT OF EMERGENCY MEDICINE INTERNAL REVIEW REPORT & RESPONSE – DR. J. CHRISTENSON

The Department of Emergency Medicine Internal review report was presented as circulated. The internal review was conducted in February 2020:

- Key strengths include the undergraduate medical education program, residency training program, the research programs and the Emergency Medicine Network;
- Key issues reviewed;
- Recommendations for the department include selecting interim co-heads instead of a single Department Head, focusing on stabilizing the health of the department and to strive for a balanced budget over two years;
- It was noted that a review of the departmental administrative structure will be undertaken and that efforts have been made to convene a working group to document the current state of Equity, Diversity and Inclusion and to set up a survey of the faculty for widespread feedback.

Motion: That the Faculty Executive receive the Department of Emergency Medicine internal review report & response as circulated.

MOTION: Dr. M. Allard

SECONDED: Dr. M. Hubinette

CARRIED

10.0. PROVIDENCE HEALTH CARE RESEARCH INSTITUTE (PHCRI) EXTERNAL REVIEW REPORT & RESPONSE – DR. D. KNIGHT

The Providence Health Care Research Institute external review report was presented as circulated. The external review was conducted in March 2020:

- The PHCRI has a strong relationship with the Faculty of Medicine;
- The review provided fourteen recommendations centred around themes of governance and relationship with PHC, organizational structure and organizational function;
- Implementation of recommendations are already underway, including strategic plan implementation, governance review, successful recruitment of Director of Operations, IT

platform(s) restructure, Executive committee and Scientific Advisory Board Terms of Reference as well as the Providence Health Innovation Research Engagement initiative.

In the ensuing discussion, the intersection between Institute and Faculty/University IT was briefly discussed, with an offline conversation to take place from a network, desktop and cybersecurity perspectives.

Motion: That the Faculty Executive receive the Providence Health Care Research Institute external review report and response as circulated.

MOTION: Dr. R. McMaster

SECONDED: Dr. F. Benard

CARRIED

11.0. DIVISION NAME CHANGE – DR. A. PALEPU

The proposed Division name change from Division of AIDS to the Division of Social Medicine was presented. This name change was requested to accurately reflect the work that is performed by the faculty members of the Division, whose research is focused on social epidemiology and addresses the social determinants of health and health outcomes, particularly for individuals who are vulnerable to poor health outcomes.

Motion: That the Faculty Executive approve the proposed Division name change from Division of AIDS to Division of Social Medicine.

MOTION: Dr. M. Allard

SECONDED: Dr. R. McMaster

CARRIED

12.0. ANY OTHER BUSINESS - ALL

No discussions arose.

Motion: That the November 17, 2020 Faculty Executive meeting be adjourned.

MOTION: Dr. E. Moore

SECONDED: Dr. J. Anthony

CARRIED

MEETING ADJOURNED AT 6:00PM