



McGill

Faculty of
Medicine and
Health Sciences

Faculté de
médecine et des
sciences de la santé

DEPARTMENT OF
EMERGENCY MEDICINE

APRIL 7, 2021

MESSAGE FROM THE CHAIR OF EMERGENCY MEDICINE

The Department of Emergency Medicine is committed to cultivating a culture that values, supports, and promotes equity, human rights, respect, and accountability among faculty, staff, and students – in programming, teaching and learning, scholarship, and advocacy.

In the coming months, the Departmental Executive plans to develop a strategy for integrating EDI into our culture, from the ground up.

Each member of the Department will have a role to play in helping us develop and achieve these objectives. We will ensure that EDI thrives in our department and enriches the lives of everyone by working together.

**Launch of the Promotions Process in the Department of Emergency Medicine
~Fall 2021 Deadline~**

This notice is intended for faculty members in the Department of Emergency Medicine who are interested in being considered for promotion:

1. From Faculty Lecturer to Assistant Professor
2. From Assistant Professor to Associate Professor
3. From Associate Professor to Full Professor

Consult the Faculty of Medicine and Health Sciences Website for detailed information on criteria for promotion to:

1. [Assistant Professor or Associate Professor](#)

2. [Full Professor](#)

Consult the [McGill Department of Emergency Medicine: Process and Criteria for Academic Promotion](#) for additional insight specific to Emergency Medicine (login using McGill credentials required to access this document)

By April 26th: Notify ej.brooks@mcgill.ca by email if you are considering applying for promotion and submit an up-to-date curriculum vitae using the [McGill cv format](#), clearly indicating the frequency and duration of hours for professional and academic activities.

By May 10th: Potential applicants submit their completed application to the departmental office. Submit to ej.brooks@mcgill.ca

The departmental promotions committee will meet in June to review applications and final dossiers will be submitted to the Dean's office by October 15th

New Digital Research Services Team and website for McGill

McGill has established a new Digital Research Services (DRS) team and launched a [website](#) to help provide McGill's researchers with guidance and advice on the available services and infrastructure they can access to conduct leading-edge research and innovation across all disciplines.

The team will provide services directly to the McGill research community, including advising on granting agencies directives for grant applications, assistance in accessing computing and storage resources, as well as advice on data management and research software development. DRS is a joint effort by Research and Innovation, Libraries, and IT Services. [Learn more](#).

Redirecting (Forwarding) McGill e-mail to another service provider

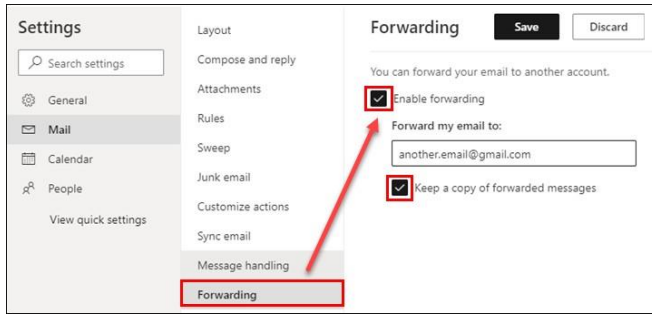
The Faculty of Medicine and Health Sciences communicates with its faculty members by e-mail addressed to their McGill e-mail address (firstname.lastname@mcgill.ca). This is the official means of communication with faculty members.

Should you wish to redirect (forward) your McGill email to another provider, please follow the steps below:

1. Go to the **Outlook.com** web interface at <https://outlook.com/mcgill.ca> ; sign in using your **McGill e-mail address** and Password (firstname.lastname@mcgill.ca)
2. Click the gear icon in the top right corner, and, at the bottom of the **Settings** pane, click **View all Outlook settings**.



3. Under the **Mail** settings, click **Forwarding**



Check the box labeled **Enable forwarding**, and enter the email address to which you want your mail forwarded.

4. Click **Save**.

Your mail should now be forwarded (redirected) to the address you specified. You may want to do a test to see if mail sent to your McGill mail account is received at the forwarded account; if not, it may mean that the external mail provider does not accept forwarded messages.

Adapted from: <http://kb.mcgill.ca/#tab:homeTab:crumb:8:artId:5908:src:article>

Be safe, be well, and be kind,
Marc

Marc Afilalo, MD, MCFP(EM), CSQP, FACEP, FRCP
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Director, Emergency Department, Jewish General Hospital