

## Faculty of Medicine Equity Committee (FOMEC)

Monday, February 11, 2019, 14h-15h30

3605 de la Montagne | Montréal

### MINUTES

**Members present:** Saleem Razack (Chair, SACE Director, non-voting), Jessica Barudin (IHPP, alternate), Elizabeth Hillier (Graduate student rep), , Leah Moss (Associate Director, Educational Units, corresponding member, non-voting), Patricia Tonin (Faculty), Hiba Zafran (Faculty), Craig Mandato (Basic Sciences Chair), Sara Saunders (APP rep), Michael Shevell (Clinical Department Chair), Elizabeth Hillier (Graduate student rep), Matha Chamodraka (PGME, WELL), Noémie La Haye-Caty (Med student rep), Hiba Zafran (Faculty).

**Regrets:** Sameer Zuberi (Secretary, SACE Manager, non-voting), Nicole Li-Jessen (WPC Chair), Seeta Ramdass (Community), Jongwoo Kim (learner), Melissa Park (faculty), Angela Campbell, Safina Adalia, Veronica Amberg (SEDE).

Meeting chaired by S. Razack; minutes by L. Moss. Quorum reached.

AGENDA ITEM	RESPONSIBLE	ACTION
<b>1. Welcome</b> Meeting opened at 14h10.	S. Razack	
<b>2. Approval of agenda</b> Agenda approved.	S. Razack	
<b>3. Approval of past minutes</b> October 25, 2018 minutes approved December 3, 2018 minutes approved	S. Razack	
<b>4. Chair's Report</b> SACE Office is working on diversity reports. The PGME diversity report will be discussed in today's meeting and then sent to Dr. Aalamian for interpretation and policy development.	S. Razack	

<p>The UGME diversity report will be sent to the WPC for ratification by the end of February. By the end of April, the SACE Office is expected to complete the diversity reports for ISON, SPOT and SCSD. All reports will be presented at FOMECE as a point of information.</p> <p>SACE is also working on accreditation responses related to Social Accountability for PGME (due in March) and UGME (due in May).</p> <p>SACE is in development of a Faculty diversity survey and a graduate student survey (to be discussed in this meeting)</p>		<p>Diversity reports to be shared at future FOMECE meetings</p>
<p><b>5. PGME Diversity Survey</b></p> <p>S. Razack presents the salient points and highlights from the PGME diversity survey.</p> <p>FOMECE suggests the following:</p> <ul style="list-style-type: none"> <li>• Investigates ways to increase response rate (current survey response rate is 15%)</li> <li>• Harmonize questions related to: <ul style="list-style-type: none"> <li>○ Religion, religious affiliation, practice etc</li> <li>○ Language</li> </ul> </li> <li>• Consider adding a question on parenthood</li> <li>• Consider adding a question on support systems</li> </ul>	<p>S. Razack</p>	<p>LM: to compile all questions related to religion and language and send to group for suggestions on harmonization</p>
<p><b>6. Graduate Student Survey</b></p> <p>Elizabeth Hillier, Saleem Razack and Aimee Ryan are developing a graduate student survey. Areas to include: learning environment, intimidation, career planning, mentorship and supervision.</p> <p>The draft survey will be shared with FOMECE via email (between meetings) for feedback. Expected dissemination in April.</p> <p>S. Razack and A. Ryan will be meeting with Diana Colby (Director, Communications Office) to discuss a communication plan for raising awareness for greater participation.</p>	<p>S. Razack</p>	<p>FOMECE to provide feedback on draft survey via email.</p>

<p><b>7. Faculty Diversity Survey</b></p> <p>Tynan Jarrett, McGill Employment Equity Advisor, S. Razack and Patricia Tonin are developing a Faculty diversity survey.</p> <p>FOMECC can expect a draft survey in mid-March for review and comments.</p> <p>FOMECC suggests adding a question on “burn-out”.</p> <p>Communications: the dissemination of this survey may require a communications plan of raising awareness for substantial participation. As well, contact with the Associate Directors of the Administrative Excellence Centres (AECs) may be necessary to retrieve up to date lists to disseminate survey.</p> <p>J. Barudin suggests identifying ‘champions’ to talk about the survey – as not only a survey but a start of action that can lead to positive changes.</p>		<p>S. Razack to look at literature on ‘burn-out’.</p>
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Meeting adjourned at 15:30h.