



Minutes of the meeting of the Faculty Council Steering Committee held on April 4, 2018 at 1:00 p.m. in the Dean's Conference Room (Room 103, 3605 de la Montagne).

## PRESENT

Brown, Karen  
Filion, Françoise  
Robaire, Bernard

Colby, Diana  
Kafantaris, Demetra

Eidelman, David (Chair)  
Liben, Stephen

**Regrets:** Liang Chen, Caroline Hosatte-Ducassy, Behrang Sharif

### 1. Review of the January 31, 2018 Steering Committee Minutes

The minutes were approved without change.

### 2. Review of the February 28, 2018 Faculty Council Minutes and debrief on meeting

The minutes were approved without change.

### 3. Topics to consider for next FC meeting on May 23 [education, research, students]

#### New topics:

*i. Students' topics/issues?*

A quick discussion was held on the topic of CHASM. F. Filion indicated she would verify with the responsible student to confirm if she would be prepared to present.

<b>ACTION:</b> D. Kafantaris to verify with F. Filion whether student can attend and speak to student aspect of CHASM. F. Filion to confirm student's full name.
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*ii. Faculty Attendance*

B. Robaire expressed his disappointment with the attendance at the February 28 Faculty Council meeting. He suggested that we establish a set of rules whereby for any member that misses more than 3 consecutive meetings in a given year, their membership status will be reviewed. All were in agreement.

K. Brown asked what quorum normally is at such meetings. D. Colby and D. Kafantaris both replied it is 50+1. K. Brown further noted the Outaouais topic that was presented at the last meeting was a substantive one, wondering whether quorum was required in order to present it. The Chair indicated the goal of that presentation was to ensure that the information was presented to our broader community and that no vote was needed, thus quorum would not have been necessary. D. Colby suggested perhaps including an announcement in Med E-News regarding the topics being discussed at each Faculty Council meeting to reach that broader distribution target with advanced notice. All agreed.

B. Robaire informed the Steering Committee of the feedback he had received following the Admissions presentation, and many colleagues expressed concern about losing good candidates who do not speak French. The role of the Faculty Council and the issue of quorum was further discussed. The Chair provided an example of a Faculty-wide policy that will require Faculty Council approval - the Code of Conduct – which will be presented at a near future meeting, and for which quorum is essential in order for a vote to be held. The issue of quorum is only an issue if a Faculty Council member asks for it. S. Liben suggested that explaining the reasons/requirements for quorum at the next meeting (i.e. need for a vote, etc.) could potentially lead to greater participation.

The Chair agreed with an earlier point made by B. Robaire, that people view these meetings as informational, and may explain decreased attendance. B. Robaire stated that with controversial issues soon to be brought up, i.e. the notion of having a “School of Medicine”, he suggested summarizing the pros and cons for each notion. D. Colby added that a slide could be incorporated with topics “coming soon” so that attendees could be forewarned and plan their schedules accordingly. The Committee for Medical Education Governance (CMEG) will provide results on what works and what does not regarding the School of Medicine. He further added that the Principal has expressed some concern and suggest that we need to be careful with the re-naming of the Medical School/Faculty of Medicine.

The Chair then asked the Steering Committee about whether Faculty Council meetings and Town Halls should be held as one. Members noted Faculty Council is already open Faculty-wide and thus acts as a Town Hall. K. Brown inquired whether location might be an issue affecting attendance. The Chair confirmed that based on past experience, hosting Town Hall meetings in hospitals does not increase participation. It was agreed that the Terms of Reference and membership/attendance issues should be brought to the next Faculty Council meeting.

K. Brown mentioned a potential discomfort from members or the general audience in asking questions at meetings. She asked whether one is required to state his or her name when asking a question. The Chair replied that normally it is preferable to identify oneself, but noted that to not put individuals on the spot, questions could be listed on a slide as a sort of “FAQ,” facilitating the exchange and encouraging feedback.

Going back to a point made at the Faculty Council meeting, regarding the controversial topic of residents having issues speaking with patients in French, F. Fillion commented that in the Ingram School of Nursing, nursing students can only be encouraged to take French courses; it is not required. The Chair indicated that this is difficult to explain with respect to our social responsibility and the community we serve. S. Liben noted that even for residents who have been offered French courses, results are not very good. He suggested holding this debate at the next Faculty Council meeting for members' input. All agreed.

**ACTION:** D. Kafantaris to rework agenda to allow enough time for discussion.

- iii. *Emergency Medicine Provisional Dept.*  
No discussion was had.

**Topics previously suggested:**

- iv. *Bicentennial planning*  
Discussion ensued on whether this topic could be left for a future meeting. D. Colby indicated that Dr. B. Brais is the academic lead on this initiative and given the state of planning, an update could be delayed to the September meeting.
- v. *Project Renaissance: Academic Affairs*  
M. Ludwig is to present at the May 23 meeting.
- vi. *Ophthalmology Dept: name change*  
Members reconfirmed that L. Levin, Chair of Ophthalmology should present in May.
- vii. *New CAS guidelines passed by Senate*  
No discussion was had. This topic may be included in the presentation made by M. Ludwig and Project Renaissance: Academic Affairs.
- viii. *CHASM- student led project*  
Topic discussed at onset of meeting. See notes on page 1.

**Standing/Routine Agenda items:**

1. Dean: approval of the agenda

The Chair noted the selection of the language debate and CHASM as education and student topics. For research, B. Robaire suggested M. Tremblay could present his research project on stem cells. The Chair agreed.

**ACTION:** D. Kafantaris to verify with M. Tremblay his availability to present in May.

2. In Memoriam

No discussion was had.

3. Report from the Steering Committee

No discussion was had.

4. Consent Agenda items:

*a. FC Minutes*

As per usual, the FC Minutes will be included as a Consent Agenda item.

*b. Report from the Nominating Committee*

No discussion was had. This report will be included on the Consent Agenda.

5) Business Arising

*a. FC Election renewal of membership*

After some discussion on whether to allow membership turnover to replace half of the Faculty Council's membership at a given time, it was decided that two options would be provided to FC members as follows: 1) Change term to 2 years and half the Council will turnover each year; or, 2) Keep Council term as is (3 years) and have 1/3 turnover each year. B. Robaire added a 2 or 4 year term would affect results. The Committee agreed that a slide listing the pros and cons for each would be beneficial. D. Kafantaris asked whether launching new membership elections should be done after the fall meeting. Members agreed that membership elections should be launched following the May 23 meeting, ensuring new members are instated in time for the first meeting in the fall. D. Colby added that, in an effort to attract member attendance, in the email that is sent to Faculty Council, we should clearly indicate a list of items for "vote" and major topics to be discussed, stating member input is essential.

*b. ESP new hires (Assistant Dean)*

No discussion was had.

*c. Campus Medical Outaouais admissions*

See discussion on pages 2-3.

6) Dean's updates:

*a. Project Renaissance*

*i. FoM space*

It was decided the Chair would provide a quick update on budget, along with an update on the Powell building planning. The Chair indicated that in theory, the Powell development would take place over the next 5 years, but also noted the timeline is ever changing. More clarity is needed as to the full degree of occupancy

by the Faculty of Medicine (80% has been stated). D. Colby indicated she could include a slide which would demonstrate what is known, to date, versus what is unknown regarding the Powell. All agreed.

ACTION: D. Colby to include specific elements of known/unknown regarding the Powell building.
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*ii. CMEG*

See notes on page 2.

*b. CLIC judging results, Hakim prize*

No discussion was had.

*c. McGill 25/ Capital Campaign*

No discussion was had.

*d. MI4*

No discussion was had.

7) Dean's yearly: State of the Faculty

It was agreed that given the busy agenda, the Chair need only present a brief presentation which will focus on the Faculty's budget situation (5-10 min).

8) Kudos

No discussion was had.

9) Town Hall – open session

No discussion was had.

There being no other business to address, the meeting ended at 1:56 p.m.