

DEANERY EXECUTIVE COMMITTEE (Deanery) Meeting Minutes

Present: D. Eidelman, S. Benaroya, P. Allison, A. Gagnon, D. Colby, B. Cummings, D. Boudreau, A. Majnemer, M. Shevell, M. Boillat, L. Lalla, S. Razack, A. Aalamian, L. Snider, D. Kafantaris (secretary)

Regrets: M. Ludwig, S. Baum, R. Kearney, E. Davis, J. Leebosh, M. Pell, P. Mongrain, P. Gros

TOPICS	SUMMARY OF DISCUSSION	ACTIONS TO TAKE	TIMELINE
1. Review of agenda; Minutes of January 9, 2017	The Agenda was approved without change. The Minutes were approved without change.		
2. Business Arising from the Minutes / Dean's updates	<p>Business Arising:</p> <ul style="list-style-type: none"> • MDCM Accreditation: the Dean reported that we have prepared well for the CACMS limited site visit scheduled for February 6 - 7. • Campus médical Outaouais: Media coverage continues regarding French language elements of the program's first 18 months. The Faculty is working on a strategy with the Ministry of Education to address this issue. • Space: The Dean was given the good news by the Provost yesterday that the Faculty of Medicine will be the champion of the new Powell building to be built on the corner of Peel and Dr. Penfield. To help frame our space needs, A. Majnemer has been mandated to carry out a needs assessment for Education and P. Gros will be assessing space needs for Research. 		
3. LEAP Terms of Reference	<p>A. Majnemer presented the proposed Terms of Reference for LEAP (Learning Environment Action Panel). Members of this committee have held their first meeting whereby they agreed to start with a focus on UGME/PGME, only involving the Professional Schools in January 2018. The Deanery members strongly recommend that School representatives be invited to participate at the outset and not delay their involvement until 2018. Appropriate representatives for each school will be identified. After further discussion, the following changes were recommended:</p> <ul style="list-style-type: none"> • Present a clearer description of the committee's roles and responsibilities (e.g. faculty-wide, strategic, and proactive). • Clearly define the level of authority and decision-making (more than advisory). • Describe how this committee complements other related wellness or learning environment committees. 	A. Majnemer will distribute revised ToR to Deanery by email for approval.	February 2017

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	A. Majnemer will revise the Terms of Reference accordingly.		
4. Dissemination & Discussion of Faculty Budget	M. Shevell thanked Dean Eidelman for asking Pascale Mongrain to present an overview of the Faculty's financial status at the last FLC meeting and requested further information regarding the actual allocation of faculty funds, including tuition fees, international revenue, and other funds and the process by which this is done. The Dean indicated that he has already planned to focus the next FLC meeting on financial allocation processes and decision-making mechanisms for allocating or redistributing funds. The Dean further confirmed that such a detailed budget discussion will be held annually with the FLC.		
5. Round Table discussions	<p>A. Aalamian, 2016-2017 Calvin L. Gutkin Family Medicine Ambassador Award: The recipient this year is Dr. Louise Nasmith who will be travelling and presenting the following topics:</p> <ol style="list-style-type: none"> 1. Team-based primary care – setting up and maintaining teams 2. Leadership – change; creating respectful environments; making strategic partnerships 3. Teaching and learning of Resilience for health care professionals <p>A. Aalamian noted that the 2nd and 3rd topics could be very useful to us. A. Majnemer suggested a fall lecture event, perhaps in a hospital setting. She will further reflect on a program and consider inviting Dr. Nasmith as a Dean's Distinguished Holmes Lecturer.</p> <p>D. Colby, US President Executive Order regarding immigration regulations: After some discussion, the Dean asked D. Colby to draft a short memo explaining the University's (Provost) oversight regarding the impact on staff, faculty or students. P. Allison mentioned that U.S. Associations and other organizations are seeking clarity on the Executive Order.</p>	<p>A. Majnemer will recommend a lecture program for Dr. Nasmith in fall 2017.</p> <p>D. Colby will craft a memo to be communicated faculty-wide.</p>	Immediate

Meeting ended at 13:35.