



Minutes of the 17th meeting of the Faculty Council held on February 25, 2020 at 4:30 p.m. in Room 504, McIntyre Medical Building

FACULTY COUNCIL MEMBERS PRESENT

Adams, Annmarie	Gan, Amy (SPOT undergrad delegate)	Sagan, Selena
Alani, Sanah (virtually)	Gonnerman, Laura	Saunders, Sara Lizabeth
Allard, Robert	Habib, Rami (MSS)	Schmitz, Norbert
Arora, Anish	Khalil, Elene	St-Arnaud, René
Au, Melanie	Levental, Mark (virtually)	Tonin, Patricia
Barnett, Tracie (Family Medicine delegate)	Loiselle, Carmen (virtually)	Tourian, Leon
Barrington-Leigh, Christopher	Marelli, Ariane	Toussaint, Paule-J.
Biskin, Robert Simon	Mondou, Mélanie (virtually)	Tsimicalis, Argerie
Cambrosio, Alberto	Nardini, Sonia	Vargas, Javier
Daniel, Sam	Nordstrom, Scott (virtually)	Venne, Gabriel
Eidelman, David	Patoucheas, Chrisoula	White, John
Fice, Heather (postdoc delegate)	Robaire, Bernard	Wilson, Heather
Filion, Francoise	Robbins, Shawn	Yang, Stephen
Fuhrer, Rebecca (EBOH delegate)	Ruthazer, Edward	
Funnell, Robert	Sacre, Lauralicia	

REGRETS

Marc Afilalo, Steven Backman, Jake Barralet, Chantal Bernard, Ali Bessissow, Miriam Boillat, Maxime Bouchard, John Chen, Tim Evans, Jean-Pierre Farmer, Robert Gagnon, Richard Gosselin, Melissa Henry, Srinivasan Krishnamurthy, Louisa Mussells-Pires, Brent Richards, Charles Rohlicek, George Roumeliotis, Alan Spatz, Catherine St-Cyr, Robert Sternszus, Ursula Stochaj, Michel Tremblay, Jean-Marc Troquet, Sophie Vaillancourt, Lucy Vieira, Francine Wein.

SECTION I

(D. Eidelman)

1. Welcoming Remarks from the Chair

The Chair began by welcoming Faculty Council members and guests to the 17th Faculty of Medicine Faculty Council meeting, noting that the livestream option was available for those who wished to partake virtually. A recording of the meeting will be available for reference.

2. Approval of the agenda

The agenda was reviewed and members were asked for comments, corrections or additions. There being no changes to the agenda, the Chair proceeded to welcome new members, including staff and students, both to Faculty Council and to the Steering Committee (see presentation for list of names).

3. In Memoriam

As per McGill tradition, a moment of silence was observed to remember Faculty members who had recently passed: Drs. Ernest Seidman, Chawki Benkelfat, Isaac Fried, Leonard Pinsky, Shulmon Friedman, and Kenneth Morgan.

SECTION II

4. Helping Hands:

*(M. Chandramohan D. Kaufman, &
T. Sangarapillai)*

M. Chandramohan, D. Kaufman and T. Sangarapillai provided a brief history and overview of this medical student project that supports women dealing with socioeconomic disparities by providing them with feminine hygiene kits (see presentation for further details). It was noted that this group applied for 4 grants at its onset, all of which were granted. These kits were created via connections made with wholesalers. The students explained a survey was created and given to each patient/resident who receives a kit to rate and adapt the contents accordingly. To date, 533 kits have been handed out, each lasting one month. Students from various disciplines come together to assemble the kits, along with social workers and pharmacists, and anyone in the community who is willing to help.

The Native Women's Shelter of Montreal and CLSC Parc Extension projects were outlined as current projects (see presentation for details). With the hope of expanding further, the presenters indicated they are seeking funding, fundraising opportunities and space to use for storage. C. Barrington-Leigh asked if the students have plans to measure effects on compliance with the support of the kits. M. Chandramohan replied noting the challenge to do so, mainly due to the difficulty of measuring compliance of patients at the Chronic Viral Illness Service as many patients suffer from illnesses that are stigmatized (e.g. HIV), and they strive to ensure anonymity in their surveys.

5. Graduate Students Survey

(A. Ryan)

A. Ryan provided an overview of this survey, which benchmarks issues for graduate students related to equity, diversity, inclusion and experience. The survey was developed along with Saleem Razack in the Social Accountability and Community Engagement Office in December 2019. The anonymous survey aims to ask graduate students about their experience, and was extended to the postdoctoral fellow community (see presentation for details). She indicated results are expected in

spring 2020, with a report to be generated in late spring/summer and disseminated to stakeholders by the fall. She noted that the report will be disseminated as a general overview highlighting the areas in which our programs are doing well, as well as areas for improvement. A. Ryan indicated that graduate student harassment is largely unspoken of, but in meeting with them, she noted these students are vulnerable, thus she is hoping to develop initiatives to improve the situation. She spoke of creating a health and wellness working group for graduate students, largely to be run by them, to assess their needs and how best they can be helped. She explained that in the Faculty of Medicine, graduate students who are not in a health professional program are not serviced by the WELL office, which is a large inequity.

She mentioned a 30% response rate to date out of 2,500 graduate students, noting the incomplete responses are quite significant and possibly due to the emotional nature of the survey questions. She was pleased to report that the Dean of Graduate Studies, J. Nalbantoglu, is prepared to roll this survey out across all faculties by the fall, and then every two years. The Chair thanked Dr. Ryan and her team for their diligent work, underscoring the importance of this initiative.

6. UGME French/English Language assessment: *(K. Hooton)*
a pilot project

The Chair expressed that it is increasingly important to be proficient in French, as well as English, particularly in the Professional Schools, in order to effectively work in stage and clinical settings. He reminded members that Nursing had presented at a previous Faculty Council meeting to speak about their initiative, and of the past proposal to change the admission criteria for Medicine. He introduced K. Hooton, who explained that following MDCM program committee updates to the language policy last year, they tested language skills of all incoming students, noting those who had not studied for at least one year in French or English at a secondary/post-secondary institution or did not do their interviews in either language were tested. For this pilot, UGME partnered with the School of Continuing Studies in summer/fall 2019 and created a communication plan and resource information sheet for admitted students so that, once the results of the language assessment were communicated to students, they could point them to resources to improve language skills (see presentation for further details). She suggested various courses for language skill improvement, including summer intensive options and evening classes, noting that it takes approximately two courses to improve one full language level. Moving forward, K. Hooton shared UGME Admissions would like to obtain a second year of data (see presentation).

B. Robaire asked whether classes at Campus Outaouais are going to be recorded so those on the Montreal campus will have a chance to hear classes in French. The Chair replied that all students will have access to both English and French language materials, including recorded lectures on both campuses. The Chair noted he is reassured that UGME has only a 15% challenge in language proficiency, indicating that when Nursing did the same exercise, proficiency was much lower. This was confirmed by F. Filion who explained there were cases of Nursing students being returned from their clinical placements due to a lack of French language proficiency. A. Tsimicalis later

confirmed that from the statistics in Nursing, there is close to 30% who are challenged in French language proficiency for U0, noting most applicants in this year come from outside Quebec.

S. Daniel suggested that having a learning management system available in both languages would be helpful. The Chair indicated the learning system is available both in English and French. A. Andermann asked whether there were any students who did not meet the English requirement. The Chair confirmed that was not the case. K. Hooton added that in general at McGill, there is a baseline English requirement; however, if the student is from a non-English speaking country and did not study in English, the student must submit a TOEFL score. In Medicine, this is not requested often, as we have a very small number of international students.

J. White asked, when out-of-province/country students apply to Medicine, whether they see statements of proficiency in French as is highly recommended. The Chair confirmed all students do, however the question is whether to make language proficiency compulsory for Medicine as it is being explored by Nursing. E. Khalil asked whether UGME is testing minimal proficiency both verbally and written. K. Hooton replied UGME is using placement tests developed by Continuing Studies that assess both listening and written, and have found that this is an accurate proxy for oral and written skills. S. Benaroya added that the vast majority of medical school admissions are from Quebec by government decree which differs quite greatly from residency training, where issues of French proficiency become apparent at the bedside, where we have residents from outside the province whose second language is English and not French. He stated both issues need to be addressed going forward. R. Cruess commended the Faculty's emphasis on inclusion and not exclusion.

7. Flexible Work Arrangements – Pilot Program

(D. Kafantaris)

D. Kafantaris provided an overview of this pilot program launched university-wide in February 2020, noting employers and employees are looking for ways to improve work/life balance. She underscored the trial status for this year. The pilot program aims to provide more flexibility to employees, while also ensuring productivity. The outcomes of the pilot will be reviewed at the end of December 2020 (see presentation for details). Participation in this program is voluntary and conditional upon the manager's approval. Individual unit managers as well as the Faculty's HR team are in the process of reviewing all requests. The Program offers two options: 1) flextime (altering one's start/end time or lunch period while still working the same number of hours per day) and 2) working from home (for one day a week, noting this requires the requestor to have the necessary setup at home. The University will not pay for any home office equipment such as computer/printer, etc.) She outlined "work from home parameters," stressing this option should not be used to care for sick family members or dependents. D. Kafantaris further outlined the process for submitting requests, approval/denial, and the pros and cons of the pilot program (see presentation for details).

E. Ruthazer asked whether this may be an opportunity to spread Summer Fridays across the week to allow Fridays as a functional work day. D. Kafantaris replied Summer Fridays are a separate arrangement and represent an established university benefit. The Chair stated that Summer Fridays are days off, whereas flexible work arrangements are about working from home. B. Robaire then asked whether it is the manager's responsibility to consult with others who will be affected. D. Kafantaris replied it is the duty of the manager to ensure the smooth functioning of their unit/department and this should include consultation with those impacted. A. Tsimicalis asked if this would be rolled out to teaching/research assistants and other groups. D. Kafantaris replied that the pilot will run until the end of the calendar year. If upon review we have demonstrated that we can do this well, there may be an opportunity to expand this beyond admin and support staff. A. Marelli mentioned that, clearly, this is forward-thinking, but wondered how client satisfaction would be measured based on her experience with a similar program at the MUHC. D. Kafantaris responded that there is a section on the form to detail how one will measure/monitor productivity, service, etc. If the criteria or tools were not identified, it will go back to the manager to be reviewed. This is an area where our HR team can help develop appropriate indicators and measurement tools.

SECTION III

8. Report from the Steering Committee *(D. Eidelman)*

The Chair confirmed that at its January 27 meeting, the Steering Committee approved the December 5, 2019 Faculty Council minutes and approved the agenda for today's meeting. Their Report had been made available to all Faculty Council members and is posted online.

9. Consent Agenda
i. Faculty Council Minutes (December 5, 2019)

Minutes from the December 5, 2019 Faculty Council meeting were presented as the only item on the consent agenda. The Chair asked for a motion to approve, for which F. Filion & B. Robaire first and seconded, and following a vote with all in favour, the agenda was approved.

10. Business Arising/Dean's updates
i. Project Renaissance, strategic planning

The Chair reminded members that the poll to change the Faculty of Medicine's name resulted in 81% of respondents in favour of changing the name to "McGill Faculty of Medicine and Health Sciences." He confirmed that the change was formally submitted to the Academic Policy Committee on February 13 and was later approved at Senate on February 19; the next step is to have it approved by the Board of Governors on March 26.

The Chair proceeded to provide updates on the School of Medicine. He noted that he will remain Dean of the School of Medicine for now, and recognized S. Benaroya and L. Moss for their work on governance proposals for the school. He also reported progress on the School of Biomedical

Sciences, for which there is a search currently underway to hire an Associate Dean, Biomedical Sciences.

The Chair then provided a brief update on Campus Outaouais in Gatineau and mentioned he and his team were invited to visit the campus on February 10 for a press conference. *Il a expliqué que l'ouverture est toujours prévue pour août 2020. L'année préparatoire (Med-P), un partenariat avec la Faculté de Science ici et l'Université du Québec en Outaouais, sera également offerte dans la région, à partir de 2020. Il a remercié S. Benaroya pour son travail sur ce dossier.*

The Chair then reported approval of the McGill Cancer Institute, an initiative that was put forward by M. Park and her team to move beyond a research-oriented centre to offer graduate studies and an educational program, as well as to recruit/appoint faculty members as is done in departments.

ii. Membership & Committee volunteers

The Chair announced that there are two open positions on the Steering Committee as follows: 1) Graduate student rep (PGSS), as well as 2) Clinical - CAS rep (*to replace Karen Brown*). The Chair stressed that this committee strives to identify a presentation from students, research and education at each Faculty Council meeting.

There are also three positions to fill on the Nominating Committee: three elected members to replace Jill Baumgartner, Mark Levental and René St-Arnaud. The Chair noted that this committee decides who to appoint to other committees. L. Moss added, on behalf of J. Orłowski (the Chair of the Nominating Committee), that this committee does not meet often and most of the work is done virtually, thus encouraged volunteers. ** Following the meeting, a volunteer came forward and thus, there are now only two open positions on the Nominating Committee.*

SECTION IV

11. Kudos

(D. Eidelman)

The Chair presented a robust list of accomplished faculty and staff members and students. He congratulated all who were recognized for their achievements since the previous Faculty Council meeting. Please refer to the presentation for named award recipients.

SECTION V

Open Session/Town Hall

The Chair invited Faculty Council members and guests to put forward any questions or issues they wished to discuss, of which there were none. There being no other business to address, he extended thanks to all for attending; the meeting ended at 5:51 p.m.

The complete set of documents, including PowerPoint presentations made at the Faculty Council meetings and video links of the meeting, are kept as part of the official minutes and can be found on our Governance website: <https://www.mcgill.ca/medicine/about/governance/faculty-council>.