

**Minutes:  
School of Medicine Academic Council (SOMAC)  
Thursday October 12, 2017, 4:30 – 5:30 p.m.  
School of Medicine, Room 032A**

**1. Approval of Agenda – R. Reznick**

The agenda was approved with no changes.

**2. Approval of Minutes (Apr. 6, 2017)- R. Reznick**

It was motioned by Dr. Deeley and seconded by Cale Templeton to approve the Minutes of April 6, 2017 with no changes. All were in favour.

**3. Chair's Report – R Reznick**

Dr. Reznick is going on administrative leave for six months, beginning in January 2018. Dr. Chris Simpson will take over as Acting Dean during that time.

Student satisfaction indices indicate that our satisfaction rate is the highest we've ever had – 4.68 on a scale of 1-5, and higher than the mean of the country. Admission numbers are up again and over 4800, our highest number ever. The School currently has the most applications per seat in the country, with a ratio of 50 to 1.

The Dean congratulated the CBME team for a smooth transition and noted that the launch on July 1, 2017 was a great success.

The budget numbers for SEAMO are up, and Dr. Reznick noted that they have increased from \$85M a few years ago \$140M. Research numbers are also up significantly this year, to an unprecedented \$119M in 2016/17. Dr. Deeley and colleagues have just filed for charitable status for the new integrated research institute, bringing together the university and the hospitals' research institutes.

The new Queen's CardioPulmonary Unit (QCPU) was launched last week by Dr. Stephen Archer. This is a new 8000 sq. ft. facility housed within the Biosciences Complex.

The university and the Faculty are currently in a fairly aggressive process of recruitment, with potentially up to new 6 new CRCs joining the Faculty. There is also active recruitment in DBMS.

Budget issues are getting reconciled, as the Provost has put together an alteration to the budget model based on research intensity. We project a be a balanced budget in 2018/19. One of the biggest revenue assets currently is the Bachelor's of Health Sciences online program. This year, it's estimated that between 5,000 and 7,000 will sign up for a course. There are currently 54 fully registered in the program, and plans are ongoing for an on-site program.

There was a query around tuition increases, and the Dean indicated that they were going to lobby the university for as small an increase as possible, but it's unlikely that there will be a zero increase. Queen's has the highest tuition in Ontario, but only by a small amount. Our accreditation report noted that student debt is an issue for Queen's.

#### **4. PGME Issues – R Walker**

Dr. Walker noted that the accreditation process for post-grad programs will take place from March 4-9, 2018, so it is a good time to update some policies.

##### **Resident Research Policy**

There is a minor tweak to this policy to align with the Family Medicine program by adding in primary care research and quality assurance programs as acceptable components in the introduction and background to the policy. In response to a query, it was noted that students can have research advisors from outside their department but there should be a research coordinator in the department.

Dr. Walker moved to accept the revised policy, and Dr. Sanfilippo seconded the motion. All were in favour.

##### **Faculty Assessment and Rotation Evaluation Policy**

This new policy for post-graduate programs was previously included in the Assessment, Promotion and Appeals policy. It is an accreditation requirement, and all programs are assessed, but this policy standardizes the process, including standardizing questions. Current programs can continue to run their own robust evaluation and assessment programs alongside, but we also need a standardized approach to allow for comparable assessments across programs and for regional placements.

There is also a new option for students who have had a good experience to click an authorization to share the evaluation with their preceptors. Many community placements have preceptors who don't get timely feedback because they don't have enough placements to ensure confidentiality. This will help provide more timely feedback and help to

acknowledge their work. The policy is also being centralized in MedTech Entrada program, with low scores being flagged and sent to the Department Head and Vice-Dean, as well as a Program Director.

Dr. Walker moved to accept the policy, and was seconded by Dr. Archer. All were in favour.

### **5. CBME Update – R. Walker**

The CBME transition on July 1<sup>st</sup> went very smoothly, with any issues dealt with in a timely way by MedTech. There are currently nearly 3,000 assessment in the system. Future work is now focused on the March 2018 accreditation process.

Academic advisors have been assigned to all incoming residents to review their performance and help them focus on improvements.

The transition has garnered a great deal of interest and there are several presentations and workshops being given by Queen's faculty and residents over the next few months, including presentations at the Royal College's upcoming ICRE conference. The Faculty has also been asked to submit articles into an academic medical journal with a focus on medical education, and the Globe & Mail is interested in following up on progress at the one-year mark.

It was noted that the CBME takes a great deal of work, and we need to understand that new people coming in will need to be aware of the work required. The model of introducing to all programs at once will help us better understand the extra work and share that information with other schools.

Dr. Walker thanked all of the program directors and CBME leads who helped to make the CBME transition a success.

### **6. Systematic Review Service – S. McKeown**

Ms. McKeown from Queen's University Library provided information about the Library's new Systematic Review Service. Systematic reviews have been on the increase over the years, and the library has been receiving many inquiries about the process of conducting them.

A new comprehensive guide on the Library website – Systematic Reviews & Other Syntheses provides useful resources for embarking on a systematic review or other type of synthesis, with a particular focus on searching for studies and managing results. Information about

citation management and review software tools is also included in the guide.

Ms. McKeown also noted that library staff are also available for consultation for both faculty and staff. Collaboration, which includes a greater participation from the librarian is available for faculty or for students who are working with faculty with the intent to publish. It was noted that it needs to be made clear whether the student should be doing searches rather than the librarian, as part of their learning experience. Ms. McKeown indicated that students often need support for carrying out this work, and there was a discussion as to how much the faculty advisor should be involved in supporting the student in that work. This should be discussed at the beginning of the consultation.

There is an online form on the website for requesting a consultation.

There was a question regarding the cost recovery for the service. There isn't currently a cost for the collaboration piece, but that will be monitored based on the amount of work.

## **7. Adjournment**

The meeting was adjourned at: 5:30 p.m.