

SOMAC Meeting  
January 10, 2022 8:00-9:00am  
Kelly Boardroom/Zoom

In attendance: Tarit Saha, Denis Bourguignon, Anthony Sanfilippo, Roman Milev, Leslie Flynn, Steve Smith, Chandra Tayade, Jen Valberg, Louise Winn, Karen Schultz, Diane Lougheed, Jessica Carn, Robert Ross, David Lebrun, Elizabeth Kelly, Richard Van Wylick, Sandip SenGupta, George Gray, Najat Khalifa, Nader Ghasemlou, Michael Derynck, Pradeep Arya, Peter Greer, Charles Graham, Leslie MacKenzie, Xiaohu Yan, Michelle Gibson, Bishal Gyawali, Qingling Duan, Kimberly Dunham-Snary, Ayat Salman, Anthony Winthrop, Daniel Howes, Ryan Bicknell, Samuel Silver, Sylvia Yankova, Duncan Hunter, Aws Almufleh, Shayna Watson, Parvin Mousavi, Michael Green, Andrew Bickle, Dusan Kolar, Cherie Jones-Hiscock, Marie Gojmerac, Moogeh Baharnoori, David Walker, Erin Brennan, Alastair Ferguson, Kirsten de Wit, Fabiano Alves Gomes, Kristan Aronson, David Natale, Renee Fitzpatrick, David Taylor, Colleen Davison, Alenia Kysela, Christine Orr, Michael Adams, Gillian MacLean, Myron Szewczuk, Lysa Boisse Lomax, Wei Tu, Lois Mulligan, Andrea Guerin, Timothy Childs, Jeannie Callum, Claudio Soares, John Drover, Jean Mathews, Stephen Bagg, Timothy Chaplin, Sulaiman Nanji, Steve Brooks, Suzanne Bridge, Douglas Cook, Sarah Moran, Anupam Sehgal, Peter Szasz, Keri Bazinet (Minutes)

1. Call to Order

J. Philpott

Dean Philpott reported that there hasn't been a SOMAC meeting in several years. Decisions have been made at the SOM Executive and/or have been going directly to Faculty Board. SOMAC is expected to meet 3 times during the year. Therefore, it is proposed that we will meet 3 times a year in the current meeting time of the SOM Director's Executive, which is the first Monday of the month.

The agenda was approved by Dr. Boisse Lomax moved Dr. Sanfilippo seconded

2. Requiring SOMAC approval

T. Sanfilippo

All terms of references have been updated recently. There have been wording changes as there have been small changes in membership. There's been no substantive changes in terms of the purposes of these groups. Dr. Sanfilippo gave an overview of the few wording changes to the following:

- a. MD-PEC TOR
- b. Admissions Committee TOR
- c. P&P TOR

Motion – to approve 3 Terms of Reference

**Motion by Dr. Tony Sanfilippo and seconded by Dr. Michael Green Committee passed**

3. For SOMAC information

T. Sanfilippo

Dr. Sanfilippo reviewed there have been a number of areas of policy and procedure that the program has either developed or changed over the last 2 years. The documents listed were in existence for the last couple of years. They have all been updated and revised.

- a. Professionalism Advisory Committee TOR- attachment  
A subcommittee of Progress and Promotion that reviews professionalism issues. Meetings are ad hoc. The major revision is stipulating that the student member on the committee could be a student or a recent graduate.
- b. Program Evaluation Committee TOR – attachment  
This is an area of concern for accreditation. The committee was reassessed.
- c. Hospital Liaison Committee TOR – attachment  
This committee has been in place for 3 years and has been important in resolving issues with the hospital. It brings students, hospitals and administration together.
- d. Curriculum Committee – attachment  
The TOR are reviewed regularly. It is Chaired by the Assistant Dean Dr. Gibson. TOR were revised to reflect our conflict issues and to bring in regional representation.
- e. Immunization and Communicable Disease Policy and Procedures  
This is done jointly with the other Ontario schools. There is a subcommittee of ID experts from each of the 6 schools. It is updated regularly and recently has been updated with related pandemic issues and immunization for COVID.
- f. Professionalism Policy  
We clarified the criteria for level 2, 3 and 4 infractions.
- g. Student Complaint Policy  
This needs to be up to date as it is important for students to have access to methods to report issues.
- h. Police Check Polic  
This states what needs to be done if a student has a positive police check.
- i. Conflict of Interest Procedures  
This is a new policy.  
SOMAC approval isn't required although the members at large should be aware of them.

4. Progress and Promotions/Professionalism Advisory Committee Reports Watkins

The committee reviews the progress and status of all students. Reports are received and reviewed from the curricular team, year director and course directors. If there are any issues these are quite involved. During the last year the committee has granted 20 supplemental exams, remediation plans have been put into place as required. No requests have been made to have a student withdrawl. The professionalism

advisory committee met once and found a level 3 breach and required a one year leave of absence to address the issues.

#### 5. Accreditation Review Process and Timelines

T. Sanfilippo

Dr. Sanfilippo updated the group on accreditation. A full accreditation will take place in March 2023. There are many activities that have been initiated or planned. There are 5 review panels developed to review the program. A student survey is being prepared. A data collection instrument is documentation required for the review panel to oversee the program. Arrangements are being made for an interim review. There will be site reviews and mock surveys before the full visit. He reviewed that there are 12 standards in the accreditation review process subdivided into elements. There is currently 1 that is unsatisfactory, and it involves financial status of students. Two areas which are the learning environment and diversity have only recently been found to be satisfactory. They are considered satisfactory but have only been recently found satisfactory and therefore require monitoring. There are a few areas that Dr. Sanfilippo and Dr. Jones are concerned about. Faculty should be aware of what we need to do and that many resources will be needed in order to address them.

#### 6. Recommendations Arising from Accreditation Review

C. Jones

Dr. Jones reviewed the 40 items that are most concerning and will need the most work. She described each and spoke about many of them (see below)

- Student mistreatment
- Service learning
- Cultural competence in healthcare disparities
- Curricular management
- Use of program and learning objectives
- Evaluation of program outcomes
- Medical student feedback
- Fair and timely summative assessment
- Financial debt counselling

Dr. Sanfilippo thanked the Chairs and subcommittees that reviewed the program and came up with the issues.

Dr. Sanfilippo spoke about the challenge of documenting the things that we do so that it translates through to the accreditation review committees. The review has shown that the program evaluation may require a rebuild. Progress with these 40 items will be reported back during the next year.

Dr. Szewczuk asked how our program compares to the rest of the schools in Ontario and across Canada. Dr. Sanfilippo and Dr. Jones responded and highlighted that there are several themes that seem to be the same for every school. The biggest concerns in accreditation involve curricular management, learning environment issues, harassment issues, finances, social accountability and diversity to name a few. In a lot of ways we are ahead of a lot of schools, but the challenge is in documenting what we do.

Dr. Flynn wonders about the clarity of what the roles and processes between Course and Faculty Review Committee curriculum committee, program evaluation and MD/PEC. Dr. Jones said that most policies and high level policies goes through MD/PEC and anything curricular related goes to the curriculum committee. Through the governance structure of the medical school we will need to work at what the roles of these committees are, and how they dove tail to each other. It will then need to be articulated clearly. Dr. Sanfilippo shared that meetings with OPDES around program evaluation have taken place and will continue.

The site visitors will be looking at the academic year 2021-2022. The site visit will probably be done in a hybrid manner.

7. Adjournment

J. Philpott