

**Faculty of Health Sciences**  
**School of Medicine Academic Council (SOMAC)**  
**Minutes of Meeting, Tuesday, December 15, 2009**  
**Bioscience Complex, Room 1102, @ 4:30 p.m.**

**CHAIR:** I. Young for D. Walker, Director of the School of Medicine

**1. Call to Order and Approval of Agenda**

I. Young called the meeting to order at 4:30 p.m. with approximately 30 people present. It was moved by J. Brien and seconded by B. Bennett that the agenda be approved as circulated. **CARRIED**

**2. Approval of Minutes of meeting held September 15, 2009**

It was moved by G. Brown and seconded by K. Krol that the minutes of September 15, 2009 be approved as circulated. **CARRIED**

**3. Announcements**

• **2008/09 Basmajian Award for Excellence – Dr. N. S. Magoski**

I. Young announced that D. Neil S. Magoski has been awarded the Mihran and Mary Basmajian Award for Excellence in Biomedical Research. He was presented with the award on December 7, 2009 and gave a lecture on his stellar research.

• **Dr. J. Brien – Reappointed to Governing Board of CIHR**

I. Young announced the Dr. J. Brien has been reappointed to the Governing Board of CIHR. Congratulations!

• **Recognition of Dr. J. Jeffrey's term as Associate Dean Clinical**

I. Young asked that SOMAC recognize Dr. J. Jeffrey's contribution as Associate Dean Clinical as he steps down from four years of service in that position.

• **Dr. D. Mercer – Appointment of Chief-of-Staff at the Hotel Dieu Hospital**

I. Young announced that Dr. D. Mercer has been appointed Chief-of-Staff at the Hotel Dieu Hospital.

**4. Information Items**

• **University Policy on the Administration of Special Research Accounts**

I. Young reported that the University would now have a more rigorous oversight on Special Research Accounts. It will be the role of the department heads to have responsibility for the general oversight of expenditures of special research accounts under their purview. The department heads will now have to sign off on the expenditures and to make sure that the expenditures are following the established guidelines.

• **Update on the Construction of the New Medical School Building**

It was reported that the construction is on schedule and will be very noisy for at least another 6 to 8 weeks.

- **University Budget – Update on the new model for the funding of Faculties & Schools**

D. Edgar reported on the University's new model for the funding of Faculties and Schools. He indicated that in the fiscal year of 2010/11 the University would no longer be providing increases for salaries. They will shift this cost down to each faculty. In return, there will be no base-budget cuts. The result is that the new model is marginally worse financially for the School than the old funding model. We also need to cut an extra 1½% that goes into a university pool for strategic planning beginning in fiscal 2011/12. Also the cost of fringe benefits will be transferred to the school beginning in 2010/11, with the school being responsible for any marginal increase in costs. Also there is no model for revenue attribution at this time, but there are ongoing discussions to move to this in the future. We are capped on enrolment in the MD program, any potential increased revenue associated with the Life Sciences programme flows to Arts & Science, and the funding from graduate programs is a flow-through directly to departments. The University has yet to deal with the pension shortfall which is a problem that has to be dealt with. How this issue is dealt with will in all likelihood impact the finances of the School. We need to start thinking of creative ideas on how to reduce our costs.

#### **5. Postgraduate Medical Program**

- **COFM Policy: Guidelines for the Appropriate use of Internet, Electronic Social Networking and Other Media – February 3, 2009**

L. Flynn informed SOMAC that this policy has already been adopted by COFM for all residents across the province. The Postgraduate Deans have put this forward because of the problems they have seen on the Internet. Our Postgraduate Medical office here has also accepted it as a policy and it has also gone through SOME. It was mentioned that the Undergraduate office has used this policy for guidelines.

#### **6. MD Program**

- **Accreditation Update & Other Portfolio Matters**

T. Sanfilippo gave an update on the School of Medicine Accreditation status thus far. He described the background of the process and indicated that an action plan needs to be created on the issues that are still non-compliant, how full compliance will be achieved and indicating timelines to which that will take place. This action plan then needs to be approved by the MD Program Committee as well as the School of Medicine Committees and others by March 1, 2010. It was noted that 100% compliance is required at all times and it is an ongoing process.

- **Policy – Student Evaluation, Progress & Promotion Policy**

T. Sanfilippo reported that the Student Evaluation, Progress and Promotion Policy revisions have been approved by the Progress and Promotions Committee (SOM) the Program Executive Committee and the School of Medicine Executive (SOME). The significant changes to the document are as follows:

“7.4 Pass Pending Mandatory Review: Students achieving between 60 and 65% will be required to undergo mandatory review by the Academic Advisor and to successfully undertake any prescribed remediation before final standing is granted.”

“7.6 Student performance for each course will be reported to the university as Pass or Fail.”

“7.7 Outstanding achievement within each course, or the awarding of prizes and other recognitions, should be based on criteria determined by each Course Committee. These criteria should be based on a body of work within the course and can include, but not limited to, examination results. Based on these criteria, the designation of Pass with Distinction will be entered into the Medical Students Performance Record.” (Not the transcript).

“9.2 All students with a failing grade will be reviewed by the Student Progress and Promotion Committee and be required to meet with the Academic Advisor. Based on these reviews the committee will make recommendations to facilitate the student’s successful completion of the required material, which may include but not be limited to:

- a) Successful completion of a written supplemental examination after a prescribed period of study.
- b) Satisfactory completion of a specific remedial program under the direction of the Academic Advisor developed in conjunction with the appropriate Course Director.
- c) Ongoing supervision and review by an assigned counselor to evaluate and further develop personal learning strategies which may involve attendance at a Study Skills Workshop offered by the University Health, Counseling and Disability Service.
- d) The student may be required to repeat the course.

It was then moved by T. Sanfilippo and seconded by C. Graham that version 11 of this Undergraduate Medical Education Student Evaluation, Progress and Promotion Policies be approved by SOMAC. **CARRIED**

- **MD Program – Sessional Dates**

T. Sanfilippo reported that the MD program Sessional Dates have been reviewed by the Undergraduate Office.

It was then moved by T. Sanfilippo and seconded by B. Bennett that the School of Medicine 2010 - 2011 Sessional Dates be approved by SOMAC. **CARRIED**

## **7. Research Portfolio**

- **Update on portfolio matters**

This item was deferred.

## **8. Academic Affairs Portfolio**

- **Update on Basic Science Restructuring**

I. Young reported that we have now completed the consultative process and the input has been tabulated. The Advisory Group on Restructuring (AGoR) will consider the input and bring back to the School of Medicine early in the new-year. It will then be disseminated to all stakeholders. The target is to have a proposal in place by mid-winter 2010. I. Young stressed that we will have to make a collective decision and then we will need the approval of the Senate office.

## **9. Nominating & Procedures Committee**

- Motion – “That F. Crawford be appointed to the Admissions Committee to finish the term of K. Spiller until June 30, 2010”

It was moved by D. Edgar and seconded by J. Brien that SOMAC ratify the appointment of F. Crawford to the Admissions Committee in the School of Medicine. **CARRIED**

There being no other business the meeting was adjourned by the Chair at 5:15 p.m.

D. Edgar  
Secretary to the School of Medicine