



School Council Minutes of Meeting

3:00-5:00 pm/ Nov 2, 2016

Room 574, HSB

Teleconference: 416-933-3840 Conference 3428785

Attendance: Donald Cole, Mark Dobrow, Vincci Lui, Adalsteinn Brown, Robin Hurst, Mihai Baetu, Kathleen Murphy, Alexandra Piatkowski, Theresa Lee (Phone), Gurjinder Gill (Phone), Morteza Bashash, Anita Benoit, Whitney Berta (Phone), Paul Bozek, Jennifer Brooks, Rhonda Cockerill, Andrea Cortinois, Raisa Deber, Michael Escobar, David Fisman, Brenda Gladstone, Pierette Buklis (guest, non voting), Wendy Lou, Blake Poland, Earl Nowgesic, Andrea Sass-Kortsak, Jeremy Scott, Emily Seto, Aviv Shachak, Arjumand Siddiqi (phone), Patricia Trbovich, Xiaolin Wei, Shafi Bhuiyan, Jeff Brook, Heather Manson, Buddy Bao, Angie Salomon, Astrid Escrig Pinol (phone), Jasmine Pawa (phone) Vinusha Gunaseelan, Mayuri Mahentharan, Kayvan Sayyediviand, Ellen Sokoloff, Vanessa Anievas, Christina Lopez, Howard Hu. Mavic Galicia, Council Secretary, non-voting

Donald Cole, Chair, called the meeting to order at 15:05 and acknowledged phone participants. First time attendees to School Council were asked to introduce themselves. He also introduced Mark Dobrow who is the new School Council Co-Chair, succeeding Jan Barnsley.

Donald Cole presented the revised agenda which was circulated close to the meeting due to crossed communication regarding approval process for the Strategic Plan (which will take place in the March 2017 School Council meeting). A motion to approve the agenda was forwarded by Shafi Bhuiyan and seconded by Paul Bozek.

Minutes of previous meeting. A quick review of the minutes projected on screen (and also previously circulated electronically) took place to check for specific items to be discussed and needing follow up in the current meeting.

- 1) Strat Plan
- 2) External Review
- 3) Creative Professional Activity
- 4) Task Force on Creating Guideline on signing lobbying statements/positions—no decision has been reached at in a meeting that took place on May 20, 2016.



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- 5) Corporate Responsibility – still in the works and will be discussed in future meetings

No questions or additions to the minutes of the meeting of June 7, 2016 were received. A motion to approve was forwarded by Rhonda Cockerill and seconded by Heather Manson.

1. Business Arising

- a. Tailoring the Creative Professional Activity Table to DLSPH- Mike Escobar. Referencing the table on the screen, Donald Cole requested Mike Escobar to speak to the item. Mike Escobar who has just started as the new AD for Faculty Affairs mentioned that two members of faculty have signed up (Dan Allman and Charlotte Lombardo) to participate in a group discussion. **He asked for anyone interested to email him to begin discussion in January 2017.** Donald stressed the importance of the matter since DLSPH plans to do things a little differently from the other parts of the University with regards to faculty evaluation. He encouraged faculty to sign up.
- b. School Council Appointments/External Stakeholder reps to SC. Dean Hu recalled to the body that part of the Bylaws of the School Council is to have two members of the Dean's Advisory Board (DAB) in the School Council. This has been a challenge for the last two years, because the members of the DAB are either CEOs of hospitals or heads of health agencies scheduling is not always easy. An idea surfaced to do the reverse where members of the SC (Chair and Co-chair) sit on the DAB. The Provost was consulted about this and it was decided that the intent of having 2 members of the DAB on the SC is to provide an entirely external perspective. As it stands, the SC is lacking DAB reps to the Council. A suggestion was made if desired, to amend the Bylaws to remove this requirement in the membership of the School Council. Dean Hu mentioned that he himself could find people who could sit on both bodies but the intention is to have people who are in arm's length to provide unbiased perspective. Dean Hu further mentioned that the ideal people are those really interested in what DLSPH does, who may be willing to come to meetings of both the SC and the DAB and who have no conflict of interest. This is definitely a big challenge as it will require looking well beyond the DLSPH community, precluding folks such as those who are in the advancement campaign.

Comments on the merits (or lack thereof) in having “arm's length” involvement of folks who have no clue of what DLSPH does were



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put forward. Following those comments, **Donald Cole said that the SC leadership will communicate with the Provost office and make some adjustment to the Bylaws, but not the Constitution.**

2. Dean's Report

Dean Hu reminded the Council that his report is an opportunity to share updates and milestones.

Strat Plan- There was a little back and forth with the Provost Office relating to procedures on Academic Guidelines.

Dean Hu mentioned that one conversation that is taking place is how to make the SP come alive and make it a useful item that is imbedded in what DLSPH does.

- 1) Mapping exercise- to understand among all the U-wide committees that we already have which of these have TOR and mandates which touch upon many aspects of the SP or are extended to include important aspects of the SP, to task them with helping benchmark progress, include in their agenda new things that can be suggested to help move the goals of the SP.

Those that are not on that map, we may have to create new vehicles to engage faculty and students and staff towards meeting those objectives of the SP.

- 2) What we do as individuals- Individual faculty know that every year fill out an annual review. We will be going through some exercise to create tools where faculty is reminded of the objectives of SP, find avenues to be able to report how they and their scholarship have addressed aspects of the SP.
- 3) Expectation that SP can adjust to new realities and opportunities to keep the SP process going as the School evolves.
- 4) E-Bulletin- responded to student town halls with a single document that summarizes how to address funding, diversity, communications, space, curriculum and student experience. The response is available online in the Dean's Corner. <http://www.dlsph.utoronto.ca/2016/10/deans-team-reponse-to-2016-town-halls/>
- 5) 9th Student Led Conference: Income Security as it Relates to PH- fantastic speakers, great breakout sessions, new bar for future conference. <http://www.dlsph.utoronto.ca/event/dlsph-student-led-conference-secure-income-secure-health-working-towards-equitable-solutions/>
- 6) Exceeded overall enrollment targets, as opposed to the last two years.



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- 7) Second DLS Lecture, “A Good Death for All: What Would it Take?” spearheaded by Alex Jadad and Jennifer Gibson. Well attended event. Planning for the next ones in Spring and Fall.
- 8) Next event to continue to raise DLSPH profile: John R Evans Lecture by Barbara McPake on Nov 11, moderated by Xiaolin Wei
- 9) UTQAP Review- This is the first time we are going through the process as a stand-alone faculty. Self- Study report of over 200 pages, 52 appendices, is available online
<http://www.dlsph.utoronto.ca/about/university-of-toronto-quality-assurance-process-utqap/>
- 10) This process will help us and the Provost in understanding School’s trajectory and growth. The document includes milestones from 2012 to the present day. Also included are metrics to measure ourselves against and understand and appreciate DLSPH new initiative opportunities as well as the short- and long-term challenges.

Full report can be had by emailing dean.dlsph@utoronto.ca

Donald Cole reminded the attendees to the meeting that the Academic Budget Narrative is included in the meeting package and is an essential planning tool.

No questions or comments followed the Dean’s Report.

3. New Business

- a. DLSPH Strategic Plan- Prof. Brown recalled to the members of SC that the Strategic Plan has gone through several iterations/presentations to different groups of faculties which may continue for a while but he also believes there are no big changes. What needs to happen is how to link the Strat Plan to the budget and academic plan in the coming years.

A robust discussion on this item took place.

In principle, the SC will vote to either accept or reject the process the Strat Plan went through such as whether or not there was adequate/proper consultation, and not portions/sections of the SP. Steini requested that after soliciting and acting on feedback from the Provost Office and that the SC take a vote on for approval concrete strategic directions, indicators, and DC thought that is helpful.

Description of updates on the Strat Plan will be made available online. The description will be helpful in informing stakeholders to vote on approval of the Strat Plan. Electronic voting will be considered when in person voting is not possible.



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Andrea Sass Kortsak (Chair of Academic Board) mentioned that there are two Strat Plans that will go through the Academic Board in October. **Dean Hu requested Andrea SK to check if those SPs have gone through their respective School Councils. ASK will let the SC know.**

Why the SP approval is being discussed at this point: Dean Hu mentioned that the Provost Office has recently established new procedure for Academic Guidelines that include Strategic Plans (also known as Academic Plan).

- b. Minor Modifications. The Education Committee in its meeting of October 17 approved the minor modifications on behalf of the School Council.
- CHL5201H: Biostatistics I
 - CHL5202H: Biostatistics II
 - CHL5220H: Introduction to Quantitative Research
 - CHL5221H: Introduction to Qualitative Research
 - CHL5423H: Doctoral Seminar in Epidemiology
 - CHL7001H: Directed Reading
 - CHL7002H: Directed Research
 - HAD 5726H Evaluation and Research Design in Health Informatics
 - CHL5808H Using Health-in-All-Policies Approaches to Achieve a Healthier City: Perspectives from the Field
 - HAD5746H Applied Health Econometrics.
- c. Major Modification. **Two closures** that were passed at Education Committee are recommended for approval by the School Council.
- 1) **Health Technology Assessment and Management (HTAM)/Ulysses Program.** – Rhonda Cockerill spoke briefly stating that funding for the course has terminated in 2015; Paul Bozek substantiated that there are no resource implications and no students affected by the closure. A motion to approve was forwarded by Prof. Brown, seconded by Aviv Shachak. No one opposed, the motion **passed**.
 - 2) **MN/MHS in Health Administration.** Rhonda Cockerill in summary noted that the delivery format of the 2 programs was incompatible, on top of other differences and some redundancy. Keeping the course did not make any sense at all. Motion to pass put forward by Paul Bozek seconded by Steini Brown. No objections hence, the motion **passed**.



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Consequent Action item: Following this approval, the SC Secretary informed Jennifer Francisco, Coordinator, Academic Change in the Office of the Vice Provost, Academic Programs of the program closures.

- 3) **PhD in Health Professions Education Research** - This item was inadvertently omitted in the meeting package. Consequently, this item will be taken up separately. It was suggested and agreed that a special election process to approve this item could be used. **Rhonda will let SC know when final version is available.** Donald Cole apologized for this oversight.

4. Other business

Listserv- the Student Reps brought up their request to have access to a student listserv in order to directly reach the students. Robin Hurst explained some concerns with regard to releasing student emails. A short discussion followed. The reps from IHPME and PHS agreed to compare best practices and come up with a solution to address this item. **The student groups will let the Dean's Office know what steps will be taken.**

5. Next Meeting: March 6, 2017 at 3-5 pm, Rm 574
6. Adjournment