



School Council Minutes of Meeting

3:00-5:00 pm/ March 6, 2017

Room 574, HSB

Teleconference: 416-933-8665 Conference 2337939

Attendance: Geoff Anderson, Vanessa Anievas, Victoria Arrandale, Ananya Banerjee, Morteza Bashash, Nancy Baxter, Shafi Bhuiyan, Paul Bozek, Adalsteinn Brown, Michael Chaiton, Edward Chau, Bernard Choi, Rhonda Cockerill, Donald Cole, Andrea Cortinois, Raisa Deber, Lauren Della Mora, Erica Di Ruggiero, Mark Dobrow, David Fisman, Lisa Forman, France Gagnon, Mavic Galicia, Dionne Gesink, Jennifer Gibson, Daniel Grace, Vinusha Gunaseelam, Howard Hu, Robin Hurst, Alex Jadad, Tracy Kirkham, Theresa Lee, Charlotte Lombardo, Vincci Lui, Heather Manson, Kathleen Murphy, Jasmine Pawa, Blake Poland, Laura Rosella, Lori Ross, Angela Salomon, Andrea Sass-Kortsak, Jeremy Scott, Emily Seto, Arjumand Siddiqi, Janet Smylie, Ellen Sokoloff, Marianne Stefopulos, Xiaolin Wei.

1. Donald Cole, Chair of Council called the meeting to order at 1505, and acknowledged those who were attending by phone.
2. A motion to approve the agenda was made. It was passed.
3. A motion to approve the minutes of the meeting on November 2, 2016 was put forward. Minutes previously circulated were approved.
4. Business Arising.
 - a. *Discussion with the Office of the Governing Council re review and amending the Constitution and ByLaws of the School Council.* Donald informed the Council that the Constitution and ByLaws which were approved 5 years ago, in May 2012 now need to be looked at again. The timing of which coincides with the university-wide call from the Governing Council to review and propose changes and incorporate some required amendments. Donald added that the process will be undertaken by himself, Mark Dobrow and Mavic Galicia who will serve as the working group. Some thoughts that were brought up include amending (lesser) the number of external stakeholders as discussed at the previous SC meeting, increasing the involvement of Other Academic Appointees (faculty with less than 50% appointment, status only faculty) in School Council Committees. Donald encouraged everyone to email suggestions and ideas for consolidation by the working group. These will be discussed with the Provost's Office and subsequently with Council. The outcomes will be discussed at the June meeting of Council.



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Raisa Deber had a question on making a distinction between status only faculty whose primary appointment is DLSPH as opposed to those whose appointment is at another faculty. Donald responded by saying it is something to look into.

UPDATE: Some data obtained, albeit imperfect, on breakdown of appointment immediately below:

IHPME primary appointment: 94 (27%)

Primary appointment (medical): 232 (66%)

Primary appointment (other): 24 (7%)

PHS primary department: 156

Primary clinical department (under clinical policy): 60

Other: 22 (includes faculty who do have Status-Only appointments in clinical departments but are not under clinical policy)

- b. *Strategic Plan Approval Process.* Adalsteinn Brown requested Melodie Buhagiar to give a brief update. Melodie summarized to the Council that a review of the Academic Plan (Strat Plan) as it relates to the External Review Report and the Operational Plan (a.k.a. Administrative Response to the External Review) is ongoing. The review by the Provost's Office is to ensure that the Academic Plan aligns with the Operational Plan. In the process, the Academic Plan will, if required, go through some tweaking. Dr. Brown noted that nothing significant is anticipated. The next iteration of the Strat (Academic) Plan will be presented to the School Council in June 2017.

UPDATE: The Dean's Office continues to work with the Provost's Office to obtain clear guidance and direction regarding the Operational Plan (which was clearly identified as a necessity from the UTQAP External Review Report). As these conversations are ongoing, the Academic Plan has not been revised and is not ready for presentation at School Council's June 2017 meeting. The Academic Plan review/revision will be conducted in the upcoming months, and will be brought back to School Council at the appropriate time.

- c. *PhD in Health Professions Education Research.* Rhonda Cockerill reported that the Provost's Office is supportive of the initiative. A memorandum of understanding with Faculty of Medicine has been started and that the process is underway for appointments to faculty who will be teaching the program. The proposal will come back to School Council for approval.
- d. *Communication with student groups.* Kathleen Murphy gave an update that they have been working with Robin Hurst, and are currently ironing out



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details on language. Kathleen confirmed that PHSA will soon be able to have access to the listserv and distribute information.

5. Education Committee Matter

To accommodate availability of those speaking on an Education Committee item, the item immediately below was moved up in the agenda.

- Name Change: *CHL5650H, CHL5651Y, CHL5652H, CHL5653H, CHL5654H, CHL5655- Nutritional Science Courses to PHS courses*. Guest Pierrette Buklis (Director of the MPH Nutrition & Dietetics Program) provided background. These courses were previously jointly overseen by DNS, Faculty of Medicine and CPH, DLSPH. These will now be fully under the DLSPH this academic year, carrying DLSPH course codes.

At this stage the matter is with the DNS at FoM to be approved as a course code change, with the hope that a name change can also be simultaneously made. If at this stage, however, approval for name change is not obtained, the name change can be done later, when the course codes have been properly in place.

This is a minor modification which has been approved by the Education Committee as confirmed by Paul Bozek. It is being brought to Council as a matter of information.

6. Dean's Report

Dean Hu started his report with thanks to Pierrette for stewarding the process of accreditation of the MPH and N&D accreditation.

Updates from the Dean included the very first UTQAP review since DLSPH became a faculty. Dean Hu thanked everyone for their contribution in helping make the School a leader in Public Health.

- There were 24 recommendations from the External Reviewers in 5 areas which the Dean briefly went through. Dean Hu mentioned what are currently being done to meet those that are deemed acceptable. One recommendation that was declined is the recommendation to appoint a Deputy Dean, a matter that was also not accepted by the Provost's office as it is not possible under U of T policy.
- The Dean spoke a bit about the status of the revised gift major donor Paul Dalla Lana. University lawyers and PDL lawyers have yet to come up with the implementation plan of the \$40M revised gift budget.
- The Dean also shared the unfortunate news contained in a letter from the Provost "waiving the requirement for the outstanding planned transfers of



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funds from 2017-18 onward, as well as the final installment of \$200,000 related to IGHEI.”

- The UG initiative, contrary to a previous mandate, is no longer an option.
- Dean Hu mentioned University-wide budget opportunities that may mitigate funding gaps.
- Search is in progress for the Associate Dean for Research.
- Update on miscellaneous grants and proposals such as BiDesign, DLSPH-Sick Kids Partnership, SAVE project.
- Update on upcoming events such as honorary degree to be conferred on Andre Pierre Picard, Dean’s Leadership Series, etc.
- Update on leadership transition and Dean Hu’s impending 1 year sabbatical leave as at July 1.

Questions and Comments on the Dean’s Report:

- a. After the Dean’s Report, Janet Smylie commented that even though Indigenous Health is mentioned in the Strat Plan as a key emerging area, there is nothing specific in the external review summary, which Dean Hu corrected by citing Recommendation 11 of the External Review.

Janet Smylie also asked for specifics on how this recommendation is going to be handled. Dean Hu stated that these will be mentioned in the Operational Plan, since the Operational Plan is to synthesize the External Review report and the Strategic Objectives.

- b. Questions on renewal of appointments were also fielded which the Dean responded to.
- c. Donald noted that there was “some movement of teaching staff around informing the process of the new dean” and had asked Dionne Gesink to speak to it.

Dionne Gesink started by thanking Dean Hu for the work he has done through the 5 years, for his leadership and putting in place the requisite “pillars” in the School to be where it is currently.

The faculty got together twice to talk about and put together a unified statement with regard to the search for and retention of a new permanent dean. Dionne mentioned that Howard Hu is now her 5th leader within the last 10



years. The teaching staff looked at the Policy on the Appointment of Academic Administrators; talked about the responsibilities of the Dean as defined in that document; proposed recommendations on how to flesh out some of those responsibilities moving forward. A letter addressed to the President came as a result of that discussion requesting for these recommendations to be adopted by the Search Committee for the DLSPH Dean.

Blake Poland thanked Dionne Gesink for her spontaneous leadership on this movement. He added it was a good exercise for the teaching staff to come together.

Andrea Sass-Kortsak described the typical process involved in the search in answer to how long before a new Dean is appointed.

7. New Business

a. Education Committee Matters

- *Awards process and organization.* Paul Bozek, in his involvement with Advancement about negotiation/renegotiation of awards reported that discussions are currently taking place with ADAA Nancy Baxter and Advancement about administrative matters which are transitional in nature as DLSPH moved from FoM to being its own faculty. In those discussions, it seemed apparent that an Awards Oversight Committee, potentially including teaching and admin staff, finance, and advancement, is required to ensure that the awards are administered consistently. This item was also discussed in the most recent Education Committee. No resolutions were made in that meeting.

Kathleen Murphy asked if it was possible for students to be represented in that discussion. Paul Bozek said that if and when a committee will be struck (by the Dean's Office and not by Ed Com), this will also be looked into.

UPDATE: The Constitution and ByLaws are being revised to include an Awards Committee in the School Council as per required amendment table from the Governing Council. The draft amendments that went out to the larger community and then again to the Governing Council for feedback will be discussed in the June 2017 SC meeting.

- *Major Modification.* Terminology Change and Addition of Master's level- **Collaborative Specialization in Global Health (CSGH)**. Erica Di Ruggiero who was participating by phone joined by Andrea Cortinois, also on the phone provided a short overview on the changes. This will allow to achieve interdisciplinary mandate by encouraging other units to participate. The item has gone through the approval process by the Curriculum Committee; the Education Committee is recommending the major modification for approval.



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Blake Poland commented that it is an impressive program. He asked about a listing of courses each collaborating unit is putting on the table as electives that students are required to take and if these were available for students from the other participating units. What makes the experience collaborative for students?

Erica Di Ruggiero mentioned that all masters students will be required to take core courses; a research day that the students will take part in, in addition to co-curricular activities to be implemented with the collaborating units. Erica also assured Blake Poland that she would share an inventory of all courses that have been developed, validated by all participating units.

Another question from Andrea Sass-Kortsak: Will the emphasis close once the students currently in it finish and decide to move on to the Collaborative Specialization? Erica answered affirmative.

There being no further questions, the item was put to a vote, none opposed.
The proposal was approved.

- *Minor Modification* for HAD 5756H in addition to the courses mentioned in item 5.

Degree requirements PHS MPH and PHS PhD into graduate calendar.
Required courses have been added so that they are in black and white, to provide historical record because once the website goes through a change, it is permanently erased.

For future reference, Raisa Deber put forward a “plea” for some type of mechanism to look across the multiple programs for course needs, gaps, duplication, resources, so that faculty are not “spread too thin,” a concern she repeatedly hears.

Paul Bozek said that the Education Committee reviews proposals for new courses for duplication, space requirement, etc. The Graduate Curriculum Committee also discuss how to make better use of teaching resources and to make sure that learning objectives are covered. It was mentioned also by Charlotte Lombardo that the program directors are reviewing for the same purpose.

Donald encouraged to take note of the said integration.

- b. *School Council membership: Upcoming renewals and new nominations for Co-Chair.*



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Donald informed the School Council members that a communication will be sent out seeking nominations for 1) External Stakeholders and 2) Other Academic Appointees.

For School Council Co-Chairs—a practice has been that one of the Co-Chairs is from PHS and the other from IHPME taking the lead in an alternating manner to ensure continuity. Volunteers from PHS are needed to take over Donald Cole's role to begin July 2017.

Questions on eligibility were fielded which Donald responded to by referring to the Constitution.

The Education Committee in its meeting of May 16 resolved to continue providing governance oversight with a sub-committee that is actively being organized. The committee will have a new name: Education and Awards Committee.

8. No other business arose.
9. Next meeting of School Council is June 14, 3-5pm Rm 574.
10. Meeting was adjourned at 1644.