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**DMSS Meeting #4 - Wednesday, December 9, 2015**

**Meeting Agenda**

In attendance – Allison Hudson, Kim Nix, Amaris Hui, Matt Ernst, Russel Peters, Michael MacGillivary, Sarah Tremain, Saptarshi Chowdry, Abi Thana, Colin Boyd, Priya K, Alex Hudson, Rebecca Haworth, Andre Pollman, Austin, Luke Armstrong

1. **Call to order**
2. **Approval of October’s meeting minutes**
3. **Updates & Approval of Officer Reports**

**Motion to approve by MM, seconded by AlexH, motion passes**

**Executive Members of Council (Voting)**

Mike MacGillivary (President)

* Meetings (DMAA, Faculty Council, Faculty accreditation sub-committee, UMECC, Progress, Dean, Associate Dean Undergrad, Postgraduate Dean re: CaRMS IMG)
* Wrote section for Faculty accreditation report on Student Mistreatment
* Provided feedback (with help of Janet Conrad, Jon Howatt and Russell Christie) for IMG backgrounder that CFMS is trying to publish at SGM
* Addressed Class of 2018 clerkship schedule and matters arising from that
* Edited CFMS AGM bid for Dalhousie
* Procured partial funds for Lounge Kitchen renovation (15K)
* Made contacts with Upper Campus to explore potential to increase number of psychology appointments available to medical students
* Reviewed resumes of applicants for VP Student Affairs for Dalhousie
* Rode Victoria Bentley’s coattails on accreditation matters
* Disseminated CFMS Wellness Survey

Justin Pyne (VP Internal)

* Launched poll for Euphoria Charity choice. Awaiting results upon closure at 11:59pm Friday, December 11th, 2015.
* Was asked to add in a Syrian Refugee Initiative Charity as a choice in the poll. As almost 200 votes were placed, decided there would not be much point, but will send an email with information regarding the charity.

Matthew Ernst (VP External Sr)

* Alexandra has everything under control, great Jr!
* Congrats to Alexandra and the CFMS bid committee, the document was excellent. We should hear back on Dec. 10!

Katie Lines (VP Medical Education)

* Attended UMECC meeting
* Attending/prep for Med ½, Med 3/4 meetings
* Track selection results management
* Managing student concerns.
* Held Med Ed meeting with associate deans.

Luke Armstrong (VP New Brunswick)

* Ran focus group on student leadership at DMNB
* Drafted changes to DMSS-NB structure
* Management of clerkship track issues in NB
* General administration of student activities in NB

Kimberley Nix (VP Communications)

* Emails up to date
* Room bookings
* Change in policy for booking video conferences - students can do it themselves here:https://meditbookings.med.dal.ca so that they can pay fees/make changes as needed (policy by Greg McNutt), lounge and non-video conferences can still be booked through me!

Jordan Hirtle (VP Finance)

Russell Christie (Past President)

* Mike is doing a great job

**Council Members (Voting)**

Alexandra Hudson (DSU Representative)

* Attended DSU meetings
* DSU is currently undergoing a governance review and may end up changing the way each member is elected (all positions, including medicine, would have elections held on the same day)
* Talked to DSU president about setting up meetings between the DSU president, Medicine, Dentistry, and other professional faculties starting in the new year

Colin Boyd (Sports & Wellness)

* Organizing trip to MedGames
* Organizing Wellness Week
* CFMS Wellness Committee Meeting
* Winter Intramurals
* CFMS AGM Bid Wellness Component

Michael Vaculik (Med 1 President)

* Attended Curriculum Meetings to discuss moving human development exam and obtaining more information on Service Learning Program
* Finalized Clothing Orders - will come in Friday Dec. 11th
* Hosting second Council meeting Dec. 2nd to discuss upcoming events

Priya Koilpillai (Med 2 President)

* Sent out Class Council email update
* Deposited class council money

Russell Christie & Marissa LeBlanc (Med 3 Co-presidents)

* First block wrapping up
* Nothing additional to report

Leo Fares & Austin Zygmunt (Med 4 Co-presidents)

* All is quiet as the Med 4’s continue electives
* Nothing additional to report

Sarah Tremaine (Member at Large)

Allison Hudson & Sofija Rans (Global Health Liaison Sr. NS/NB)

* Submitted global health section of CFMS bid
* Planning December global health hangout/ holiday party
* Continuing to work with global health office to connect students with committees
* Working towards a global health week in January

Michael Fry (Research Representative)

Abi Thana (Humanities Representative)

* Created application forms for the Humanities conference
* Mike has been really annoying

**Advisory Members (Non-voting)**

Alexandra Taylor (VP External Jr.)

* Email communique
* Wellness committee
* Nomination committee
* CFMS AGM Bid

Tara Murphy (DMNB Treasurer)

Tyler Wheeler (IT Officer Sr.)

Jon Gale (Lounge Manager)

1) Successfully ran various bar events

2) Met with facilities management regarding DMSS Kitchen Project

3) Kept up-to-date stock of 'party assets' for DMSS

Sarah Bryson & Laura Faulkner (Global Health Jr NS/NB)

**Active Members (Non-voting, Attendance not required)**

Marissa LeBlanc (Past VP Medical Education)

* Attend curriculum meeting as needed
* Help navigate electives concerns with the academic calendar
* Attend meeting with national medical education working group

Lucy Soudek (Professionalism Representative)

Scott Haslam (IT Officer Jr.)

* Nothing to report

Saptarshi Chowdhury (Library Representative)

* Nothing to report

Andre Pollmann (Dalhousie Medical Journal Representative)

* Organizing distribution of Fall DMJ at Halifax and SJ campuses
* Renewed contract with CU Advertising for 2016-2017 DMJ publications
* Writing thank-you letter to MD Management for major advertising with our journal
* Continuing to oversee manuscript submission and processing

Emily Burke (Doctors NS Representative)

Jordan Francheville (NB Medical Society Representative)

* Organizing DMNB Christmas Social - sponsored largely by NBMS
* Attended Saint John Medical Society (SJMS) Executive meeting. Advocated for more student involvement in society events.
* Attended SJMS General meeting
* Attended NBMS focus group on salary/fee-for-service negotiations
* Attended NBMS Board of Directors meeting as medical student representative.

Jessica Pinkham (Medical Society of PEI Representative)

**Motion to approve officer reports by RC, approved by KN**

1. **Resolution of old business (tabled points of discussion)**

**i.** Switch of PIETA to SAWLs and where/if this should fit into the structure of

DMSS - Mike MacGillivary

RC– I’m glad this is a student role. I think it is important for SAWLs to be separate – ie. If issues were brought forth they would also be brought forward to the President/council.

MM- I think it’s good to have these separate from DMSS/UGME

CB- I agree with Russell regarding keeping SAWLs separate for student issues. I just want the SAWLs and the Wellness rep to be able to collaborate on Wellness Week and similar event

MM- Would the current sports and wellness rep be stripped of wellness if this were to be on the DMSS?

CB- Wellness is also things mandated by CFMS so it’s a significant amount of work

KN – I think SAWLs has a special role that is unique to other places to voice concerns and should be kept separate

PK – This would allow the SAWLs people to voice concerns of the people

AllisonH- I think it’s important to keep SAWLs separate but if we wrote it into the terms of Sports and Wellness to communicate with SAWLs for events etc.

1. **New business**

A) Motions:

None

B) Points of Discussion:

i. Social Media Policy for students of Dal Med - Mike MacGillivary

This would be in terms of the Facebook groups represented by Dal Med, If posts were unprofessional, or seeking out feedback.

RC: We are not in the business of censoring, but if admin of the FB group was class council, maybe they could keep within the terms of reference and just make a little “Think before you post” campaign” as opposed to strict roles. I think the free-flowing nature is important, but every once in a while something crops up that shouldn’t be there.

Austin: Is it appropriate to get feedback?

MM: There have been a number of issues that have occurred that have been handled on a case-by-case basis, but these things take time

Austin: That makes sense.

Allison H: I think promoting positive ways to communicate is great. Policy around general professionalism is realistic. When talking about concerns around curriculum, the students who are raising their concerns have valid ideas, and to suppress the concerns might be worse. But proactively showing tools to lobby and would result in fewer media fluff ups.

RC: We have a big professionalism document – if we could summarize this and put it up, that would be great.

Alex H: I agree with reminding people and letting them know that student affairs is IN our Facebook group. Should these FB groups be restricted to Dal Med?

Matt Ernst: We have a professionalism document on DMSS website we could update

CB: I don’t know if restricting the group is needed

RC: The staff member removed themselves from our group. Do we remove students who leave the program from the group?

MM: Might be a good idea.

PK: Lots of personal information such as passwords in there, so yes.

MM: Anything from NB Luke?

LA: All groups here are strictly students

KN: This group is officially affiliated with the medical school so I do think we should be held to higher standards of professionalism

ii. Progress Committee - Mike MacGillivary & Priya Koilpillai

Ambiguity about process of what happens when someone MP’s or fails an exam. In past, it was an anonymous exam number. Now, it is names. Peers are on this committee and Halifax is a small community. If people are struggling, they come in for special meetings. We aren’t sure why the names need to be there and are hoping for more transparency. We want to know if MP changes for a component so that there isn’t any confusion.

Alex H: Physicians sit on this committee so I agree with taking the names off.

RP: Marissa and I tried to fight this off. On our last exam on the OSCE, there were some failures and MP, and I know this, and who they are. I think it would be good to know.

MM: We are asked to supply anecdotal evidence for students who come up on the ‘screen’, but it doesn’t change the result and is no benefit to the student really.

AH: I was the unit head and I too didn’t know the MP had changes for this component

SC: when is the next meeting?

MM: For now, we have a temporary solution that students on the committee are removed for the student names portion of the meetings

PK: Perhaps before results come out, we can make it clear what the process is.

RC: I just told everyone in our class that this is happening

AH: Are we allowed to tell everyone this is what happens?

MM: We are told this is confidential, but I think this should be communicated that this is the policy.

RC: At the very least, I don’t think we can tell them the logistics as long as we don’t discuss meeting contents.

PK: We are going on Friday, right Mike?

MM: Yes, we will try to discuss this

iii. Changes to DMSS-NB structure (draft) - Luke Armstrong

Floated by 2 meetings ago – wanting to build up a stronger council in NB. I’ve been taking with MM and a focus group of engaged med ½’s and what there barriers were to getting good student governance there. The number one concern is that NB doesn’t feel that the meetings are relevant to them, and we don’t have our own meetings. Let’s bring them together as one structure. We have some ideas of what they want us to do for them, and how to do it in SJ. We have terms of reference as a draft. We feel that this is what we need. We really want this structure to happen to have the best outcome for us. What needs to be discussed is how to implement. How do we elect these people. Who votes, who doesn’t, should voting be proportional? This is up for discussion.

MM- With this first page, I notice there is no VP Med Ed – Would you like that? Katie is finding it hard to vouch for SJ issues when she isn’t in tune with these.

LA: I think we mostly see ourselves as passive recipients of the curriculum, but that would likely be a good role.

RC: To achieve proportional voting, how many are needed?

LA: 4-5

RC: I agree, I think you need a VP Med Ed, this is a lot of what we do – liaising with UGME, I would suspect this could be the same in NB

LA: I think you’re right

RC: Since Med 2’s should be in many of these positions, can you steal the class council for these positions this year? (in terms of voting these people in).

LA: We could add them to NB elections in Spring also – issue is having NB vote swamped by Hali vote

MM: Potential solution would be NB having own VP external junior that would run the NB elections, except for DMSS exec positions

LA: I agree, for example, VPNB job is to connect to Hali so that should be voted on by both

ME: I think we have our own provincial rep is fair, I think it would be better to have even a CFMS rep/person facilitating the elections

LA: Well noted. We have someone who has the CFMS role. We interact strongly with out rep so it’s an important role for the provincial rep also.

iv. Voting & perceived redundancies in positions (if time) - Luke Armstrong

NB frustration – class president – one for SJ, one for NS. The class president is someone in Halifax, so it seems silly to vote on that positon. Maybe having co-presidents for class councils?

PK: I think a co-president would be good, I find it hard to know what’s going on with NB – it would be nice! I want our classes to be connected.

RC: We have co-presidents in med ¾ and both are always from Halifax. One should for sure be from SJ.

MM: We will have to add this into terms of reference in subsequent meeting and additions to DMSS council will have to be put into constitution at the AGM in May

v. Euphoria charity nominations and voting procedures - Russell Christie

Last year, we realized that we had no process for voting for Euphoria. Heated meeting – and a lot of money-to the charity decided on last year. We drafted a Euphoria Charity Voting ToR, it was sent out to the appropriate people and they weren’t followed. I don’t think this will be fixed this year, but please be aware of the Strict Guidelines of the charity we give them to. When a charity is nominated, they are given a 9 question package so that we are aware of what they money is going towards. In the past, charities we have given money to have been larger organizations where we don’t know why. Once, we gave gym time and such to underprivileged kids in Dartmouth-goes a long way to get $8000 for a small charity. Disappointed that actual process wasn’t followed. Maybe next year we can get this properly followed!

MM: I had interpreted the ToR incorrectly, and the vote was put out. I’ll take the heat for this one.

KN: Lets make sure this goes into transition manual

vi.  Resident of the year award - Russell Christie

We thought it might be nice to have a 3rd year class nominate the medical residents, from whom a lot of the teaching comes from. I think this is a good idea-came from a classmate. Would be at Med Ball.

AH: Would this be Halifax or NB?

RC: Could be both

Austin: Good idea RC – Each department has a resident award through one45 but it would be a nice gesture for a resident who was good to work with

C) Announcements:

i. CFMS Wellness Survey - Mike MacGillivary

Posted on FB and via email! Finished Dec 28 – important to do so CFMS can rally to create more wellness curriculum! Great prizes, please encourage – school with most participants gets $1000 towards grad class. CFMS hasn’t been paying as much attention to Dal as we’d like so please do this survey!

ii. CFMS Educational Survey - Mike MacGillivary

Also please do!

iii. ISA Survey Results - Mike MacGillivary

320/440 – 99/110 Med 2’s followed by Med 1s, 3’s then 4’s. Overall, 75% rate. Faculty and administration are happy! Thanks to students who participated and are helping compare the ISA to the DCI, the faculty document. Prizes were drawn by Victoria, if you got an email about winning a prize, you will have received an email!

iv. 2016 Class of ‘83 Wellness Week - Colin Boyd

2016 wellness week planning well underway. Week FOLLOWING March break – March 21-24. Working on keynote speaker. Even more fun than last year!

v. DMNB Charity Golf Classic final numbers - Luke Armstrong

Had our handover meeting last week. Big Charity golf tourney. Sent out thank you’s and reminders. Wrote check for $7960 to the SJ Hospital Foundation!

MM- Was put on really well, it was a great day – Kudo’s SJ!

LA: I look forward to next year, thanks.

Vi: Tomorrow is the international day of Human Rights – Allison Hudson

Doing a social media campaign – go on FB or twitter and post your favorite Human Right’s with a #dalmedcelebrateshumanrights

You can post about any even if they are taken! Thanks ☺

Vii: Gift for sanitation staff has been purchased - MM

1. **Adjournment**

**\*Good luck to the Med3s on your MCQ exam & the Med1s on Host Def!!\***

