MBP Executive Meeting  
June 13, 2018, 2017, 9:00 am  
PMCRT, 101 College Street, Room 13-710


Regrets: P. Boutros, C. Cunningham, R. Khokha, A. Martel, B. Stefanovic, A. Vitkin

1. Approval of minutes from the Executive Committee meeting on May 9, 2018
The minutes were reviewed and approved pending the following amendments:
i) Item 2 (iv): Add “Action” item: Grad Coordinators contact information to be added to Supervisory Committee Meeting Report form.
ii) Item 6: 1st sentence should read “Dr. Martel reported that more research is needed on the background of the Vector Institute.”
iii) Item 8: Last sentence should read “Dr. Kislinger pointed out that he should be the point of contact for any severe issues.”

2) Report from Vice Chair (J. Sled)
Dr. Sled reported on the following changes to the modules for the 2018-19 academic year:
i) Advanced Biostatistics and Clinical Imaging will not be offered.
ii) Introductory Statistics: Dr. Lerch is leaving Toronto, but is still willing to teach this module; however, he has suggested that it be offered in the fall as a week-long module.
iii) Ultrasound Overview: Dr. Brandon Helfield will be assisting Dr. Demore with the module.
iv) Cellular and Molecular Biology for Physicists will be coordinated by Dr. Akens and Dr. Zarrine-Afsar.

Dr. Sled also reported on the Basic Science Chairs’ meeting which he attended. It was confirmed that in order to avoid conflicts of interest, hospitals (TASHN) will share information on researchers with U of T. It was also confirmed that there has been an increase in the number of CRCs given to U of T and to hospitals.

3) Report from Research Institute Representatives (M. Lupien)
Dr. Lupien advised that there was nothing to report from UHN and Dr. Martel was not present.

4) Report from Student Executive (T. Huang, C. Lee)
i) Mr. Huang confirmed that the first MBP Alumni Networking Event will take place on the evening of June 13. There has been a good response from alumni and the student/alumni ratio will be 4 students to each alumnus. The session will be recorded.
ii) Mr. Huang also advised that he is conducting an investigation into an issue that some students have brought to his attention. Students who apply for OSAP have found that they have less funds when they also apply for competitive awards.

5) Exit Interviews (T. Kislinger)
The committee reviewed the summary of the results of the survey sent to students who convocated since January 2015. The next step is how to deal with the data. Dr. Kislinger doesn’t need to identify the student, but needs to know how to address issues that were raised about any supervisors.
Action T. Huang will share exit interview stats, but students will not be identified
6) Student Solutions (T. Kislinger)
Dr. Kislinger suggested to the GSA representatives that when students present with departmental problems or issues, that they also present with their recommended solutions.

7) MBP Travel Awards
Dr. Kislinger commented that the policy is not well defined for these awards. He proposed that 16 awards of $1000 each be awarded each year. It was also suggested that students be eligible for one award per M.Sc. and one award per Ph.D.
Action: Dr. Kislinger to draft a policy and present it at the next Executive meeting. The policy will include the following stipulations:
   i) There will be 16 awards given per year
   ii) There will be 2 award deadlines
   iii) Recipients of the awards are to present a brief report on the conference at the Annual Retreat.

8) Application Deadlines (M. Casci)
Ms. Casci proposed that another application deadline in December be added. She asked if an earlier Recruitment Day should also be held. Ms. Dang suggested that application deadlines be December 1, early January and early April, with a second Recruitment Day being held in mid-April.
It was also proposed that Rotation assignments be circulated to all faculty members. Dr. Kislinger stipulated that students must be interviewed by each of the faculty members with whom they will do a rotation.

9) Other Business
   i) Dr. Penn confirmed that the Axelrad Award for summer students will be presented again for 2018 summer students.
   ii) Dr. Lupien commented that, in order to avoid an overload of departmental email, messages should be summarized and sent out once a week.

Meeting adjourned 10:55 am.