MBP Executive Meeting
October 10, 2018, 9:00 am
PMCRT, 101 College Street, Room 15-710


Regrets: R. Khokha, C. Lee, M. Lupien, D. Malkin, J. Sled,

Minutes: D. Sears

1) Approval of minutes from the Executive Committee meeting on September 12, 2018
The minutes were reviewed and approved.

2) Report from Chair (T. Kislinger)
Dr. Kislinger reported on the Faculty of Medicine’s strategic plan, which was reviewed at the Basic Chairs’ meeting. A copy of the plan was circulated and reviewed by the committee. MBP’s EDI plan aligns with this strategic plan as well.
Action: Tabled until next Executive meeting.

3) Report from Vice-Chair (C. Cunningham)
Dr. Cunningham confirmed that Dr. Simon Graham wishes to step down as Admissions Coordinator. He suggested that the committee at Sunnybrook should have at least 5 members and that one member should volunteer to take a lead role. Suggestions for other members included Dr. Christine Démoré and Dr. Dave Goertz with Dr. Goertz taking the lead role. Dr. Martel commented that a joint admissions process is needed between the downtown and uptown locations. Dr. Pugh agreed to oversee the committees and admission process.

4) Report from Research Institute Representatives (B. Stefanovic)
Dr. Stefanovic discussed the first in the EDI seminar series. She commented that the student attendance was poor and advised that she will be repeating the next session at Sunnybrook.
Action: Ms. Casci suggested that Mr. Berger prepare a poster to advertise the seminars.

5) Report from Student Executive (D. Ivanochko, S. Doodnauth)
i) Ms. Doodnauth distributed a copy of the Faculty of Medicine’s survey regarding the financial and mental well-being of its students. Students from 9 basic science departments completed the survey. She pointed out that 80% of students rely on external funding. Dr. Kaplan asked the 5 students who created this report to present it at the upcoming Harmonized Stipend Agreement meeting.
ii) Mr. Ivanochko confirmed that 46 students have volunteered to help at the Open House. He also reported that the GSA’s election process has begun.
6) Faculty of Medicine Hospitality Guidelines (T. Kislinger)
The committee reviewed a copy of the Faculty of Medicine Hospitality guidelines. Dr. Kislinger reported that these guidelines have been revised and departments can no longer serve alcohol at any events and there are specific rules as to when catering and refreshments can be provided.
The committee discussed several MBP events at which refreshments will no longer be served, such as the Executive meeting and some oral exams.
Action: MBP will provide refreshments for exams held during the lunch hour.

7) Geneva Park Follow-up/suggestions (M. Casci)
The committee discussed various ways to improve the retreat. The following suggestions were made:
- Have more PI’s giving short talks (approximately 5 minutes long)
- Seat 2 PI’s at each table at meals
- At the Rotation Market, encourage PI’s to bring a poster for display
Ms. Casci commended the students on their organization of the Rotations Market and other Geneva Park events. Ms. Casci also asked the committee to confirm that the retreat can be scheduled for the same time in 2019.
Action: Ms. Casci to proceed with booking Geneva Park for September 22 – 24, 2019, and to inquire if poster boards are available.

8) GRE for International Students (T. Kislinger)
Dr. Kislinger advised that US universities are eliminating the requirement of a GRE for International students and proposed that MBP do the same effective immediately. The committee was in favour of this.
The TOEFL is still required.
Action: Remove GRE requirement from the website.

9) Scholarship Ranking Committee (C. Dang, M. Casci)
Ms. Dang advised that a pool of PI’s is required to rank scholarship applications.
Action: Ms. Dang will compile a list of all scholarships, which require a ranking committee. It was noted that faculty who agree to this committee should be prepared for a 3-year commitment.

10) Other Business
i) Dr. Pugh asked if the time in a lab for the first rotation was reduced due to the time spent on the Biostatistics module. It was confirmed that additional days were added to the first rotation to compensate for this.
ii) The Introductory Statistics module was not well received this year. Evaluations were sent out and Mrs. Sears is collecting them. The committee discussed whether the Biostatistics module for the Fall 2019 session will be a week-long course again. This will be reviewed once evaluations are received.
Action: Mrs. Sears to collect the evaluations.

Meeting adjourned: 10:30 am