

Medical Undergraduate Society

Council Meeting minutes - November 4th 2019; 7:00 PM

Date	MSAC	IMP	NMP	SMP	Call-In # 1-877-792-2770
Nov 4 2019	VC Room	RJH 246 MSB 107 VGH 1908	UHNBC 5032 NHSC 9-370	KGH 250 RHS 148	30335 https://meet.vc.ubc.ca

Preparation

Review Robert's Rules [here](#).

Add/update/verify your contact information [here](#).

Minutes

Present: , Vanessa, Monica, Sabrina, Sina, Kash, Lisa, Gabriel, Parker, Devon, Army, Renee, Michael, Dr. Lui, Chris, Stephen, Annette, Adina, Jessica, Dallas, Reem, Vivian, Jason

VC: Isaac, Kian, Tribesty, John

<https://meet.vc.ubc.ca> **Call 30335**

Regrets: Willow

title	proposer	time
Approval of Agenda	Mover: Monica Secunder: Reem In favour: All	7:05
Approval of Previous Minutes	Mover: Kash	

https://docs.google.com/document/d/1cQ57ldzY0_rqk5RLaDFtOQTe4PCAXectZNfP-XXHwAk/edit?usp=sharing

Secondar:
Army
In favour: All

Year II Class President

Jessica is resigning due to a family emergency.
Chris interim president until by-elections elects the new president. No nominations so far, encourage your Year II friends to apply.

Jessica Wang
(Year II Class President)

MSAC Manager

Adrienne: MSAC operations manager, been in role for 4 months, in FoM for 10 years.

It was Dr. Hardwick's mission to find a place for medical students to come together for leisure. He is always wearing a costume at his request. In order to run MSAC, we have rentals: different groups use our facilities for weddings, parties, meetings etc. to generate revenue for us. So if there is an event going on, try to be respectful. There is usually an email sent out about any events (ex. Gym renovations).

MSAC is turning 30 this year, and we need a student to join the committee to plan something. If any of you have questions, please email! We want a student voice to know what you want to see. This will be a small commitment, we primarily just want your opinion. All of next year will be the birthday.

Reem: is there a better estimate of the commitment?

Adrienne: In the beginning, there is a meeting once a month until closer to, and more frequent from there. It will likely be over lunch hour, but it is possible to accommodate for your schedule. For the event, if you'd like to be part of it, it's something we can work on. We want your voice and

Adrienne
Hammond
(MSAC Manager)

opinions. We understand you are very busy so we wouldn't be demanding of your time.

Adrienne: There are postcards on how to book rooms (go on Calendar, make a request, ambassador look through them - goes by first come first serve), alcohol at events (you have to get SEP - special event permit, Halloweepers caused a big mess so there will be policies in place to see who is responsible, whoever has SEP and is serving alcohol cannot drink), student party expectations (will send this out after some agreements are made with VP Socials, we would like you to have parties but just need to minimize damage)

Stephen: how much is the damage? Should we help pay?

Adrienne: This is primarily for us to be aware so we do not cause further damage. Policies and procedures cont'd: access (meant for our safety), rental events

There are four ambassadors: GB, Megan, Tracy, Ryan. When you are here in the evenings, almost always one of them will be here.

Studio Decommissioning: VC system in this room will likely be decommissioned since MUS is the only group using it. As a heads up, whoever is booking the rooms for next year, suggest booking Latham or Hardwick because the VC system will be updated. Hardwick Hall is probably preferred, it is more user friendly and newer.

Postcards have information on links, and they will be on the counter available for you all to take.

Remarks from the Chair

GHI Sustainability Position
Need to fill in this position. This is related to National officer of Planetary Health CFMS. After this position comes along, the GHI sustainability position may be phased out.

Zach Sagorin
(President)

Full Faculty Meeting

This meeting occurs two times/year, there should be 16 representatives that should be invited every meeting. (Class presidents, VP Finances, President, past president, Externals, Academics, Internal). Out of all of these positions, some positions are not aware of this meeting. Zach wants people to know about this meeting. There isn't too much involvement for medical students because there are other faculty present from other departments. November 25th is the first meeting and the invites should come out soon.

John: The invitations that come out look like announcements from the Dean. Be aware of this, so it might help to search in your inbox Full Faculty Meeting.

Annette: Has Zach already given our names to the faculty? From the email, it looks like you need the names and birthdays.

Billy: Not too sure. Just to raise awareness about this meeting. If you do not receive an invite, we should bring this to the faculty.

Dr. Lui: The meeting happens twice a year so the whole faculty reports to senate. Nothing can happen from an academic perspective unless it is approved at this particular meeting. All new courses, changed courses, policy issues for academics happen at this meeting. Students are invited except for when they grant the degrees and give out awards.

Stephen: Our senator is probably more well-versed, but she is not in the 16 positions. It may be worthwhile for her to go.

Billy: I can take this on or Zach can communicate with Patricia Lu from the faculty to talk about adding the Senator and invites.

Stephen: I can email this if Zach hasn't done so already.

Proposed Longitudinal Wellness Check-In Tool

MOTION:

WHEREAS evidence shows that matriculating medical students have lower rates of mental health disorders than age-matched peers, yet graduating medical students have higher rates than peers;

WHEREAS medical student mental health and wellness remains a substantial issue with stakeholders including medical students, faculty, and patients;

WHEREAS the Faculty of Medicine would benefit from resources to help medical students maintain their resilience and well-being;
BE IT RESOLVED THAT that Medical Undergraduate Society of UBC endorses and supports the implementation of the Longitudinal Wellness Self Check-In Tool developed by the Wellness Initiative Network into the MDUP Portfolio Curriculum.

We are here to propose what we are working on, and we will be proposing to Student Affairs on November 21st. There is a proposal document finalized that will be sent to Student Affairs. This is done in coordination with Dr. Hubinette.

Background: We discussed overall medical student well being. Assessments and studies looking at wellness entering medical school is higher than age-matched peers (when they come into medical school, they seem to be doing well) but over the course of medical school, the students gain higher degrees of anxiety and burnout. Throughout medical school, it seems like these students cannot maintain their mental health and well being. In the proposal document, this is written in more detail. There are worries about confidentiality and time constraints. To focus on that, it can be insidious where students do not notice it is happening. Resources available seem to be only for acute problems, we want something revised that can be an adjunct to current resources for students to maintain their wellbeing.

Self Check in tool: We looked at other medical schools' surveys, but they were often quite specific (ex. One on depression). We can use single point measures for these categories. We broke it down to a short questionnaire: there

Jack Yuan
(WIN
Executive
Director)

Renee
Reimer (WIN
VFMP Site
Director)

Michael
Minkley (WIN
Advocacy
Committee
Co-Chair)

Motion
mover: Reem
Secondar:
Stephen
In favour 19
Against 0
Abstentions:
1

are subjective and objective measures of physical health (sleep, diet and exercise). There are 3 questions about emotional exhaustion, depersonalization and lack of efficacy. Some questions on overall mood and anxiety, as well as overall wellbeing. These are ideally completed in Portfolio sessions so they can track changes over time. Depending on the group, there is time for voluntary discussion but time allocation is up to the coaches and the students as to what they want to be doing during Portfolio sessions.

On the survey, there is a section for wellness resources: if student is noticing problems, there are resources that they can access. This applies for distributed sites as well. Coaches are not counselors so there is an option to refer to SA and resources. Ideally, this session and filling out the questionnaire should take no more than 10-20 minutes.

Portfolio represents an ideal situation for this. There is a tight knit group of trusted peers. Some discussion probably exists but there is no consistent measure across groups. Hopefully this will improve consistency. Students seem happy with their portfolio groups, where they feel comfortable talking to these groups. We are working with Dr. Hubinette to align with portfolio objectives.

Pilot: We are talking to SA to go through for a pilot trial. We will be sending emails out to coaches to inform them what this entails. We are encouraging students to take initiative if coaches do not want to be involved. This will be an online-based questionnaire that is kept on students computer. There is a google form, survey documents that are prepared for the students and coaches, where we get anonymous feedback for both objective and subjective entries for feedback. With that feedback, we will adjust the feedback to be adjusted and implemented into Portfolio.

Measures of success: There are 3 criteria

- 1) Accessible and easy to understand for students and coaches

- 2) Reasonable amount of portfolio time used
- 3) Interesting and relevant to students

We will be using feedback forms to evaluate whether this is accessible

Specific criteria: See slides!

Potential challenges: See slides!

- 1) Fitting a wellness resource into formal MDUP curriculum
- 2) Integrating the tool into existing portfolio objectives - does this fit into goals of portfolio? This is relevant to professional development
- 3) Managing student discomfort or triggers - we do not address sensitive triggers (ex. Suicidal ideation). If they are triggering, there are resources available to help students deal with them. They are not designed to be triggering.
- 4) Confidentiality and use of data - not meant to be data collecting study; this is strictly for student benefit. Students fill this in on the computer, information will not be collected. This might be part of a wellness project (a later problem), but not now.

Summary

- Goal of wellness self check-in tool is to empower medical students to reflect on current state of mental and physical wellness - ultimately providing them with the opportunity to make lifestyle changes and/or seek help in order to address these unmet needs
- See slides!

Dallas: My understanding is you submit this before portfolio and submit to the preceptor?

Renee: No, you don't submit it to your tutor. It's just to get your physical temperature on mental health.

Michael: Providing it in the portfolio session gives you safe space and gets people to actually fill this out and submit it. There will be allocated time to discuss this in the session.

Army: On the part of the portfolio coaches, would they get information or training on crisis management. In my experience, some students may not disclose but there are signs that they are not doing so well.

Renee: There are no questions on suicidal ideation.

Michael: The questions are general on rating your overall mood. Not specifically asking you about suicidal ideation. I can't say on what training exists for these coaches. The likelihood that these topics will come up is similar to what would be brought up now. Part of the process is to give the opportunity for the students and coaches to provide feedback on their wellness.

Renee: Our concern is that it could be triggering so we provided resources at the bottom of the tool. If the questionnaire is triggering, it is a safe space to address this. As much as we want to avoid distress, we don't want to shy away from this either.

Army: More for the perspective of making sure that the coaches are well-equipped for these discussions.

Renee: There is quite a diversity in the coaches so we would have to potentially increase the amount of text in the briefing email to the coaches.

Michael: An email will be sent out to the coaches to describe the pilot program with more information about the resources and the discussion that might happen.

Khash: We have a survey and 10-20 minutes in Portfolio to discuss this. Can you tell me how this plays out if it is in full force.

Renee: You will receive a questionnaire before portfolio and you will fill this out during the session. The same form will be filled out every time so you can see your own trend. You

will come back to the same tool around twice a year so you can reflect objectively on how you are doing. We're not trying to take time out of the students' time so we placed it for the portfolio session. We're not entirely sure how the students will respond to this.

Stephen: I have a data security question because we have had data breaches before. Have you spoken to Tim Bateman regarding data security from Med IT?

Renee: They are not submitting anything, just saving it on their own computer.

Stephen: If it is not protected, it might be better to put this on entrada.

Renee: I thought if it was in our own possession, the data would be secure.

Michael: Our concern is balancing privacy vs data security in this case. If they are uploading this information on entrada, students may feel that they can not be honest because someone is accessing this information.

Devon: They send us blank documents for Carms in 4th year regarding personal information. So it may be alright. How can MUS contribute to this?

Renee: We're hoping for MUS support when we approach student affairs. Pilot success is dependant on support and MUS is a good institution for this.

Dr. Lui: I heard that there will be a survey of the process to evaluate this. I heard google will be used, will the privacy of these students be secure? You might need to think about where you will deploy the survey.

Renee: I see your point and we can discuss this with student affairs to determine a secure platform for this.

Michael: We have drafted this survey on google survey but we will determine which platform to use for security reasons moving forward.

Stephen: Faculty of Medicine does create resources that are very useful so I would like to suggest a friendly amendment from "lacks" to "would benefit".

Dr. Lui: As a general principle, if MUS endorses they endorse. In legal terms, fully endorse may be unnecessary because it means we support everything.

External Updates

Devon, VP External Sr. Nice to finally meet you in person! We want to make sure you know what Reem and I are doing. 2 updates:

- 1) Process at Westerns Dean meeting (all medical students in the west). There were a series of emails for med-all. WIN has been an integral part for absence policies. If there are any questions or want to contribute to anything mentioned in the email, let me know.
- 2) Specialist Council at BC - nothing to report.
- 3) I am also on the board for CFMS. 1- shortly, there will be an announcement for the National Day of Action. The topic chosen this year is Access to Contraception (given results for Federal election). Water Security was no longer an issue worth our resources. Essentially all of the things we would ask the government to do were already things they had already planned to do. At the board level, there was a decision to change it to Access to Contraception. This announcement will come out formally in the next couple of days.

Reem: Is PAC allowed to know?

Devon: Jason is the PAC Jr rep so now he knows.

Devon Mitchell (VP External Sr.) & Reem Aziz (VP External Jr.)

The board meeting was last weekend, so this is still quite fresh. Press releases are still being drafted, but you will all know about it in a little bit. This is just an advanced notice.

Dr. Lui: It might become an emergent issue but last week Alberta's government had a bill about determining where people will practice when they get their license. If one province gets away with this, this may become an issue in the future.

Devon: Our advocacy for unmatched CMGs are still ongoing. It will be interesting to keep an eye out on Alberta.

Dr. Lui: The law was overturned years ago regarding this but this is something that may occur in the next few years.

Huge congratulations to Devon being elected on the board of CFMS. We are finally having a voice from UBC.

Currently, I am working with the Residents of DofBC regarding the position paper that we discussed last time. We are hoping to discuss this further in the next meeting and updates should be coming up soon. I will bring this up at the CFMS reps roundtable to see what other schools can do about this. We can further this across Canada because it was passed in the AGM in September

Gym renovation support from DofBC

I sent a request to Matt regarding this and we will draft a proposal in January.

CFMS President Tour

Victor was doing a tour across Canada to check in with all of the medical schools. Monica will send out the letter from the President tonight. A lot of students were asking about what is CFMS at the dinner and how we can engage more people. There is a talk about a CFMS app for a stronger social media presence and a first year introductory session about CFMS. If you have any ideas about how to increase UBC engagement in CFMS please let myself and Devon know. The

Continued

spring AGM is happening in Vancouver this year. We may have increased involvement in this Fall callout. We are the largest Western medical school and we pay a lot of fees to them.

Stephen: We want more students to be energized to meet with CFMS. Perhaps we can have a contest or delegates to go to the meeting, instead of just "I'm attending" to keep people engaged.

Vivian: Some people have benefited from CFMS, such as going on AGM trips. Perhaps testimonials from upper years or those who have participated could be helpful so students see a familiar face and can contact them if they see these testimonials.

Reem: Good idea! SGM is soon. Spring General Meeting is in April. This is a plus for us since we don't need to pay for flights, we should have maximum students come out (every seat filled out). Closer to January MUS council meeting ,this topic will be more heavily discussed and I will ask for feedback in a more formal way.

Council appointment of Political Advocacy Committee Chair Jr.

MOTION

WHEREAS Section 3.4 (Selected Positions) of the MUS Constitution states "Political Advocacy Committee Chairs (Jr. and Sr.) to be proposed by the incumbent Political Advocacy Committee Chair Sr, Vice President External Jr. and Vice President External Sr., and approved by a vote of the MUS Council"; and

WHEREAS the PAC Chair Jr. sits as a non-voting member of the MUS Council; and

WHEREAS the application and selection process for the PAC Chair Jr. has been completed;

BE IT RESOLVED THAT the MUS Council approve Jason Speidel as incoming PAC Chair Jr, as recommended by the PAC Chair Sr and VP Externals.

Tribesty
Nguyen (PAC
Chair Sr.)

Motion
mover: Army
Secunder:
Gabriel
In favour 21
Against 0
Abstentions:
0

PAC selects a chair junior (2 year long position). In the past, chairs have been voting members on MUS council but last year there was constitutional change so that PAC Chairs are non-voting members, which makes more sense since we are appointed not elected members. In the constitution, it says that the Chair needs to be approved by Council. In the beginning of the year, me, Reem and Devon went through a selection process and I am now presenting my recommendations. So now there is Jason, who is PAC Junior.

One more quick update. PAC had a topic selection last week for provincial day of action and they also chose Universal Access to Contraception. Is there anyone today having thoughts about advocating for the same topic as CFMS on the federal level?

Devon: I love it, it works out really well since Federal and Provincial level play different roles in healthcare and they both have stakes in this. Ours and CFMS' advocacy will be enhanced by our ability to collaborate.

Club Audit

On October 27th, all of the club applications came in. Last night, Billy, Zach, Parker and I were reviewing the applications. Some of the clubs had redundancies amongst each other and some needed review of activity and budget discrepancies. Should the committee have the power to merge or deny club formation requests or should we represent these to the MUS council for further discussion?

Isaac: Basically, there's a plethora of clubs that have formed recently. MSAC has limited space and all of these clubs are trying to book events. We should resolve this at this meeting that clubs that are redundant should be merged.

Reem: As the past clubs rep, I fully trust the committee in the decisions that they make. I have asked clubs to merge before because new clubs should be satisfying new needs

Sina Safa
(Clubs Rep)

for medical students. You should just suggest to them to merge and you can readjust funding based on this. If you have any questions, you are welcome to bring this up to them.

Lisa: Are these clubs the same sites with similar mandates? Does this change the situation?

Sina: Some clubs do not specify a specific site but judging from budgets and club descriptions they are probably at the larger VFMP site.

Billy: There's one club IHI that is based out of UNBC. In terms of funding to travel, the site leads do have some funds to provide students to travel. Students do travel back for med gala and they are funded by MUS.

Parker: Is it appropriate for MUS to review clubs that exist in the first place? Some clubs are not using the budgets or the funding. Should there be a constitutional amendment whether MUS can decide if clubs are actually official clubs.

Devon: It is in our power to provide access to these resources. I trust the committee without oversight from the MUS council.

Reem: Being a MUS club makes booking MSAC easier so it can be communicated to Adrienne that priority should be given to clubs.

Devon: Adrienne should have an updated list provided to her of MUS clubs. Other clubs have to pay to book MSAC if they are not a part of MUS.

Billy: Insurance is also only covered if they are under MUS and AMS.

Gabriel: Is there a record for the club's applications?

Sina: yes

Reem: Last year, the VP finances created excel sheets for funding for each individual club. Some clubs may not actually be filling this out. Would it be easier to have an online google form?

Billy: Last year, it worked out well. The google sheets are for the VP finances to fill out and it is accessible to club presidents to manage how much they have. If they send in the reimbursements, the VP finances subtract the funds from their budgets. Some clubs actually do not spend anything on their budgets. If they did not spend any money, we can red flag them for next year. Resources can be reallocated next year.

Dallas: Do we know if these clubs that are "shells" are not doing anything but just not spending anything?

Parker: We need some sort of way to review how active some clubs are. Aside from funding only.

Matt: Is there an audit of how much they spend at the end of the year?

Billy: Yes, all expenses are tracked for each club.

Reem: You can request funding based on events that you run. So if they are not asking for money, they won't apply.

Recruitment for MUS Travel Bursary

In september, Stephen and I ran the bursary, which is now open to Class of 2020, 2021 and 2022 for any research activities between March 1 2018 - Feb 29 2019. There were 34 applications, a couple will be disqualified due to timing but we wanted to recruit 1-3 students to help us read over the applications. We are not ranking but just qualifying them, then stratifying them based on how much each activity costs and then dividing the funding. There is an expected 28-30 applicants. Any volunteers? Sina, Sabrina and Vanessa

Annette (VP Academic Jr.)



Motion to Adjourn

Moved: Khash

Seconded: Reem

In favor: All