

Medical Undergraduate Society

Council Meeting minutes - November 5th 2018; 7:00 PM

| Date | MSAC | IMP | NMP | SMP | Call-In # 1-877-792-2770 |
|------------|---------|-----------------------------------|--------------------------|--------------------|-----------------------------|
| Nov 5 2018 | VC Room | RJH 246 MSB 107 VGH 1908 | UHNBC 5011 NHSC 9-374 | KGH 228 RHS 227 | 30215 |

Preparation

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

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

Minutes

Present: Maya Rosenkratz, Helen Croft, Reem Aziz, Jessica Hatcher, Emily Lehre, Stephen McCarthy, Billy, Zach Sagorin, Christine, Maichael Thejoe, John Lui, Devon Mitchell, Jennifer Ling, Jessica Wang, Monica Hsieh, Isaac Rodin, Jenna Erwin, Tony Chae, Vito, Nick Brochez, Privia Randhawa, Dr. Hardwick

VC:

Regrets:

| title | proposer | time |
|--|--|------|
| Approval of Agenda | Mover: Maichael Seconder: Devon In favour: All | 7:00 |
| Approval of Previous Minutes https://drive.google.com/open?id=1JUY6iMB7Kww3QoFPjQnJV5_5GM_S1sPltgAMhaVbOyg | Mover: Jennifer Seconder: Jessica | 7:02 |

| | | |
|---|--|------|
| | In favour: all | |
| <p>Remarks from the Chair</p> <p>John: I spoke to Dr. Parhar and Dr. Holmes and we told them that the diversity of the valedictorians was not a concern for us. We cannot generalize the ethnic background of the valedictorians.</p> <p>Updates about return of service spot. Brought up with VP Education under CFMS and have started to work towards passing a resolution at the SGM about CFMS position about return of service contracts as a whole (ie. there has been more than just Derm). There was a group of people who wanted to be involved, and for those of you who know who you are, get ready for an update</p> | John Liu (President) | 7:02 |
| <p>VFMP Listserv</p> <p>Tony: I wanted to discuss about the creation of the VFMP listserv. As we all know, there is a year specific listserv for every class and within each year the distributed site has their own specific site listserv. As it currently it stands, there is a VFMP listserv that is not accessible for students and only for the faculty. Within my year, the students at distributed sites have requested to have a VFMP listserv so that they do not receive emails that do not pertain to them. This year, the request was brought forward again to reduce the number of emails they were receiving. I reached out to past presidents and I will provide brief summary. In support, it reduces the number of emails that distributed site students receive that are not relevant to them. If we were to create the listserv, it would be up to the discretion of the sender if it would go to the whole student body or not. E.g. The student lounge discussion is not relevant to the distributed sites. In the past, although they have been VCing the discussion to other sites. Against the creation, MUS has strived to increase inclusivity with all the sites and we are trying to invite all the other students to the events that are happening here. The logistics of creating one and the maintenance of the listserv is an</p> | Tony Chae (Year II Class President) | 7:04 |

obstacle for creating a VFMP listserv. Currently, for me and speaking on behalf of the class of 2021, I do want to create this listserv and it would be the discretion of the sender whether to send it to the other distributed sites or not.

Isaac: As a frequent user of emails, I would appreciate a VFMP listserv. People get on my case for receiving a lot of emails that are not relevant to them.

Maichael: I would speak against the listserv. Major concern raised by student council was that its already a struggle for distributed sites student to feel included and having centralized mailing list is important prompt for students at VFMP and think proactively about how to engage them in events. Also would undermine the heavy hitter list servs (ie MUS MED ALL) and people would be turned off of list serv. ALSO its not our job to help people organize their email. Would be more convenient but not worth the work to build a more inclusive site.

Rosie - Had a chance to ask some people in SMP. Would speak against the list serv. All the sites have their own list serv but there are a lot of things that only sites need to know about whereas a lot of things come up from vancouver that everyone needs to know about.

Privia: We vote against it because its not difficult to press delete on an email.

Nick: I heard from people complaining about getting too many emails and it is just going to get more and more difficult from here in terms of emails. We have to get good at triaging our own emails. If it says VFMP only in the title, distributed site students could just press delete.

Privia: Maybe talking to the site leads at the other sites to talk to the classes. I know some people go to Vancouver on the weekends and they would not want to miss out on some of the VFMP events.

Nick: some people will hear about the event and then will try and replicate it and introduce something similar here.

Tony: I appreciate everyone's input and I do agree that triaging is important, but the idea of ensuring inclusivity MUS provides MUS newsletters for all the sites. If there are big events that are open to everyone, the events are all on the newsletters that are sent out to everyone. ONE more point is that from the perspective of the distributed sites, if there are students that are going to the distributed sites they do not have access to their own site-specific events. Why is that we sending out events at vancouver are shared but the site-specific events are not?

Maya: Sites are away for 2.5 years out of the 4 (then 4th everyone is gone). Its a portion of education and then worried if we start now it will become a trend - granted its an issue in your class but maybe not everyone

Update from the AMS

Jennifer: There has been increased funding from the AMS for the food bank and sexual health centers. There will be increasing service so if you know of any students or survivors of sexual assault, it will be worthwhile to refer them to these resources. Wood cutlery tastes terribly so stay tuned.

Also going up to Vic to lobby on behalf of students - student financial aid, open education resources, and sexual violence policy on campus

What is our position on reading weeks?

Stephen: We talked at length with Dr. Mason regarding curricular changes and they work so hard to account for all the hours we have off. If we want to fit in a reading week, they have to rethink our whole curriculum. Logistically, it is a very hard thing to change.

Jennifer Ling
(AMS
Councillor)

7:19

Devon: Are we voting for a reading week in general for students or just for med? We should be included (not advocating for our own program) but in our position as health advocates we think in general students should have a reading week because research shows etc. So yes we support this policy broadly because it impacts students/patients.

Maichael - as university has been advocacy around having 2 reading weeks and as apart of general advocacy thing its fair to throw our weight and say "yes". But FoM is pretty separate from the rest of UBC so this wont apply to us. I doubt the reading week would factor into our schedule. It will most likely not impact our student trajectory in the near future.

Finance Update

https://docs.google.com/presentation/d/1OidFy_tkac3CqbkWCOuIAGuBf9MihXi9LHPJPus9xGc/edit?usp=sharing

Has been a lot of confusion around how to deal with reimbursements and the financial structure in general. First want to say thank you - lots of support has happened.

MUS is subsidiary of AMS. Within MUS have sites, clubs, GI, etc. Being a subsidiary of AMS we get benefits like free accounting and banking, insurance coverage, contracts and liability support

Essentially our responsibility is we do what we say were going to do, obey rules, spend money in budget, reimburse those who spent money, and seek external funding when necessary

To improve transparency we have goals. Want to have two spreadsheets for each constituency described above (site leads, any club, etc. Has account worksheet and approval worksheet. Account is only editable by finance and it is

Zach Sagorin
(VP Finance
Sr.)

7:25

where the amount of money where our club or constituency has is written there (continued theme is people don't know how much money they have, etc). Then the second area is an approvals tab - the president of whichever constituency can post that they are AWARE a person has spent money in that club in the clubs name (ie. spent 40 dollars on pizza for a speaker they can put that in there from person saying they spent 40 dollars and they should be reimbursed - ensure there are not fraudulent withdrawals from the MUS. Approvals is not as relevant to sites because funding mostly goes through site leads. Site lead should be getting reimbursements and sending it to Finance, a bit of a separate process

Funding is distributed according to budget - all clubs eligible to receive funding from MUS (currently organized by MUS Clubs Rep. ALL club funding must be stored in our club's AMS account

MUS funding each year is distributed and then if not spent, does not exist anymore. Outside funding WILL exist in the future. MUS funding spend before outside (ex. Club has 200 from MUS, 100 from outside, spent 300, still have 50 left and that is outside)

President needs to add to the approval tab. Then the person completes MUS Cheque Requisition form but not sign it. Then need to send MUS Cheque Requisition form and proof of purchase (ie. receipt!!!) Then VP Finance Sr. will review, sign, and submit reimbursement to AMS. Then if there are any issues will get in contact to clarify. Once date filled in should take AMS 2-3 weeks to process and get cheque.

Helen: what is turn around time to access funding?

Zach: 2 weeks and then time to mail it

Nick: AMS memorandum has to be 3 execs - so as site lead will it be me and 2 other execs? It has to be Zach (VP Finance Sr.) and two other execs

Rosie: Are you making new spreadsheets for sites?

Zach: I made one for sites, those have been made, so please send me quick email and I will reshare link with you.

Rosie: For SMP have google sheet and the archived record is helpful. Can we integrate those?

Zach: One i'm looking at I don't mind how you divide that money, but that one is just to look at total expenses that are going in and out and so you can see a net amount. So please share sheet in same folder if need to verify something or some issue when not coincide properly. This one will just be net amounts.

Would like to work with IT to put on a website so readily available - want to fill out a complete mailing address, cheque payable to, what it was spent on , date completed, total amount included. Need this form to be physical not digital.

Some issues

- invoice instead of proof of purchase
- name on proof of purchase has to equal name on reimbursement form
- address written indirectly so return to sender

Maichael - make sure you get contracts signed! Students cannot sign their name on contracts - by doing that liable to AMS, institution signing for, etc. Do not sign it! The total time to get contracts processed can be WEEKS (not worth trying to circumvent process). My understanding is that we receive a lot of funding from the FoM which is why we have a lot of money in our account. We need some money in our account for overhead expenses.

Dr. Hardwick: In previous years, if there was a lot of money leftover, it was assigned to the MUS. If it is still not spent, it will go to the MSAC system.

Maicheal: None of our activities is for profit, so we cannot run weepers for profit. If we end up with some money afterwards, it is fine to leave it in our account.

Tony: Thank you Zach for the presentation. Will this be available in the MUS google drive since when new people come in we have never gone through the whole finance process.

Zach: We can put the finance presentation in the finance folder for MUS.

Isaac: Presentation is in the minutes. Is there a way to liaising this presentation to the other clubs?

Zach: The spreadsheet and tutorial will be sent to the other clubs to look over.

John: This is exactly what we needed as a council since it has been unclear in the past. Having this sent out to the club emails will be key. I wanted to clarify the two action items, will this be sent to the clubs?

Zach: When people receive the spreadsheet, they will have the two action items so they will know that they have to do those.

Cheque requisition form is available! In the finances folder and we can send one out to the MUS council.

Say someone has a receipt for groceries, our site VP socials had receipts without their specific names on the receipt.

Zach: When there are physical receipts, the AMS does not care that there is a name on it or not.

PAC Updates

Two things wanted to bring up

Privia A.
Randhawa

7:57

1. Currently in the process of narrowing down the lobby day topic. Last week there was a call out and there are 25 entries. We narrowed to five

(PAC Chair Sr.)

- a. Unmatched CMGs
 - i. Maichael votes yes! Ontario students got residency spots added because student voice is important and they were successful.
- b. Province Wide EMR
 - i. Maichael votes no! Huge bureaucratic issue and not really gov't issue its health authority issue. Already heading towards this with power chart so at least in BC will have these things soon
- c. Better transgender healthcare
 - i. Maichael votes yes!
- d. Alternate payment structure
 - i. Maichael votes yes! But a lot of Divisions of Family Practice has been spearheading advocacy so think it might be a side topic
- e. Universal drug coverage
 - i. Is this is a follow up project (yes)

Tomorrow members of PAC narrowing down to two topics (tomorrow 6PM at the MSAC Alumni Room). We are starting to write paper after narrowing down, is anyone opposed to anyone of those

I am curious about your decision making process with the other PAC members.

Privia: Want to make things actionable, relevant to people of BC, an ask can be generated, aligns with PAC mandate. That is how narrowed down to these five and then at the meeting will be narrowed down to two topics through voting. Then whichever topics are ranked highest will go to next round and then at that point will be PAC policy development team that have final say - reason why is use student voice to get to

that point but because the two people are writing the paper its important for them to feel comfortable

Reem: Is this for the BC Lobby day or CFMS action lobby day?

Privia: Seniors and aging is the topic for the CFMS action day on February 4th.

John: From discussions across the country when I went to GMs this has been a topic everyone has been lobbying for. The President of AB has been pushing for this to be a topic in BC - we have the lowest ratio for grads to residency spots. AB pushed for more spots and they did, they also gave us the documents they used because this is a country wide issue and increasing spots in BC will help students in AB too. So don't want to bias everyone to think of this as the top topic but there may be efforts made to lobby for unmatched CMGs even if this doesn't get chosen as the PAC topic.

Privia: This will be something that is followed up even if it isn't chosen as the topic of lobby day.

Maichael: A good portion of the spots were mostly for MOTP, but they did add a couple of emergency and surgical spots. People who did not match that iteration were able to go for the added spots. They were not open for the general students.

2. Privia: I have a question for funding for lobby day. I had a request from an unmatched student last year about lobby day. They have been involved in PAC and they asked if they were able to join in. I personally do not see a problem with having that student if there is an extra spot for carpooling. My personal opinion is that they should be funded, but I wanted to open up the floor about that discussion.

Zach: From the finance perspective, the MUS funding is not designated for students that were unmatched. It doesn't mean that we cannot alter that. This has not happened

before and that's not what the money's for because the funds are from student fees and faculty contribution. If we consider it differently in terms of the PAC budget, I think it will be alright under that umbrella.

Privia: They mentioned that if they have to pay for their own accommodations they can. If they need to run it by student affairs, they can as well. I'm not sure how much oversight student affairs has on this.

Devon: If we are advocating for unmatched students, it would be hard to turn away from this student. We should try to make it an exception for this. It is one person and it would show solidarity to the unmatched student. I would hope my old student society will help in this manner if I was in that position. It costs MUS almost nothing and it would be a generous gesture.

Privia: As a society, we have been advocating for unmatched students that have our rights and for the university to advocate for them to gain more clinical experiences/shadowing etc. Last year, I provided money from the site to pay for students to go to lobby day. Is there other funding?

There is funding from Doctors of BC, CFMS and MUS. In terms of sites, student affairs used to fund distributed students but last year they did not. Some students had to pay their own way last year because of the site budgets.

Maichael: I agree that this person should be allowed to come and they can be a powerful ally in communicating a message for unmatched CMGs. They can lend their voice in campaigning. One caution is about policy, we are insured via AMS for all our events because all attendees are AMS members and UBC students. AMS also shields us for external activities. If they do open events to students outside of UBC, the tickets are more expensive to cover their insurance. If we start to receive more requests like this, this may change our policies. If someone who is carpooling gets

into a car accident, the students can sue the organization. If members are all approved by the AMS, then the accident is covered insurance wise. If we introduce a non-AMS member, this can introduce complications in insurance coverage. Everything we do is backed up by the AMS organization legally. Overall, I agree with the premise and would love for the student to come.

Dr. Hardwick: It would be appropriate to clarify with AMS.

Devon: Bringing forward a motion to sponsor an external student similar to if we are inviting an expert. We would need to bring this forward at the MUS council. We need to review each case on a case-by-case basis.

Jennifer: My understanding of AMS policy, they will pay for AMS members. It is worth asking this unmatched student if they are affiliated with any educational institutions as a 5th year MPH (Masters of Public Health)

Reem - great idea esp if we end up advocating for that cause. Wouldn't it be equitable to open this up to all unmatched students?

Privia - Students are aware or should be aware after going through 4 years of UBC Med. Whether or not they want to be involved in the club is a different question - the reason why brought it up is this is a student who has been involved in PAC in the past. So if an unmatched student just wants to be involved now that is a different situation.

John: Recap is that we want to move forward with the idea with funding for this student if there are provisions made for insurance liability.

External Updates

Devon: The CFMS are filling out all their positions, we had a good uptake from UBC this year. We will have to see when

Jas Hans and
Devon
Mitchell (VP
External
Portfolio)

8:22

the results are released. The clipboards have been received recently and they will be distributed to the class soon.

The residents have formed their committee, they will be lobbying for their new contracts with the province. I will be talking to them for advocating for new residency spots and hopefully they are open to that. I will also be talking to them about grants and funding for lobby day if relevant to residents.

Finally Doctors of BC have finalized grant agreements (will offer 10,000 dollars worth of grants again). Happy they have renewed their support for us, this information will go out to clubs soon

Caffeinate a Resident is happening! Already have more than 200 students sign up and have 180 residents - hopefully when go through the linkage it ends up linking. Two more days to sign up!

John: There has been discussion on bidding for AGM (Annual General Meeting) to be held at UBC September of next year. I recently learned that we are obligated to hold the SGM (Spring General Meeting) in 2020 because the CCME is in Vancouver 2020. We can elect to have AGM at Victoria. This is a great way to have UBC more involved in CFMS. There are currently no students on the CFMS board. Talk to Isaac if you want to get involved!

Jessica: Are you talking about no students or faculty on the CFMS board?

John: Students.

Christine: Where will the funding to host these events come from?

John: Finding sponsors and funding! There was an SGM at the fairmont downtown Vancouver so it has happened before here.

Isaac: The budget for last year's AGM and SGM has been perused so far. We gather the sponsors and funding. The faculty of McGill has funded that in the past.

Academic Updates - re. Accreditation

Stephen: We are halfway through the mock accreditation process so far.

Accreditation is part of the requirements. Committee on Accreditation of Canadian Medical Schools do this. Happen in february of 2019. Will meet with students to determine whether we are meeting 19 recommendations given to us in 2016. Of those 19, 10 of those areas reflected in students.

Executive associate dean's office tasked us to select 20 students to represent all of us - 4 students from each site representing all 4 years. The next two students are two ICC students and two student leaders from year 1 and 2. Year 3 and Year 4 students met today for mock process, year 1 and year 2 will meet tomorrow - this is entirely optional and will help university prepare for february.

Want to educate everyone in the program about accreditation - will do spot checks where they just talk to random students. So want to educate the whole student body on what the faculty has done so far.

Don't want to do mandatory session so your help in coming up with creative ways to teach class is appreciated - thinking of a mascot (spiraly the spiral). Want to make sure everyone knows the good thing the department has done and not only coach the 20 students.

Helen: Maybe fun announcements before class!
Dr. Hardwick: You should make sure that the students should not be complaining about the program. They should be discussing about what should be done about the program and suggestions of how problems can be solved.

Cirisse
Stephens (VP
Academic Sr.)

Stephen
McCarthy (VP
Academic Jr.)

The creditors will take away that students have a positive mindset on how they want the program to be changed.

Maichael: I like Helen's idea of building something interactive. I feel like the faculty has not been very transparent on certain decisions and certain curricular designs were made. Exposing people to that logic would be helpful.

Stephen: The faculty has worked extremely hard to work on this new curriculum.

Maichael: It is hard for people to look at it because there are tensions between faculty and students. It is hard to convince students of the great work that the faculty is doing when they are focused on lecture recordings.

Stephen: I need a way to share this to the 3rd and 4th years?

Devon: Why is this our problem?

Stephen: The Executive Associate Dean is one step removed from this process and they are not allowed to coach me so I have to read between the lines. I am familiar with the accreditation process and the accreditors like to talk to the students about the program to have more of a natural view. If our program succeeds, the students would naturally know of this.

Devon: If our role as MUS is to represent the students to faculty, isn't it more important for us to collect the ideas from the students. I don't like that the faculty is telling us what to think and talk about to the accreditors.

Maichael: We can be more objective if we have data to back this up by a survey. The accreditors will randomly hang out at LSC and Diamond to talk to some students. Even if accreditors raise concerns, then we can show the survey to demonstrate the majority of opinions.

Devon: We should warn students about accreditors but we should not tell them to say what the faculty wants them to say. It is up to the faculty to promote their own efforts, and it is not our role to be the faculty's vassal to voice their efforts. We should give the students the autonomy.

Stephen: Cirisse and I will build a survey and create a method to distribute this to all the students. The faculty gave us a talking point of who they hired at the Career's office. I told the Dean to find out who actually went to career's counselling.

Rosie: Are the accreditors coming to the sites and should students here be warned?

Stephen: Unknown will get back

Rosie: How is sharing with the student body? Do site leads have a role?

Stephen: Still open to ideas. I want this to be the topic of January is everyone knows its coming

Updates from Western's Dean Meeting

John: I went to the Western's dean meeting with Jack and Cirisse and there has been more topics on academics and wellness. We present a powerpoint to the deans of BC to Manitoba. We had a few asks (unmatched CMG and mistreatment).

There has been a lot of talk of students having difficulty with reporting mistreatment of people with positions of power. Dr. Holmes has started an anonymous mistreatment form for students and there has been more students using this. We went through this adverse treatment scenario in the beginning and we were asked to reflect on how we felt about this. I was able to cite UBC being more active on this area. They thought about students doing a practice anonymous form after the acting scenario (Stephen's idea).

John Liu
(President)

8:47

UBC struggled with the unmatched CMG issue more than other medical schools. They are pushing UBC to have a fifth year program for unmatched CMG. There is a stigma around not graduating with the other medical students. During that year off, it is harder to access clinical experiences in terms of insurance liability. Things are looking optimistic for UBC even for the class of 2019. It is actively advocated for. All other schools have a 5th year policy, UBC is the only one that doesn't.

Maichael - how receptive was UBC leadership to other faculty?

John: Every province has their own uniqueness. University of Manitoba will create a residency spot for students that do not match. It is not realistic in BC, but we need to come up with our own strategies based on other schools.

Billy: Any update on the 8 week elective limit?

John: I think it may happen because we are outnumbered by other schools. It is difficult for us to be only school not doing the elective limit. Dr. Holmes was initially reluctant to cap the electives, but is now more pro elective cap after talking with the deans.

Devon: The 8-week cap is to ensure that medical students can parallel plan and to ensure more well-rounded learning.

Maichael: Why it is not set in stone is because they are trying to get all the departments in on this. The vast majority are either supportive or ambivalent.

Once it goes to UGMEC they will be a vote

Reem - Does Dr. Holmes know our convo?

John - yes completely. Everyone initially gets defenses up and then 80% of people say "yes that makes sense" and then 20% of people says "no nots good because sampling of

schools is reduced" and does not reduce chance of matching because even across whole country. If UBC was the only school not to do this elective cap, this would ruin relationships with other schools.

Devon - mission of medical school is to make good doctors. They dont feel its accomplished by allowing people to have 24 weeks of electives in one area.

Motion to Adjourn

Moved: Isaac

Seconded: Monica

In favor: all