

FELLOWSHIP EDUCATION ADVISORY COMMITTEE
Minutes of Meeting – November 29, 2023
8:00 AM to 9:30 AM – Via Zoom

Present:

Caroline Abrahams, Dr. Adelle Atkinson, Dr. Ahmed Al-Awamer, Dr. Rhandi Christensen, Dr. Jennifer Croke, Dr. Katina Tzanetos, Dr. Mojgan Hodaie, Dr. Rafal Ramzi, Dr. Meredith Giuliani, Dr. John Granton, Janine Hubbard, Dr. Cheryl Jaigobin, Jennifer Fischer, Veronica Marrone, Maureen Morris, Laura Leigh Murgaski, Dr. Richard Pittini, Dr. Venkat Raghavan, Violetta Sochka, Shannon Spencer, Dr. Elizabeth Chuk, Dr. Varsha Venkataraman, Samantha Chin, Dr. Sarah Kim (guest)

1. Welcome

The meeting was called to order by Veronica Marrone as the Chair, Dr. John Granton, was delayed.

2. Health & Humanities Portfolio Presentation

Dr. Sarah Kim introduced her portfolio that spans over MD, PGME, and CPD and how her portfolio will help as a tool for enhancing learning. She emphasized its role in enhancing learning by providing technical information in a manner that engages different learning centers of the brain. Dr. Kim expressed her intention to teach learners to design more engaging presentations aligned with strategic social priorities, such as social justice and antiracism.

In addition, Dr. Kim highlighted the potential for health humanities to foster personal expression, aiding fellows in building connections within a community that lacks the collegial groups enjoyed by residents and students. She cited the Department of Medicine's Story Slam as an example. Lastly, Dr. Kim underscored the benefit of using health humanities to develop CanMEDS competencies, making otherwise dry subjects more engaging.

3. Introduction to New Members

V. Marrone introduced the new members of the committee:

- Janine Hubbard, Manager, Admissions and Registration, PGME
- Pilar Barrios, Program Officer, Department of Anesthesia
- Dr. Amit Karad, Cardiac Surgery, Fellow Representative
- Dr. Elizabeth Chuk, Radiation Oncology, Fellow Representative
- Dr. Varsha Venkataraman, Critical Care, Fellow Representative

4. Minutes

The minutes from the previous meeting on September 27, 2023, were distributed in advance and accepted without any changes.

5. Fellowship Strategic Retreat Debrief

V. Marrone provided an overview of the morning sessions during the Fellowship Strategic Retreat. Didactic talks by Dr. Melissa Hynes, Dr. Shaheen Darani, and Janine Hubbard delivered pertinent information to enhance the fellows' experience. The afternoon breakout sessions identified challenges, gaps, and visions for the future, with a suggestion to explore the possibility of FEAC acting as an oversight body.

Ongoing initiatives include:

- Orientation for fellows in January, July and September
- Onboarding packages
- Standardized contracts
- BPAS for fellows
- Mentorship opportunities & community building
- Fellowship faculty development
- Creating a set of shared values
- Awards and promotions
- Fellowship directory

Dr. Granton confirmed alignment among the group present and stressed the importance of accountability and demonstrating progress.

6. AFC Governance Plans & AFC-IRC Reporting Structure

Dr. Granton described the objective to provide a detailed, qualitative and formative program evaluation of each of the programs at the University in order to improve AFC training. The evaluation will assist the programs in building on its strengths and identifying its Areas of Improvement (AIs).

AFC Internal Review Subcommittee (AFC-IRSC) is an ad hoc subcommittee of the Internal Review Committee (IRC) and PGMEAC.

Moving forward, it was communicated that there is a temporary pause on new AFCs. If programs intend to establish an AFC, they are asked to submit an initial application, outlining the necessary steps and obtaining departmental support before proceeding to the next phase. Once an AFC is operational and officially announced, a pre-review process will precede the formalized internal and external reviews.

7. Fellowship Remuneration Review of Next Steps

The new remuneration minimum requirement of a PGY3 level has been approved at all levels and is now in the implementation phase for January 1, 2025. It is encouraged that benefits packages be built into contracts. Dr. Granton emphasized that a 1.0 FTE is being emphasized and any less will require the approval of their program's Vice Chair of Education and a rationale must be given. An FAQ is being reviewed and revised for distribution once approved.

A subcommittee is being formulated to discuss adding a question regarding source of funding.

8. Review of Quick Reference Guide for Sites

Laura Leigh Murgaski spoke to the work being done by PARO, HUEC, and PGME to meet the accreditation requirement of providing learners a Quick Reference Guide to information about sites. Information includes: wi-fi login and support, healthy food options, food delivery drop off location, lactation room and multifaith prayer rooms. This is especially useful to learners who rotate through multiple sites.

9. Oreopoulos Fund Terms for Review

Document to be circulated and the committee is asked to provide feedback. Also, those wishing to sit on an ad hoc committee to review applications to this grant are asked to contact Dr. Granton or V. Marrone.

10. Other business & thanks

Meeting was adjourned and will reconvene in the New Year.

The next meeting is scheduled for **Wednesday, January 24, 2024.**