

UBC Department of Pathology and Laboratory Medicine Departmental
Meeting Minutes
November 16, 2015 at 3:00pm

Videoconferencing sites:

UBC – LSC Room 1312 (Host Site)
VGH – Taylor Fidler Auditorium (JPPN 141)
SPH - 4/5
CWH - CSB Room V2-222
RCH - 017
Fraser Valley Cancer Centre/SMH 1752
KGH - CAC 228
VJH – 5-169
RJH - CA 122

1. Call to Order

The meeting was called to order at 3:01 PM by Dr. Mike Allard.

2. Approval of Agenda Items

The Agenda was circulated and approved. All in favour.

3. Approval of May 04, 2015 minutes

The minutes were circulated and approved. Dr. Allard has asked all to send any comments or critique via email.

4. **Department Head Report – Dr. Mike Allard**

1. *Department Finances*

- Self-Study Report for Department Source of Funding was presented and Dr. Allard explained the source of the department funding focusing on the General Purpose Operating Fund (GPOF) that is the University-derived funds
- Department Operational Funding
 - A structural deficit continues although it has been significantly reduced.
 - The Carry Forward Balance is continuously being drawn down and will be exhausted by FY15/16.
 - There is an increase in revenue line that is not captured and this is the visa trainee revenue for the Department at around \$200K/year.
 - Funds dedicated to salaries continue to represent a very large portion of the department budget.
 - Unable to readily replace Faculty members that retire and instead the Department must use funds to pay for salary increases and other costs now downloaded to the department.
 - Looming wage settlement with Faculty Association will further aggravate the situation. Anything that is outside of Provincial Mandate will need to be funded by the Dept.

- Ongoing Possible Mitigating Strategies and Opportunities
 - Continue to identify and implement operational efficiencies.
 - Openly discuss perspectives on retirement with Faculty and ensure they are aware of retirement options available.
 - Expand existing and/or develop new educational programs.
 - Consider implementation of program fees across educational programs.
 - Take advantage of opportunities enabled when the evolving Academic Pathology Workload Framework is in place.
- One of the questions raised is how are we compared to other departments? Dr. Allard said that the \$7 million deficit is for the entire Faculty of Medicine. Some departments are doing better, some are break-even and some departments are very similar to us.

2. Program Budgeting and Marginal Analysis Update (PBMA)

- Dr. Allard presented material on PBMA and stated that we are making progress .
- Overview and Process:
 - A collective criteria-based approach to make decisions in organizations
 - Used in the Faculty of Medicine to identify de-investment (i.e, reduced expenditure) or revenue producing opportunities in academic and administrative units
 - Units were assigned a “target” amount of funds they were expected to reduce and/or generate
 - Proposals were reviewed earlier this Fall by an Advisory Group to the Dean composed of academic unit leadership
- Our Department
 - The target amount was 6.6% of a pre-determined baseline that amounted to approximately \$400K
 - Given the fiscal situation of the Department, we intend to move ahead with all proposals submitted which is why, as shown on the 15/16 forecast and 16/17 plan, there is a decrease in expenditure which results in decrease in structural deficit.

3. Academic Pathology and Laboratory Medicine (Pathology) Workload Framework and Plan

- Dr. Allard presented a slide on the Pathology Workload Framework explaining that the framework is meant to fill academic need and that the Government is committed to new funding.
- Overview and Key points
 - The need. Demands in Academic Pathology practice have outstripped professional (clinical and academic faculty) staffing.
 - The solution. Develop an Academic Pathology Workload Framework and Plan that integrates clinical and academic activities, is broadly supported, is flexible, is aligned with Faculty of Medicine distributed academic programs, is applicable province-wide and that clearly delineates personnel requirements to meet academic demands.

- The benefit. New resources that support Academic Pathology to enable innovative, highest quality practice and patient-centred care that leads to health system sustainability and provides critical support to achieving goals of the *BC Ministry of Health Service Plan*.
- The assurance. Design, develop, and establish a workable accountability framework for Academic Pathology in BC.
- New Funding Available for Pathology and Laboratory Medicine in BC from the Government
 - New Funding
 - New \$ (equivalent to approximately 26.5 FTE's) have been committed to address existing gaps and shortfalls in human resources in Pathology and Laboratory Medicine (Pathology) in BC, including:
 - Academic Pathology
 - Clinical Service and Patient Care Pathology Programs of provincial scope and impact
 - Clinical Pathology Specialties (Hemato-pathology, Medical Microbiology, Medical Biochemistry)
 - Allocation Process
 - Working Groups have been struck
 - To review, revise, and validate relevant workload models
 - Submit a document with recommendations around human resource allocations in their area by Dec 1, 2015
 - An oversight committee with representatives from the Ministry of Health and Doctors of BC will make allocation decisions.
- Dr. Hoag raised his concern that VIHA has 100% gap of this “distributed model” and suggested that we should not be looking at present gap but focus on future gaps instead. We need new approaches rather than looking at previous models that don't work. Dan Holmes rebutted by asking Dr. Hoag if their site gets paid for teaching, he said yes. Dr. Holmes said St Paul's doesn't get paid, so it's not only 1 specific location that there are gaps.

MD Undergraduate Education Program – Dr. Michael Nimmo

In late August, the MD undergraduate program began implementation of the new curriculum using a spiraled model. Much of the content, although structured and delivered in different ways, will remain the same.

The renewed curriculum is based on a defined set of program exit competencies. All aspects of the curriculum, including year-level milestones, course learning outcomes, week objectives and educational activity objectives, are directed towards overall exit competencies. Applicable content from current courses will be integrated into larger courses that focus on a series of clinical presentations. Each clinical presentation will draw on content from systems, themes, and clinical curriculum, and will spiral back periodically to reinforce learning. In Year 3 traditional clerkship disciplines will be grouped into four 12-week blocks, with the goal of increasing integration among disciplines. Flexible enhanced learning courses are new to the curriculum. They bring together some content that was previously in the DPaS

courses, along with an increased focus on scholarship and flexible opportunities for students to pursue a variety of activities throughout the first three years of the MDUP. Year 4 will be similar, with a series of clinical electives followed by a Transition into Postgraduate Education and Medical Practice course that will also be case-based, focusing on the most complex cases and giving students ample opportunity to prepare for residency.

In addition to these structural changes there is also shift from problem-based learning to case based learning (CBL) to make the experience more developmental for students. The CBL experience in first term of Year 1 will be different than the experience in second term of Year 2, with increasing emphasis on unguided questions and clinical reasoning.

The new curriculum only affects students in the Med Class 2019. The curriculum for medical students in years 2, 3 and 4 remains unchanged. This means that pathology CPCs for year 2 will remain the same. How existing CPCs will be integrated into the new curriculum remains to be determined.

Bachelor of Medical Laboratory Science Program Report (BMLSc) – Dr. Amanda Bradley

Enrolment

- In this academic session, 43 students are enrolled in the BMLSc Program; 2 are students with Medical Lab Technology background.
- This spring, we anticipate that twenty students will be graduating from the program.

Student Recruitment

- Over the past year a number of changes were made to improve recruitment:
 - Program website was updated and improved, tested by students and launched
 - We are working with UBC recruitment and FOM Communications to improve awareness of the Program.
 - BMLSc 4th year students continue to volunteer to speak with first year Science students about the program and share their experience.

BMLSc Program Review

- We have started the journey of curriculum review and renewal to ensure the Program is meeting the needs of our current and future students. We hope this process will also result in a stronger sense of Program community, more rewarding teaching experiences, and the opportunity for course coordinators, section leads and instructors in the Program to show evidence of educational leadership.
- We are very grateful to Course Coordinators and Section Leads who have developed or redesigned course and section goals.
 - Almost all course coordinators and section leads were able to attend the summer workshop on course goals; this was also an excellent opportunity for us to get together and share ideas about the program.
 - These course/section goals will inform discussions about Program interconnections, redundancies, and strengths.

- We are receiving some excellent support from the Centre for Teaching, Learning and Technology.
- Review and renewal will continue on, slowly but steadily, and with consultation and opportunities for involvement.

Teaching

- We are thankful for our instructors, many of whom have taught in the Program for years. We also welcome and thank instructors who are new to the Program.
- Recipients of the 2014/15 Students' Choice Award for Teaching Excellence were Dr Morris Pudek, Dr. Mathieu Garand, and Ms Jennifer Xenakis. Dr Amanda Bradley received the Reid Memorial Cup for outstanding contributions to the BMLSc Program.

Graduate Studies – Dr. Haydn Pritchard

1. Our program continues to thrive under our share leadership model
2. Highlights of last 6 months are:
 - a. We accepted 17 new students and 2 MD/PhD students in 2015 as expected.
 - b. We completed a orientation session for 11 new supervisors. This project was championed by Helene Cote and Jacqui Quandt and was very well received.
 - c. We reviewed our philosophy and process around the comprehensive exam for PhD students and upgraded our guidance for the role of the supervisor in this exam. Revised guidelines and other forms are uploaded to our website
 - d. We have engaged FOGS driven new application and admission process. This involves a major change in accountability since our program will now take full responsibility for admission and admission standards. The new process comes on line in May 2016
 - e. We have approved a new grading process for Msc students that will apply to incoming students for this year. Existing students will be grandfathered into the old numerical grade but new students will be assessed as a Fail/pass/Pass with honors
 - f. We have developed and implemented a new survey tool to provide feed back for instructors (including students) who give presentations in Path 535/635 and Path 502.
 - g. We have tweaked and formalized the process for implementing and assessing Directed Studies courses offered within PALM. This has involved better characterization of processes of student evaluation, assessments of credits earned vs time commitment, and clarifying specific objectives and desired outcomes for these projects. Instructors wishing to introduce a new directed studies course are asked to visit the website and/or contact the Graduate Studies Program administrator for more information.
3. Looking forward:
 - a. We are commencing a website renewal process to better serve our students and faculty.
 - b. We are developing comprehensive job descriptions for each of the portfolios and will use these for succession planning

Overall, no major problems.

Residency Program– Dr. Mike Nimmo

After getting used to the complexities of controlling 6 separate resident training programs and one fellowship training program the new Program Administrator Shelley Berkow is firmly established in her role and is exceeding all our expectations. She has been reviewing various aspects of the programs and has done a lot of work to improve assessments of residents. There will be an Internal Review of both Neuropathology and Anatomical Pathology that will be conducted early in 2016. The CaRMS interviews will occur in February and there are many interested medical students.

Medical Biochemistry Residency Training Program – Dr. Mari De Marco & Dr. Sophia Wong (cc Dr. Andre Mattman)

Dr. Mattman provided a brief announcement on the appointments of the new program directors Dr. Mari De Marco and Dr. Sophia Wong.

Medical Microbiology – Dr. Chris Lowe (cc Dr. Pat Doyle)

Dr. Chris Lowe took over last month. Dr. Doyle and Dr. Titus Wong did a lot and he's very appreciative to what they have built up. There are currently a total of 5 residents (just got a new one).

Neuropathology Residency Program report – Dr. Stephen Yip

No Report.

Genomics and Bioinformatics – Dr. Sohrab Shah and Dr. Stephen Yip

No Report.

Hematopathology – Dr. Suzanne Vercauteren

8 Residents and 1 Fellow (largest group ever). Very grateful that some sites are able to accommodate residents as it was hard placing them. Dr. Vercauteren enjoys teaching them and everything is going well.

PALS - Dr. Patrick Doyle (verbal report) & Dr. Maria Issa

Next PALS session is Dec 18th on "Time Management", and the first session in the New Year will be Jan 15 on "Writing a Business Proposal".

We are currently in the process of booking the remainder of the PALS presentations for the springtime and a notice will be sent shortly to all faculty, residents and graduate students.

With regards to the Sauder Management Course for the residents, we are proposing a tentative date for August 25-26, pending discussion with Pathology Program Directors. The time change would be to optimize turnout of PGY2-5 residents, but would mean that senior residents this current year will not have a session.

Pathology Education Centre - Dr. Maria Issa

SPROT, PATD, MDUG, Mentorship, Path Day & Arts Gala:

The SPROT committee is slaving away: SPROT= Summative Peer Review of Teaching. Reminder: UBC scrutinizes faculty teaching activities in a "grant review" way. The candidate for promotion or tenure

must provide a teaching dossier as evidence of his/her teaching effectiveness: teaching is evaluated by both students and peers. All the information is collated into a large report that is sent to the departmental Promotion and Tenure Committee and becomes part of your “package”. What does this mean for you? –If you are going up for P&T – then extra work... ☺ If you are a seasoned faculty member – then fair warning - we will need you to participate in the evaluation process, so when asked please be willing to serve. ...and ask, we have. The committee is in full swing processing this year’s crop up for promotion. It’s a lot of work and very many thanks are due to the members of the committee.

To support the SPROT concept/process/structure, many of you have been attending your colleagues’ classes and providing them with formative feedback. Slowly we come to understand that having someone-non-student sit in on our class is actually useful, provides new friendships and potential collaborators – and is quite entertaining. People who have been “observed” are expected to participate in the observation of others – and as was suspected – the observees who become observers are generous with their time and help. They ensure continuity of the process. Thanks to all who have participated and continue to participate. Please continue to let the Pathology Office know when you have done an observation – not the details, that’s private!

Please remember that if you are planning to go up for promotion in 2017!!!!!!! – you should let the Pathology Office know in January what your teaching schedule will be for the spring of 2016 - so that classroom observers can be arranged early as SAC likes to see a time-line of improvement.

Some of you have said “I want to teach but nobody gives me anything to teach!!” We are working on that: with the new medical curriculum happening, old arrangements are changing. If you have been doing the same lectures for years on end – please do consider passing them to the next generation (let the Pathology Office know they’re up for grabs) and celebrate your new-found free time.

If you have discovered that you really love teaching and want to be something other than a talking head – and try new teaching methods, team-based learning, interactive teaching – and all the ways that make your class exciting to all involved – please consider registering for the CTLT Institutes (<http://ctl.t.ubc.ca/programs/all-our-programs/ctl.t-institute/>); or have a look at their website’s tab on “learning technologies”: you will find everything from iClickers to TurnItIn (I found myself using that one!) and other fun teaching applications all available to you FREE.

Those of you who are mentoring colleagues or are being mentored – we would like to hear from you about the pros and cons of that process: how would you like to see it evolve? Please email Jody Wright jlwright@mail.ubc.ca , or me misa@mail.ubc.ca with “mentorship” in the subject line. Your thoughts are most appreciated.

Pat Doyle and the PALS team bring you monthly interactive presentations on useful subjects that cannot be learned on-line or from a book. These presentations are so popular that Radiology and Infectious Diseases are partaking as well: come, don’t miss out on the good stuff – and lunch! This month it will be on “Presentationcraft” given by Titus Wong.

...and for those who missed the Path Arts Gala – you really missed something! It was great.

Transfusion Medicine – Dr Tanya Petraszko & Dr. Nicholas Au

No Report

Anatomical Pathology - Dr. Diana Ionescu

No Report

General pathology- Dr. Mike Nimmo

There currently is only one resident in the General Pathology Resident Training Program and he will complete his training this year. There appears to be a decreasing interest by Health Authorities to hire General Pathologists and it will need to be determined whether the General Pathology Program will continue.

SITE REPORTS

C&W – Dr. Deborah McFadden

No Report

St. Paul's Hospital – Dr. Martin Trotter

No Report

Royal Columbian Hospital and Surrey Memorial Hospital – Dr. Arun Garg

Consolidation of Medical Microbiology, optimization now completed. So far so good. Continue to look at Anatomical Pathology and how to optimize. Everyone on the site is busy, providing good service. Main concern is budget management, planning, shortage, etc. Continue to support distributed program.

VCH – Dr. Blake Gilks - No Report

BCCA – Dr. Dirk van Niekerk - No Report. Dr. Kradjen took over position last week.

BC Centre for Disease Control – Dr. Mel Krajden (Acting Director)

Dr. Linda Hoag said there is nothing to report. Dr. Isaac-Renton retired, Patrick left and only her and Mel are left.

Kelowna – Dr. Robert Coupland

No Report

Victoria – Dr. Gordon Hoag

No Report

Prince George – Dr. Justin Lo

No Report