

The University of British Columbia
School of Population and Public Health

Minutes of the Faculty Meeting held on Friday, April 25, 2025
at 10:15 am to 12:00 pm in Room B104/Zoom

Present: Please see the attached attendance list of those who attended the meeting in person or via Zoom and signed/checked out their names.

1. **Welcome and Land Acknowledgement** – Aslam Anis, Director
Dr. Aslam Anis welcomed everyone to the meeting and acknowledged that it was taking place on the traditional, ancestral, and unceded territory of the Musqueam people.
2. **Approval of Agenda**– approved.
3. **Approval of Minutes of February** – approved.
4. **Director's Report**- Aslam Anis, Director
 - a) **Signing of Statement of Cooperation (SoC)** - A mutual cooperation agreement was signed between UBC and Amref International University (AMIU), Kenya as part of the UBC Seed Funding for Collaboration with the Global South project. Dr. Joachim Osur, Vice-Chancellor of AMIU visited in early April. The agreement will facilitate student exchanges and practicum placements, particularly with institutions based in Nairobi. This partnership is seen as a major step forward ahead of the formal program start in September 2026.

SPPH signed another contract with York University, which has the largest undergraduate global health program. The York partnership is expected to attract students for graduate-level study.
 - b) **Global Environmental Health faculty recruitment** - The committee's recommendation for the final candidate is expected by the end of the day. The new hire will contribute to teaching and support the Master's in Occupational and Environmental Health.
 - c) **Townhall** - The last faculty meeting was replaced by a townhall, both in person and online. The town hall focused on the transition work of aligning academic programs with divisions, creating a community, equitable allocation of teaching and services with Q&A.
 - d) **Visiting faculty Requests** - should be initially discussed with the Director before extending invitations. Faculty must explain the purpose of the visit, support/resources needed, and expected contributions.
 - e) **Study Leave Requests** - Faculty is encouraged to inform the school in advance if they wish to go on study leave.

5. **Associate Directors Updates** – report attached

a) **Faculty Affairs and Partnerships**– Louise Masse,

Adjunct Policy update - Adjuncts generally do not have primary supervision privileges; they can serve on committees but not as lead supervisors. This policy has always been in place, though not always clearly communicated. Adjunct appointments are often external and can serve as a stepping stone toward partner status if appropriate. Transitioning adjuncts to partner appointments may be appropriate when additional privileges are needed and justified. There are restrictions around adjuncts holding research grants. Faculty of Medicine has tightened oversight for grant holders who are external to the university due to accountability concerns. Some agencies (e.g., BCCDC) have mechanisms to allow grant holding, but the person must have institutional accountability. Faculty of Medicine has reached out to SPPH regarding voting rights and appointment privileges for those based at health authorities or external organizations. This reflects concerns around financial and organizational risk. A reminder was given to verify all appointments carefully.

b) **Research** – Rachel Murphy

Research Seminar Series. Dr. Gina Ogilvie and Nadia presented “The ASPIRE program: Lessons from Two Decades of Global Health Research”, which was well-attended. Upcoming presenters include Dr. Daniel Steel and Dr. Ehsan Karim. These seminars are a key part of community building and showcasing faculty work. Everyone is encouraged to attend and support colleagues.

Recognition was given to recent grant recipients: Dr. Veena Sriram, Dr. Patty Jansen, Dr. Martin Guhn, and Dr. Kim McGrail. Faculty are encouraged to share successes so they can be highlighted.

Follow-up from the last faculty meeting included attention to three key attached documents:

- i) Respectful Environments Guidelines
- ii) Professional Standards Policy
- iii) Faculty of Medicine’s Statement on Community Conduct

Faculty were reminded to review and reflect on the Respectful Environments guidelines, the Professional Standards Policy, and the Faculty of Medicine’s Statement on Community Conduct. These documents emphasize the core values of integrity, compassion, and ethics. Concerns have been raised about some faculty feeling unsafe in meetings and other interactions.

All members are encouraged to be intentional in fostering a respectful and inclusive environment. These policies serve as a foundation for strengthening community behavior and reinforcing shared accountability. Rachel underscored the importance of rebuilding trust within the community and ensuring that all voices are heard and valued.

c) Education – Trevor Dummer

Faculty are encouraged to continue supporting the development of a community rooted in educational programming and scholarship.

Last year's Teaching and Learning Appreciation Day was a success, featuring interactive training sessions and a community barbeque. This year's event is scheduled for Thursday, June 19, 10:00AM–1:30 PM. Faculty are encouraged to attend.

- **Planned agenda items for the event include:**

- i) A session on mentoring racialized graduate students, building on a framework previously developed in the Faculty of Medicine.
- ii) A session focused on aligning course competencies, learning objectives, and assessment strategies, especially in preparation for program re-accreditation. Faculty are invited to share innovations or proposals for workshop sessions.

- **Final grades must be submitted by May 2.** Grades should be entered within seven days of the final exam, and no later than May 2. Late submissions trigger a grade change process, requiring individual approvals for each student — a time-consuming process to be avoided. Faculty experiencing issues submitting grades can request Live Support through the platform.

- **Regrading and grade appeals:**

- i) Faculty were reminded to consult the grading guidelines, which outline grading categories and appeal procedures.
- ii) Students may formally appeal a grade, but this involves a fee and follows a formal process.
- iii) Instructors are advised to pay close attention to grades ending in 4 or 9, as these are most commonly contested.
- iv) If a student is failing, faculty are required to review the student's full body of work.

- **Faculty should be proactive in handling borderline grades to minimize disputes.**

d) Clinical Faculty Affairs – Trevor Corneil

A new draft policy from the Faculty of Medicine regarding clinical faculty appointments, currently in development and expected to go to full faculty for approval.

The update includes a revised definition of Category 2 clinical faculty, which now refers specifically to non-health professionals (e.g., PhDs) not covered under the Health Professions and Occupations Act. Eligibility for Category 2 clinical appointments will be narrowed to individuals employed by government-funded, nonprofit organizations, such as Providence Health.

The policy includes an updated matrix for promotion criteria, which:

- i) Expands recognition of service outside UBC.
- ii) Aims to increase promotion opportunities for Category 2 appointees.

Materials will be made available to faculty following approval. Faculty can reach out with questions once the policy is circulated

6. Advisor on Community Engagement and REDI Lead – Sue Mills– Report attached

A few staff positions remain open on the REDI Committee due to recent departures. Faculty is encouraged to recommend staff members who may be a good fit.

Working group positions are also still available for those interested in contributing to REDI initiatives.

The Community Conversations Working Group will be circulating a survey next week to gather input on the types of conversations faculty and staff would like to see at SPPH. Everyone is encouraged to complete the survey.

Preliminary admissions data over the past five years has been collected and will be shared with program directors. Currently, data is limited to gender, Indigenous status, and international citizenship. Additional demographic data is expected from the student diversity census in the coming months.

A new REDI newsletter has been launched, with support from the communications team and Gabriel. It will be distributed every 1–2 months, highlighting REDI initiatives and educational team updates. Faculty are invited to provide feedback or suggest content.

7. Program Directors Reports, Centre Directors and Division Heads

a) Nick Bansback, MHA

Admissions for the coming year have been completed. Application numbers are down, partially due to the loss of PHSA funding and job uncertainty affecting prospective students. Despite the challenges, 35 new students are expected to enroll. Four Indigenous students have been offered admission.

MHA Dialogue event is shaping up well, with attendance confirmed from Health Minister Josie Osborne.

b) Eva Oberle, MSc/PhD– Report attached.

Rodrigo Sierra Rosales, a PhD student, received a UBC-wide award for teaching. New policy: Minimum guaranteed funding of \$20,000/year for 2 years, starting with the next intake. Funding must be confirmed at the time of admission offer. Supervisors will need to confirm funding support up front.

GSI funding can support approximately 13.5 students for one year. TAships cannot be counted on due to prioritization for PhD and senior TAs. The rest must come from RAships or PI grant funding.

c) Mike Marin, MPH– Report attached.

52 accepted offers this cycle, higher than usual. The list includes two PhD-PM students and one returning from leave. Larger cohort intended to help offset program deficit. New curriculum is awaiting Senate approval (final step). Intended launch: next September (not this fall). Possible to have incoming students begin under the new accredited curriculum starting this fall.

d) Daniel Steel, MGH

A meeting was held yesterday morning with the Dean of the School of Health at the University of Zambia, attended by Khumbo Kalua and Daniel Steel. The conversation was very positive, with strong enthusiasm on their side about developing a collaborative relationship between our school and their Master of Global Health (MGH) program.

Preparing for the launch and delivery of the MGH program, including:

- i) One-on-one meetings with all instructors who will be teaching in the program.
- ii) Finalizing and posting admissions criteria on the website

e) Patti Janssen, Accreditation

Patty shared examples of improved syllabi that clearly connect:

- Competency → Learning Objective → Assessment
- Required for core and elective MPH courses; best practice for all courses.
Accreditation and Senate now expect explicit alignment in syllabi.

Reminder:

- Do not rely on Canvas alone—many students and reviewers don't have access.
- Please send updated syllabi to the education team for public display and accreditation prep.

A June workshop is planned for training on competency-based design.

Centre Directors Reports

f) Mariana Brussoni, HELP – *report attached.*

New Faculty Members:

Angie Ip – Developmental Pediatrician, Pediatrics

Trevor Goodyear – Nursing, Youth Mental Health & Substance Use

Johanna Sam – Education, Cyber-aggression and Youth Supports

Division Heads Reports

g) Martin Guhn, Health in Population

Amy continues to lead the development of the Epidemiology concentration in the PhD program, there are discussions within the division about adding complementary concentrations that reflects faculty's strengths

Exploring ideas in:

- i) Maternal & Child Health / Intergenerational Health
- ii) Mixed methods & qualitative health research
- iii) Health promotion, prevention intervention science

8. Administration – Shermila– No Updates

9. Communication – Gabrielle

A major promotional effort is underway to boost applications for the Full-Time MGH program. Gabriel and Lena are collaborating closely, including the needs social media advertising, and other targeted marketing.

A planned campaign launches next week in partnership with OEH, aligning with student award announcements and recruitment timelines.

If faculty or staff have announcements, features, or updates they would like support with, are encouraged to reach out to Gabrielle.

10. Education – Lisa

Education website updated with term visuals, sample syllabi, course listings. Please send syllabi for public viewing, especially for visiting/non-SPPH students.

Admissions Overview (as of meeting):

- MPH: 52 accepted
- MHSc: ~7
- MSc: ~19
- MSc OEH: ~19
- PhD: ~17
- MH: 14 accepted

11. IT – Stefan

- Enhanced server security in line with UBC Medicine requirements.
- Room upgrades 133 : new TV, system, setup to reduce reliance on Z-Cart.

12. Other Business Arising - No Updates

13. Announcements/Celebrations

- Gabrielle Price will be leaving SPPH at the end of May to take on a new role in the corporate sector
- Dr. Silvia Stringhini has been appointed as a Fellow of the Canadian Institute for Advanced Research (CIFAR) — a prestigious five-year appointment recognizing her leadership and contributions to global health research.

There was no other business and the meeting adjourned at 11:26 A.M

Next SPPH Full Faculty Meeting: Friday, May 23, 2025.