

Basic Science Working Group
Friday February 7, 2025
1:00 – 2:00 pm
2J2.14 WMC (Dean's Large Board Room)
Agenda

1. Welcome (inform)

2. Review agenda & minutes (collaborate)

- The minutes of the January 31st meeting were approved. The working group agreed that approved minutes will be posted on the website.
- The Agenda was approved as presented for today's meeting.

3. Follow-up on action items from previous meeting (collaborate)

- Review how we will work together
 - We will encourage trainees and early career faculty members to speak first when possible to ensure all members of the committee have a chance to listen, to be heard and to contribute.
 - Members are encouraged to speak with colleagues about the working group mandate and work. Working group activities and outputs should be attributed to the whole group and not individuals. Working group outputs and recommendations will be shared with the Faculty when agreed upon as a group.
- Refine working group membership
 - The working group has requested self-nominations for an administrative or technical support staff member to join the working group. Members are encouraged to encourage colleagues to consider self-nomination which closes Feb 12th.
- Discuss initial communication strategy
 - We will provide updates about working group activities and outputs through the Dean's newsletter and the website.
 - JG will help us develop a strategy for engaging and communicating with members of the FoMD.
 - The working group will host a town hall before the end of February for members of the FoMD to learn about and provide feedback on the proposed work plan. DD will send a poll to working group members to select a date.

4. Determine the scope of work (collaborate)

- The working group had an extensive conversation about how to operationalize the scope of work outlined in the TOR. The discussion included:
 - i. Agreement that the name of the working group (Basic Science) needed to be revised to better reflect the community engaged in and impacted by the review. The term Basic Science will continue to be used until the working group identifies a replacement.
 - ii. Confirmation that the focus of the review would be on fundamental science (Pillar 1) and not applied science (Pillars 2-4) for both education and research.
 - iii. Exploration of whether the CIHR definition for fundamental science (underlying

mechanisms of biology & the cellular, molecular & physiological basis for health & disease) might serve as a useful tool in defining scope.

- iv. Agreement that defining success for Basic Science would be important as part of the scope of work.
- Working group members were asked to reflect

5. Next steps (involve)

- In preparation for the next meeting, working group members were asked to reflect on:
 - i. The scope of work discussion so that it could be finalized at the February 14th meeting.
 - ii. The types of outputs the group would need to produce to inform development of a report and recommendations to the Dean as requested in the TOR.

Schedule of meetings / commitments:

Next Meeting: **February 14, 2025 1:00 – 2:00 pm**