

Basic Science Working Group
Friday March 21, 2025
Approved Minutes

1. Welcome

- Dr. Stelfox opened the meeting with a land acknowledgement and welcomed those in attendance.

2. Review agenda & Minutes

- Agenda for today's meeting was approved.
- Minutes of 14 March 2025 were approved.

3. Follow-up on action items from previous meeting

- Subgroup updates
 - Literature Synthesis subgroup (Lee, Posse de Chaves, Mann-Nüttel)– meeting on Wednesday, March 26
 - Environmental Scan subgroup (Fortin, Lemieux, Ostergaard, Simala-Grant, Steenbergen)– met earlier this week and will meet weekly.
 - Retreat Planning subgroup (Mok, Riddell, Simmonds) – have a shared google document that the group is depositing ideas and plans to share the work of the working group with FoMD leadership. Goal is to enhance engagement with FoMD leaders.
 - Community Engagement subgroup (Alexander, Amoah, Galloway, Lehner, Underhill) – will present a summary of their group's engagement plan at the next meeting
- Revised definition of FoMD biomedical science success
 - The work done over the previous week was summarized to help define and direct our work through five high level aspirational goals: excellence in research, excellence in education and training, service to society, institutional infrastructure, financial sustainability.
- Potential external review dates and revised work plan
 - There was discussion on the viability of modifying our current timeline due to the availability of the external reviewers. It was agreed that instead of one combined report the working group would produce a self-assessment report and the external reviewers would provide an external-assessment report. The working group will share the data we collect with the external reviewers but not the conclusions/recommendations so as to ensure independent assessments.
 - Terms of Reference will be developed and shared with the External reviewers so their focus will be defined.

4. Community engagement sub-working group presents strategy followed by discussion

- Janis Galloway presented a detailed community engagement plan on behalf of the subgroup with various methods of engaging the biomedical science community in FoMD. Discussion was robust and explored ways to ensure engagement and participation. A timeline was developed to give the working group a clear vision of engagement opportunities moving forward.

5. Next steps

- Subgroups will continue to meet over the coming weeks, collecting data and planning for presentation to the full working group as per the established timeline.
- Working group members to provide feedback on the revised definition of FoMD biomedical science success.
- Working group members to continue to engage with members of the FoMD and encourage participation in the townhall scheduled for April 16th.

Schedule of meetings / commitments:

Next Meeting: **April 4, 2025 1:00 – 2:30 pm**