

**Basic Science Working Group**  
**Friday April 4, 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 the meeting of 21 March 2025

3. Follow-up on action items from previous meeting

- Subgroup updates & presentation plan
  - Literature Synthesis subgroup (Lee, Posse de Chaves, Mann-Nüttel) - the sub group has identified the type of information that they believe will be useful for the working group and will present their findings 11 Apr.
  - Environmental Scan subgroup (Fortin, Lemieux, Ostergaard, Simala-Grant, Steenbergen) - met last week and have created a document where the information they are gathering can be deposited.
  - Retreat Planning subgroup (Mok, Riddell, Simmonds) – have a draft document prepared. The subgroup will present its proposal next week to the FoMD Leadership Retreat Planning Group.
  - Community Engagement subgroup (Alexander, Amoah, Galloway, Lehner, Underhill) – the engagement strategy has been revised based on the feedback received from the working group last week and is included with today's meeting documents. Currently working on survey drafts. Looking to secure facilitators for the focus group sessions with FoMD community members. Any other suggestions for facilitators please forward to Janis.
- Revised definition of FoMD biomedical science success – the revised document was again reviewed and approved by the working group for sharing with the Faculty for feedback.
- External review plan – we are still working to secure all three external reviewers.

4. Baseline status and projections

- The working group was presented with FoMD baseline and future projections data that has been compiled from various sources. The group was reminded that the purpose of the data is to develop a data-informed understanding of the past, present and projected future so as to help the working group provide recommendations to ensure the future success of biomedical sciences in the FoMD.

## 5. Next steps

- Subgroups to continue with their work
- Literature synthesis subgroup presenting next Friday April 11<sup>th</sup>
- Engage with colleagues - encourage them to attend April 16<sup>th</sup> town hall
- Environmental Scan subgroup presenting Friday, April 23<sup>rd</sup>

### **Schedule of meetings / commitments:**

**Next Meeting: April 11, 2025 1:00 – 2:30 pm**