

## Terms of Reference

### Social Accountability Council, MD Program

Office of Accountability	Associate Dean, MD Program, Faculty of Medicine & Dentistry (FoMD)
Office of Administrative Responsibility	Associate Dean, MD Program, Faculty of Medicine & Dentistry (FoMD)
Approver	MD Curriculum Planning Committee (MDCPC)
Scope	These Terms of Reference apply to all members of the Social Accountability Council.

#### Preamble:

Medical Schools in Canada are a public entrustment through legislation, regulation, accreditation, and social contract. Inasmuch as a medical school must meet the needs of the populations that it serves, social accountability must be made explicit in its mission, values and plans.

In the [Faculty Strategic Plan](#), (Vision 2025), the Dean of the Faculty of Medicine and Dentistry (FoMD) at the University of Alberta has made the commitment to put “the patient and our communities at the centre of our strategic plan, training future leaders and health science professionals so the communities we serve can live fuller, healthier lives.”

There is therefore a need for the MD Program to demonstrate social accountability in its plans, actions, and impacts. (Boelen C, Woollard R. Medical Teacher, 2011;33:614-19). To accomplish this, the Associate Dean, MD Program must be directly accountable to those populations that are prioritized in the local setting, especially those that are experiencing health inequities. Those communities exist independently and outside of the MD program, and must be given an authentic voice, informing the MD Program in such areas as pipeline programs, admissions, curriculum, learning experiences, health care partnerships and the impact of MD program graduates.

At the University of Alberta, there are several communities that are experiencing health inequities. To be effective as an advisory council, there is a need to both prioritize those that have the greatest needs and encompass many others in a spirit of health equity and social justice. At any point in time, the prioritization process, based on effective community engagement, must account for the most obvious anticipated long-term health disparities, and the immediate priorities within the community. Recognizing that the “priority health concerns of the population a medical school has a population to serve” may require adjustments in emphasis over time, the MD program has identified the following communities in Northern Alberta for particular emphasis:

- Indigenous Peoples
- Rural and Remote populations
- Inner city and homeless communities
- Black communities
- Other racialized populations
- 2SLGBTQ+ community
- Persons with Disabilities
- Religious minorities

Likewise, the Medical Students' Association Subcommittee on Equity, Diversity, and Inclusion has prioritized women, Indigenous peoples, persons with disabilities, members of visible minorities, members of the 2SLGBTQ+ community, individuals from lower socioeconomic status, rural, and religious groups. In addition to representatives from these communities, this subcommittee also includes other representation including the decolonizing health group, MD AIDE and MD Ambassadors.

#### **Scope of the Council:**

- To function primarily as a working and advisory group within the MD Program. Socially accountable representation should be ensured separately within the committee membership of decision-making bodies of the MD program should be ensured in addition to this council.
- To promote the mission, vision, and strategic plan for the Faculty of Medicine and Dentistry, as it relates to social accountability, within the MD program
- To listen to, and bring forward the voice and perspectives of communities experiencing health inequities to the Associate Dean, MD Program, the MDCPC, and to other MD Program committees and subcommittees on topics related to social accountability.
- To function as a resource to students seeking to better engage with prioritized communities, such as through service learning activities, for the mutual betterment of the community and the learning of the student.
- To advise on the MD program mission, vision, and goal, ensuring its integration into the planning and day to day management of the program.
- To review policies, processes, and procedures within the MD Program that impact Equity, Diversity and Inclusion, Community Engagement, and Social Accountability.
- To recommend specific metrics that best reflect the goals and priorities of the MD Program with regard to social accountability, and to receive regular updates on MD Program progress in achieving these goals.

#### **Membership:**

Chair: Social Accountability Lead, MD Program

#### Membership

##### *Faculty Representation*

- Indigenous Lead (IHP Indigenous Health Education Coordinator)
- Black Health Lead, MD Program
- Rural Lead (Director, Office of Rural and Regional Health)
- Inner City Health Lead
- Assistant Dean, Equity, Diversity & Inclusion

##### *Student Representation*

- Medical Student Association (MSA) Vice President, EDI
- Indigenous Medical Dental Student Association (IMDSA) President or designate

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- Black Medical Student Association (BMSA) President or designate
- Sexual Orientation and Gender Identity Advocacy (SGA) student representative
- Accessibility and Inclusivity in Medicine (AIM) student representative

*Program Support*

- Curriculum Team Lead
- Program Evaluation Specialist
- Associate Dean, MD program

The Advisory Council may invite others guest members (including student representatives) as appropriate to the topics of discussion.

**Council Member Responsibilities:**

All members will:

- Bring their skillset to contribute in the best interest of the MD Program
- Regularly attend the Advisory Council meetings

**Meeting Schedule:**

This committee will meet six times annually, with additional subgroup activities and meetings as necessary.

**Decision Making:**

Decisions of the committee will be based on the fundamental criteria of:

- best practices, evidence-based research, and U of A/FoMD/ MD Program experience & data,
- the best interest of the FoMD community and the populations served by physicians
- effective use of limited resources and minimization of duplication of resources and effort.

The group will advise the Associate Dean, MD Program on a consensus decision making model.

**Procedures:**

1. The Group will meet at pre-arranged times, with additional meetings called at the discretion of the Chair.
2. The Social Accountability Lead will coordinate the agenda in communication with the Associate Dean, MD Program and the other advisory council members.
3. The agenda and meeting materials will be pre-circulated, unless otherwise noted.
4. Minutes will be kept and pre-circulated before each meeting.

Approved by MDCPC July 22, 2021

