

**Basic Science Working Group
Friday May 23, 2025
Approved Minutes**

1. Welcome

- Dr. Stelfox opened the meeting with a land acknowledgement and welcomed all members of the working group.

2. Review agenda & minutes

- Agenda for today's meeting was approved.
- Minutes of the May 9th meeting were reviewed and approved.

3. Follow-up on action items from previous meeting

Subgroup Updates and Presentation Plans – the subgroups were reminded that their summaries are due June 30th.

- **Literature subgroup** ((Lee, Mann-Nüttel, Posse de Chaves) – the subgroup continues to refine its literature search and review.
- **Environmental Scan subgroup** (Fortin, Lemieux, Ostergaard, Simala-Grant, Steenbergen) – the subgroup continues to refine its data displays.
- **Community Engagement subgroup** (Alexander, Amoah, Galloway, Lehner, Underhill) – two of the four scheduled Faculty focus groups have been successfully completed with excellent participation and engagement reported. The remaining two focus group are scheduled for May 27th.
- **Retreat Planning subgroup** (Mok, Riddell, Simmonds) – planning for the May 30th Faculty leadership retreat focused on biomedical sciences is complete.

4.

4. Review & refine proposed options for action

- The working group began to review the list of 52 options for action that were proposed by members. Each proposed option for action was judged using three criteria: Is it relevant? Is it Important? Is it Actionable? Those proposed options for action selected by the working group were then revised to make each as simple and impactful as possible.

5. Next steps

- May 27th – completion of final two Faculty focus groups

- May 30th – faculty leadership retreat

Schedule of meetings / commitments:

Next Meeting: **June 6, 2025 @ 1:00 pm** in 2J2.14 WMC (Dean's large boardroom)