

EXECUTIVE REPORT

Sheharzad (Sherry) Mahmood & Alvin Qiu
CFMS Western Regional Directors
2021 Annual General Meeting
October 23-24, 2021



I. DESCRIPTION AND INTRODUCTION

The Canadian Federation of Medical Students (CFMS) is the representative voice of Canadian medical students to the national medical organizations, to the federal government, to the public, and to other external bodies. The CFMS represents over 8000 medical students at 15 Canadian medical schools from coast to coast. It is the mission of the CFMS to represent, support, and connect its members. The CFMS aims to communicate within its membership, as well as from its membership, to the world at large. As an ever-expanding organization, the CFMS continually strives to meet the consistent and changing needs of Canadian medical students.

Brief Description

There are two Western Regional Directors elected for each term. The CFMS Western Regional Directors are responsible for representing all CFMS member schools in the Western provinces. The schools are:

- University of British Columbia
- University of Alberta
- University of Calgary
- University of Saskatchewan
- University of Manitoba

The Western Regional Directors will chair or attend external meetings, committees, task forces and working groups as required by their regional duties and by their attaché dyad position. They will collaborate with medical societies in the planning of Western Regional events. Finally, the Western Regional Directors carries out strategic duties in maintaining their fiduciary responsibilities to the CFMS.

Due to current transition phase of the CFMS Board and unfilled Board positions, the Regional Directors have not been formally attached to one specific portfolio this year.

II. SELECTED MEETINGS ATTENDED

Date	Meeting	Location	Who?
April 17-18, 2021	CFMS Spring General Meeting	Virtual	Both
April 18, 2021	CFMS Board Transition Meeting	Virtual	Both
April 23, 2021	Eagle Law Consultation	Virtual	Sherry
April 24, 2021	CFMS Board Meeting	Virtual	Both
April 30, 2021	CFMS WRD Transition Meeting	Virtual	Both
May 2, 2021	CFMS Wellness Curriculum Task Force	Virtual	Alvin
May 6, 2021	CFMS C2022 Advisory Group Meeting	Virtual	Sherry
May 7, 2021	ARMC Match Process Evaluation Working Group	Virtual	Sherry
May 8, 2021	CFMS Education Portfolio Meeting	Virtual	Both
May 8, 2021	CFMS Board Meeting	Virtual	Both
May 13, 2021	CFMS C2021 Advisory Group Meeting	Virtual	Alvin
May 22, 2021	CFMS Board Meeting	Virtual	Both

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May 30, 2021	CFMS Academic Roundtable	Virtual	Both
June 4, 2021	ARMC Match Process Evaluation Working Group	Virtual	Sherry
June 5, 2021	CFMS Board Meeting	Virtual	Both
June 5-July 31, 2021	CFMS EDI Network Biweekly Meetings	Virtual	Sherry
June 6, 2021	CFMS Emergency Board Meeting	Virtual	Sherry
June 9, 2021	CFMS Wellness Curriculum Task Force	Virtual	Alvin
June 11, 2021	Eagle Law Consultation	Virtual	Sherry
June 16, 2021	CANPREPP Working Group Meeting	Virtual	Sherry
June 19, 2021	CFMS Board Meeting	Virtual	Both
June 19, 2021	CFMS Emergency Board Meeting	Virtual	Sherry
June 23, 2021	WRD Budget Meeting	Virtual	Both
June 24, 2021	ARMC Match Process Evaluation Working Group	Virtual	Sherry
June 29, 2021	CFMS Education Portfolio Strategy Meeting	Virtual	Sherry
June 30, 2021	CFMS Board Statement Writing Meeting	Virtual	Sherry
July 3, 2021	CFMS Board Meeting	Virtual	Both
July 10, 2021	CFMS Special General Meeting Run-through	Virtual	Both
July 10, 2021	CFMS Education Portfolio Meeting	Virtual	Sherry
July 11, 2021	CFMS Special General Meeting	Virtual	Both
July 11, 2021	CFMS GH/ED Consultation	Virtual	Sherry
July 13, 2021	CFMS VP Communications Transition Meeting	Virtual	Alvin
July 15-July 31, 2021	CFMS Education Portfolio Spring NomComm Interviews	Virtual	Sherry
July 21, 2021	Meeting with CFMS President	Virtual	Alvin
July 21, 2021	Meeting between CMA and CFMS	Virtual	Both
July 24, 2021	Meeting with CFMS President	Virtual	Sherry
July 31, 2021	CFMS Board Meeting	Virtual	Both
August 22, 2021	CMA Annual General Meeting	Virtual	Both
August 25, 2021	CMA Innovation Lab	Virtual	Sherry
August 26, 2021	CMA Innovation Lab	Virtual	Alvin
August 28, 2021	CFMS Board Meeting	Virtual	Both
September 11, 2021	CFMS NomComm Meeting	Virtual	Both
September 25, 2021	CFMS Board Meeting	Virtual	Both
September 25, 2021	CFMS Education Portfolio Meeting with National Officers	Virtual	Alvin
October 1, 2021	CFMS Education Portfolio Meeting with National Officers	Virtual	Both
October 7, 2021	CFMS C2023 Advisory Group Meeting	Virtual	Both
October 14, 2021	Royal College RAC&FAC Orientation	Virtual	Both

III. ACTIVITIES OF THE WESTERN REGIONAL DIRECTORS

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1. Western Region-Specific Facebook Group

- Previous Western Regional Directors established a Facebook group to increase transparency and communication with MedSoc presidents and CFMS representatives at each school in the Western region.
- The Facebook group administrative privileges were transitioned to the current Western Regional Directors, Sherry Mahmood and Alvin Qiu.
- This group serves as a platform for discussion regarding region-specific issues, progress, and planning.
- Drop-in sessions for virtual face-to-face meetings were planned, but the interest for such sessions remains relatively low, especially given the cancellation of the Western Deans' meeting this year again.

2. Royal College Regional Advisory Committee for Western Region (RAC 1 and 2)

- Sherry Mahmood and Alvin Qiu represent Alberta and British Columbia medical students at the Royal College's Regional Advisory Committee 1.
- Sherry Mahmood and Alvin Qiu represent the Manitoba and Saskatchewan medical students at the Royal College's Regional Advisory Committee 2.
- Note: these meetings are scheduled to resume in the Fall and do not take place over the summer.

3. Western Medical School Progress Updates

- Previous Western Regional Directors had requested schools to gather a list of asks.
- The Western Deans' Conference for 2021 has been cancelled once again. It was cancelled in 2020 as well.
- Following communication with the UGME Dean at UBC, there are plans to resume this meeting in 2022.
- A hold date has been set for October 20-22, 2021. This meeting is planned to occur in-person at UBC-Okanagan (UBC-O) in Kelowna, BC.
- The Western Regional Directors will follow-up with asks and needs from the Western MedSocs prior to this meeting.

IV. ACTIVITIES RELATED TO THE ROLE OF ATTACHE OR OTHER BOARD ROLES

1. Education Portfolio

- a. Chaired and organized the Class Advisory Group meetings for C2021, C2022 and C2023
 - i. Coordinated meeting times for Advisory Group members, which typically included Class Presidents from all member schools specific to the graduating year, as well as several MedSoc Presidents or VP Academics
 - ii. Facilitated discussions to identify concerns from each member school and issues common across all schools for each year
 - iii. Synthesized and compiled issues to bring to the attention of the Board, in particular, members who sit on external committees (AFMC) to advocate for changes that address outstanding concerns
 1. Notable on-going issues from graduated students (C2021) include AFMC

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- Portal fee refunds and experiences with MCCQE Part 1 in-person exam cancellations
- 2. C2022 advocacy involved drafting and sending a letter to UGME Deans speaking on electives equity and standardized reference letters.
- 3. Major concerns from C2023 include advocating for a safe and equitable return to visiting electives as well as ensuring CaRMS timelines take into account the pandemic-related delays to the start of clerkship/electives
- b. Consulted with former Director of Education on restructuring the Education Portfolio, specifically with an EDI-focused lens
 - i. Note: Fall Recruitment 2021 application involved applications to one single combined Education Committee, which will later be sub-divided based on projects and individual members' skillsets
 - ii. Participated in extensive brainstorming and drafting of new Education portfolio vision
- c. Spring NomComm 2021
 - i. Involved in drafting application, evaluation, and interviews of all portfolio Spring NomComm positions
 - ii. Note: Some loose ends and unfilled positions remain following the resignation of the Portfolio Director
- d. Worked with the former Director of Education to recruit new National Officers
 - i. Involved in recruitment (reading applications, and participating in interviews and selection) of new National Officers of Education
 - ii. Note: the former National Officer of Education (NOE) position has been split into 3 roles
 - iii. Engaged in on-going efforts to on-board new National Officers and introduce them to the portfolio
- 2. Communications Portfolio**
 - a. Oversaw the Communications Portfolio as interim director (VP Communications)
 - i. Following the resignation of the VP Communications, acted as interim Director
 - 1. Managed critical elements of the portfolio including Board Slack channel, VP Communications email account, CFMS Communique (now rebranded as the CFMS Monthly), social media posts, and communications with external bodies
 - 2. Identified key areas which require recruitment such as unfilled National Officers of IT
 - 3. Worked with Atlantic Regional Director (acting as Communications Attache) who led the CFMS Representatives Roundtable (RRT, composed of VP Externals from MedSocs)
 - ii. On-boarded the newly elected VP Communications and transitioned roles/responsibilities to her
 - b. Helped execute new CFMS communications initiatives to further engage members
 - i. Participated in novel outreach initiatives on CFMS social media such as EDI-Monday,

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Takeover Tuesday etc.

3. Nominations Committee

- a. Along with the rest of the CFMS Board, planned the restructuring of the old “Nominations Committee” process
 - i. Note: this is now called Seasonal Recruitment
 - ii. Proposed changes will allow for a more equitable selection of students who wish to join CFMS in non-elected roles within various portfolios
 - iii. These changes will be presented at CFMS AGM 2021 for approval

4. CMA Meetings

- a. Participated in discussions with CMA Board Members alongside other CFMS Board members prior to CMA AGM 2021
- b. Attended CMA AGM 2021 as voting members
- c. Participated in CMA Innovation Lab testing sessions in order to provide perspectives on medical education

5. Wellness Curriculum Task Force

- a. Participated in both editing and writing of a wellness curriculum framework with members of the Wellness Curriculum Task Force
- b. Engaged in discussions with stakeholders to begin implementation of the wellness curriculum framework

6. International Congress on Academic Medicine (ICAM)

- a. Joined a new committee planning the inaugural ICAM meeting
- b. Note: Meetings did not occur over the summer and will start in the Fall
- c. More details on the ICAM meeting can be found: <https://www.afmc.ca/en/faculties/icam>

7. CanPREPP Working Group

- a. Member of working group to create and roll out new CANPREPP platform for CaRMS 2022

8. ARMC Match Process Evaluation Working Group

- a. Member of ARMC WPE working group to create, develop, and analyze results of surveys sent out to students, programs, and PGME offices following CaRMS 2021

9. Calls to Action

- a. Demonstrated commitment to achieving Calls to Action and restructuring organization
 - i. Developed matrix outlining progress towards Calls to Action
 - ii. Worked alongside VP Finance to retain Eagle Law Firm
 - iii. Assisted VP Finance in navigating investigative process as handed over by previous Board
 - iv. Assisted VP Global Health in developing National EDI Network and attended bi-weekly meetings during summer
 - v. Developed Board Values Statement with ARD and former Education Director to express transparency to membership
 - vi. Worked with Portfolio Directors to achieve equity focused initiatives (outlined above)

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V. REFLECTIONS AND CONCLUSIONS

Overall, the past half year has been a challenging transition time for the CFMS Board of Directors. Following the SGM, some positions on the Board remained unfilled. Although new Board members were elected at the Special General Meeting, others have stepped down from their role early in their terms, many citing burnout as the reason for their departure. We appreciate your continued patience as we work to address the concerns of the general membership as highlighted in a previous Call to Action. In addition, CFMS plays a crucial role in supporting student initiatives, advocating for medical learners on a national level, and providing key resources and tools to help learners succeed in their training. Thus, we also appreciate your understanding as we continue to support the activities of the various Portfolios, even though both Regional Director and Portfolio Director positions are currently unfilled. We are working tirelessly, but are cognizant of our own human limits.

Looking forward, we are committed to representing the diverse needs of students across the country as well as the specific needs of those in the Western region. The resumption of the Western Deans' Conference in Fall 2022 is an opportunity to meet the UGME Deans in Western Canada and both voice shared concerns and implement actionable changes. On top of this, we will continue to support the Portfolios within CFMS so that they can continue the exceptional work they always do, with the ultimate goal of continuing to rebuild the organization to serve all medical students.

Sheharzad (Sherry) Mahmood, B.Sc.

M.D. Class of 2023, Faculty of Medicine, University of Alberta
Western Regional Director || Directrice Régionale de l'Ouest
Canadian Federation of Medical Students || Fédération des étudiants et des étudiantes en médecine du Canada
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I respectfully acknowledge I live and work as a settler in ᑭᑭᑦᑲᑦᑲᑦᑲᑦᑲᑦ (Amiskwacîwâskahikan) on Treaty 6 territory, the territory of the Papaschase, and the homeland of the Métis Nation.

Alvin Qiu, B.Sc.

M.D./Ph.D. Candidate, Faculty of Medicine, University of British Columbia
Western Regional Director || Directeur Régional de l'Ouest
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I respectfully acknowledge that I am writing from the traditional, ancestral and unceded territories of the xwməθkwəyəm (Musqueam), Skwxwú7mesh (Squamish) and Səlilwətaʔ/Selilwitulh (Tsleil-Waututh) Nations.