

ACADEMIC FRANCOPHONE HEALTH EDUCATION COMMITTEE/ COMITÉ UNIVERSITAIRE DE FORMATION SUR LA SANTÉ DES FRANCOPHONES

Approval Authority: Senate

Reports To: Senate

Established: April 10, 2025

Amendments:

1.0 Purpose

This Committee supports the special mission of the University (Senate Bylaw Section 2.2) in that it is the special mission of the University to provide programs that are innovative and responsive to the needs of individual students and to the unique healthcare needs of the people of Northern Ontario and other northern regions of Canada, which includes people living in rural, remote, Indigenous and Francophone communities.

This Committee is created to support the Senate, its committees and its Educational Programs in order to maintain formal communication and collaboration on matters related to Francophone health and education to ensure the needs and priorities are considered in the delivery of the academic programs it supports.

Function

Functioning as a committee of Senate, the Academic Francophone Health Education Committee shall:

- A. Advise the Senate and its committees processes, principles, and program outcomes that support NOSM U's education and research programs improving the health of the Francophone population and communities of Northern Ontario.
- B. Advise the Senate on academic matters related to Francophone Health Education at NOSM University by making recommendations for the consideration of Senate Committees and other committees (e.g. UME Committee, UME Curriculum Committee, Postgraduate Education Committee).

2.0 Scope

The Committee functions in collaboration with other committees of the Senate to advance the social accountability mandate of the University with respect to academic matters relating to Francophone Health Education.

3.0 Membership

The Senate strives for diversity and inclusion in its membership. Appointment to the Committee should reflect diverse social identities, skill sets, disciplines, divisions, and programs at NOSM University as well as within the broader Francophone communities of Northern Ontario.

Composition

The composition shall be composed of the following voting members:

- Four (4) Francophone-designated Faculty Senators (Francophone Academic)
- Three (3) NOSM University faculty members who self-identify as Francophone
- Three (3) NOSM University faculty members with the capacity to communicate in French at a level that enables them to actively participate in meetings. One (1) position is designated for NOSM University faculty from each of the Clinical Sciences Division, Human Sciences Division, and Medical Sciences Division. If no members are identified from a particular division, the position may be filled by a faculty member from another division.
- Two (2) Francophone Community members (from the postsecondary education or and/or health/social sciences sectors)
- Three (3) NOSM University learners who identify as Francophone:
 - One (1) elected by the NOSM University Student Council (admitted via the Francophone Admissions Stream)
 - One (1) medical resident
 - One (1) Learner from any of NOSM University's other academic programs.
- Director of Francophone Affairs, NOSM University

Terms of Appointment

- Francophone-designated Faculty Senators shall serve for the duration of their Senate term.
- Faculty members (not elected to Senate) shall be appointed for an initial 3-year term, renewable in 2- and 3-year increments to ensure committee continuity.
- Community members shall be appointed for an initial 2-year term, renewable in 2-year increments.
- Learner members shall serve one-year terms, 1 year renewable.

Selection Process

Membership shall be determined through a general call for expressions of interest within each constituency group. If the number of interested candidates exceeds the available positions, the Committee shall follow the election procedures outlined in the Senate Nominations and Elections Policy.

4.0 Meetings and Quorum

Meetings of this Committee shall take place quarterly, on a predetermined day prior to the Senate Committee meeting, usually in October, January, March, and May or more frequently at the call of the Chair (s). The meeting day and time shall be determined and agreed to by the Committee members in order to ensure maximum participation.).

Meetings shall be held in person, or via video or teleconferencing. Meetings shall be conducted in French.

Quorum for the meetings shall be a simple majority of the voting members present. Decisions will be made by consensus, except if any voting member requests a vote.

The administrative staff supporting the Committee will be from the Francophone Affairs Unit and shall assist the Chair in creating the agendas, issuing calls for meetings and taking minutes. Minutes shall be approved at subsequent meetings and stored per University's practice.

5.0 Chair and Leadership

The position of Chair position will be shared among all current Francophone-designated Faculty Senators. Each of the Francophone-designated Faculty Senators shall chair at least one quarterly meeting per academic year. The schedule of chairing meetings and reporting to the Senate will be determined by the Faculty Senators and confirmed by the committee at the beginning of each academic year. Any changes or conflicts shall be resolved by consensus or majority vote of the committee.

Chairs shall:

- Call and preside over meetings
- Designate another committee member to chair in their absence,
- Set meeting agendas
- Report to the Senate on the work of the committee, as applicable.

The Chair position shall be reviewed annually and adjusted as deemed necessary for the effective functioning of the committee. A report shall be presented to Senate no later than the June meeting.

To support continuity and collaboration, the presiding Chair shall be responsible for onboarding the incoming Chair, ensuring a smooth transition, and maintaining effective information sharing.

6.0 Reporting

The Committee reports to and is accountable to the Senate. Through one of the Chairs, the Committee shall provide a written report to the Senate, as required.

Review Period: Annually or as required

Next Review: TBD

Development History – this section will be deleted when the document is finalized and ready for review/approval

Date	Action
April 23, 2024	Dr. Céline Larivière, Dr. Joseph LeBlanc and Danielle Barbeau-Rodrigue, MA, authors
February 26, 2025	Dr. Joseph LeBlanc, Dre Nicole Ranger and Danielle Barbeau-Rodrigue, MA
March 20, 2025	Dr. Joseph LeBlanc, Dre Nicole Ranger and Danielle Barbeau-Rodrigue, MA