

FFAC Council Minutes

May 14, 2019

Room 9-102, 10 - 11:30 a.m.

Chair

Allan Gilliland

Vice-Chair

Raymond Baril

Attendees

Robert Andruchow
Elisabeth Belliveau
Craig Brennan
Rose Clancy
Rubin de Toledo
Jim Guedo

Marcel Hamel
Travis Hatt
Iain Macpherson
Nichole Magneson
Lucille Mazo
Kathy Neiman

Gloria Olchoway
Constanza Pacher
Jamie Philp
Bill Richards
Chandelle Rimmer
Denise Roy

Dawn Sadoway
Kent Sangster
Isabelle Sperano
Scott Spidell
Tom Van Seters
Wayne Williams

Ex-Officio Members

Frankie Billingsley
(for David McLaughlin)

Larry Harris

Debbie McGugan

Ann Ranson Ratusz
(for Sharon Hobden)

Guests

Tai Munro

Sherrell Steele

Regrets

Robyn Ayles
Neill Fitzpatrick
Heather Fitzsimmons-Frey
Rose Ginther
Brian Gorman

Emily Gryba
Paul Johnston
Milo Knauer
Kate Kosinski
Annetta Latham

Emilie LeBel
Michael MacDonald
Dianne Nicholls
Sony Raj
Leigh Rivenbark

Rey Rosales
Aubrianna Snow
Jennifer Spencer
Leslie Vermeer

Minutes

Christine Valentine

1. Call to order

The Faculty of Fine Arts and Communications (FFAC) Council was called to order at 10 a.m.

2. Approval of agenda and consent agenda

Allan Gilliland, Chair, FFAC Council, presented the agenda for the May 14, 2019 meeting for approval. The following items were approved/ reviewed on the consent agenda:

- March 18, 2019 FFAC Council minutes
- May 3, 2019 Executive Committee minutes
- Notice of results of call for sessional members
- Master course syllabi approvals (for Fall 2020)

Motion to approve the May 14, 2019 FFAC Council agenda and consent agenda, as presented.

FFACFC-01-05-14-2019

Moved by S. Spidell and seconded by R. Baril

CARRIED

3. Chair's update

Reported by A. Gilliland, Chair, FFAC Council

Allan Gilliland reported the following items:

- **Faculty Council schedule:** the 2019-2020 schedule is delayed until the new General Faculties Council schedule is published. Meetings will be scheduled earlier in the day.
- **Promotions:** Allan congratulated Iain Macpherson and Chandelle Rimmer for their promotions to Associate Professor, effective July 1, 2019.
- **Recognition:** Allan thanked Jennifer Spencer for serving on the FFAC Council as a sessional faculty member representative for the last four years. Lucille Mazo was thanked for her service as Chair, Department of Communication.
- **Staff updates:** Claire Duggan has returned from maternity leave and Preet Kaur is leaving MacEwan University on May 15, 2019. Larry Harris is the new Senior Manager, Business Operations.
- **Retirements:** Debra Elliot, Dianne Westwood, Darci Mallon, Denise Roy, are retiring. Debbie McGugan, Dean of Libraries, is also retiring.
- **New faculty hires:** Seven (7) new faculty members will join the Faculty of Fine Arts and Communications in the fall.
- **Next FFAC Council meeting:** the June 18 Faculty Council meeting is cancelled.

4. General Faculties Council update

Reported by T. Hatt, GFC Representative

Travis Hatt provided the following report from the March 19, April 23, and May 9, 2019 General Faculties Council meetings:

- **Marshall report:** the President presented the Marshall report, which contains recommendations from the PSLA changes.
- **Presidential search committee:** has been struck and convenes this week.
- **Chancellor:** the appointment of a chancellor was approved in principle.
- **General Faculties Council meetings:** will be scheduled on Mondays from 3 - 6 p.m.
- **Bachelor of Fine Arts proposal:** approved at the March 19 meeting.
- **Other approvals:** the proposal for a new Chemistry major in the Bachelor of Science was approved. Various committee terms of reference and admissions criteria were also approved.
- **Code of Conduct:** presented for information.
- **Tenure/ promotion:** faculty members who received tenure or promotion will be able to choose a book to add to the library.
- **Integrated Strategic Plan/ Comprehensive Institutional Plan:** current drafts were presented with additions from organizational development day. These plans will be released in the fall.
- **Research Chairs:** were congratulated and Faculties/Schools were encouraged to apply.

5. New business

5.1 Programs of Study 2020-2021

Presented by A. Gilliland, Chair

Allan Gilliland provided an overview of the changes to FFAC programs of study. The recommended changes included the addition of ENGL 104 and ENGL 105 as alternative English courses to ENGL 103 to all records, the addition of new courses, changes to course titles and minimum grade requirements to align with changes to master course syllabi, and the removal of courses to be deactivated. There were also minor revisions to degree and program regulations.

Motion to recommend the approval of the following 2020-2021 programs of study to General Faculties Council:

- a. Arts and Cultural Management diploma
- b. Bachelor of Communication Studies (Professional Communication major – Journalism minor and Journalism major – Professional Communication minor)
- c. Bachelor of Design
- d. Bachelor of Music (Core Year, Composition major, General major (no minor and Music Career Management, Music Technology and Production, and Music Education minors), Performance major, and Recording and Production major)
- e. Fine Art diploma
- f. Theatre Arts diploma
- g. Theatre Production diploma

FFACFC-02-05-14-2019

Moved by T. Hatt and seconded by J. Guedo

CARRIED

5.2 FFAC committee election slate 2019-2020

Presented by A. Gilliland, Chair

Every year, the FFAC Council elects new members to its standing committees as part of its role in conducting committee elections as per Article 8.2 in the FFAC Council Bylaws. Department Councils recommended members to fill department representative positions on FFAC standing committees.

The Executive Committee also issued an open call for member-at-large positions to faculty from all departments. Since an exact number of applicants were received for the number of vacant positions, no election is necessary.

Motion that the following faculty members fill current vacancies on FFAC Council standing committees for two-year terms, except where the member is completing another member's term:

Curriculum Committee

Lucille Mazo as Department of Communication representative
 Leslie Vermeer as Department of Arts and Cultural Management representative
 Tom Van Seters as Department of Music representative
 Robyn Ayles as Member-at-large

Executive Committee

Annetta Latham as Department of Arts and Cultural Management representative
 Bill Richards as Department of Music representative

Research Committee

Heather Fitzsimmons-Frey as Department of Arts and Cultural Management representative
 (one-year replacement)
 Sony Raj as Department of Communication representative
 Wayne Williams as Department of Art and Design representative
 Leigh Rivenbark as Department of Theatre representative
 Michael MacDonald as Member-at-large
 Raymond Baril as Member-at-large
 Scott Spidell as Member-at-large (one-year replacement)

Research Adjudication Committee

Heather Fitzsimmons-Frey as Department of Arts and Cultural Management representative
 Elisabeth Belliveau as Department of Art and Design representative
 Michael MacDonald as Department of Music representative

FFACFC-03-05-14-2019

Moved by B. Richards and seconded by C. Rimmer

CARRIED

Allan Gilliland thanked the following outgoing members for their years of service on FFAC committees:

Curriculum Committee: Chandelle Rimmer (Chair), Denise Roy

Executive Committee: Raymond Baril (Vice-Chair)

Research Committee: Lucille Mazo (Chair), Tom Van Seters (Previous Chair), Constanza Pacher

Research Adjudication Committee: Denise Roy (Chair), Bill Richards, Wayne Williams

5.3 Code of Conduct

Reported by A. Gilliland, Chair

Under the new Conflicts of Interest Act, MacEwan University is required to have a new code of conduct that meets the requirements set out in the Act and its regulations. Effective July 1, the Dean will be required to approve any activities that provide compensation outside regular work at the university for all staff, full-time faculty, and sessional faculty who teach more than two (2) courses. Further information is forthcoming.

5.4 Reflection on University Promotion Committee process

Presented by R. Andruchow, Chair, Department of Art and Design/ University Promotion Committee member

Robert Andruchow presented on his experience serving on the University Promotion Committee (UPC) this year. The UPC reviewed a total of 25 applications for Associate Professor and six (6) for full professor. Robert provided the following advice for faculty applying for promotion:

- Ensure all important information is included in a well-organized dossier, as the dossier is the only evidence that can be considered in the UPC meeting (not the recommendation of the Dean).
- **Associate Professor:**
 - **Teaching:** effective teaching at all levels.
 - **Scholarship:** demonstrate sustained scholarly activity and show evidence of scholarship, including creative scholarship and non-traditional forms of dissemination (e.g. gallery shows, performances, etc.).
 - **Service:** sustained satisfactory service, which is, at minimum, is participation in program meetings, Department Council, and Faculty Council. If no additional participation on committees is evident, then a strong record of scholarship would need to be provided to compensate for minimal service.
- **Note:** Strong scholarship can compensate for weak service, and vice-versa. However, neither strong scholarship nor service can compensate for weak teaching. Include student evaluations, peer-evaluations, and evidence of curriculum development to support your case.
- **Full Professor:**
 - **Teaching:** sustained, high-quality teaching at all levels.
 - **Scholarship:** sustained, productive scholarly activity that contributes to the discipline and is recognized both nationally and internationally.
 - **Service:** significant service contributions.
- Other important notes:
 - At a minimum, faculty should wait five (5) years before applying for Full Professor. It is important to specify how many years you've spent in each rank in your dossier.
 - Work completed before MacEwan University can be factored in.
 - Watch for predatory journals.
 - Note what workload type you have (Type 1, 2, or 3), as this sets the expectation for the committee in terms of your service and scholarship.

For dossier review and support, contact Carla Lam at lamc66@macewan.ca

6. Committee business & reports

6.1 Curriculum Committee

Reported by C. Rimmer, Chair, FFAC Curriculum Committee

Chandelle Rimmer, Chair, FFAC Curriculum Committee, provided the following report from the April 15, 2019 meeting:

- The committee recommended the following 2020-2021 programs of study for approval:
 - Arts and Cultural Management diploma
 - Bachelor of Communication Studies (Professional Communication major – Journalism minor and Journalism major – Professional Communication minor)
 - Bachelor of Design
 - Bachelor of Music (Core Year, Composition major, General major (Music Career Management, Music Technology and Production, and Music Education minors), Performance Major, and Recording and Production major)
 - Fine Art diploma
 - Theatre Arts diploma
 - Theatre Production diploma.
- The committee approved the following master course syllabi: AGAD 203, 231, 233, 300, 305, 340; ARTE 106, 107, 110, 119, 120, 205, 206, 207, 208, 215, 216, 230; BCSC 205, 207, 303, 305, 306, 308, 343, 426, 431, 452, 462; DESN 205, 240, 342, 344, 442, 443, 444, 445, 486; and THPR 100, 104, 121, 122, 123, 124.
- The committee worked in Google Docs this year while the new Course Inventory Management (CIM) system was being developed. The implementation date of CIM is still TBA.
- A key goal of the committee this year was to streamline processes for curriculum review, recommendations, and approvals. This was done through requiring department approval on all curriculum matters coming forward to FFAC Curriculum Committee.
- Focus was on higher level discussions and larger curriculum issues, such as better understanding how we might incorporate Indigenous knowledge into the curriculum.
- Chandelle thanked the committee members for their service and thanked Rose Ginther, Kathleen Byrne, and Christine Valentine for their support.

6.2 Research Committee

Reported by L. Mazo, Chair, FFAC Research Committee

Lucille Mazo provided the following report from the March 29, 2019 meeting:

- The committee received for information, a presented from Fred McGinn, AVP Research, who provided an overview of how to nominate a Canada Research Chair (CRC) and his experience nominating MacEwan University's first CRC. A working group was struck to discuss who FFAC might recommend for a CRC.
- The committee completed a review of the FFAC research strategic plan and implementation strategies. Each strategy was labelled as either short-, mid-, or long-term. The goals are informed by the MacEwan University research strategic plan.

6.3 Research Adjudication Committee

Reported by D. Roy, Chair, FFAC Research Adjudication Committee

Denise Roy provided the following report from the May 3, 2019 meeting:

- The committee adjudicated 20 applications for the Supplementary Student Education Travel Fund and awarded \$500 to 17 applicants. A total of \$10,000 in funding was available.
- Three (3) applications were denied funding because of incomplete applications. The committee recommended that remaining funds be distributed equally among the approved applicants.

7. Open discussion

Deferred spaces: a number of spaces that were deferred in Allard Hall are now complete, such as the Large Ensemble room and the east elevators. The journalism rooms on the second floor are currently under construction. Continuing Education will move from Alberta College Campus to the fifth floor of Allard Hall in spring 2020. Much of the construction on the fifth floor will happen during the academic year and arrangements will need to ensure noise does not impact classes.

FFAC Council support: Allan thanked Christine Valentine, Governance Administrator, for her assistance and support this academic year.

8. Adjournment

The meeting adjourned at 11:30 a.m.