

FFAC Council Minutes

January 16, 2020
Room 9-102, 4 – 5:30 p.m.

Chair

Allan Gilliland

Attendees

Robert Andruchow	David Garfinkle	Iain Macpherson	Rey Rosales
Robyn Ayles	Rose Ginther	Nichole Magneson	Adolfo Ruiz
Elisabeth Belliveau	Travis Hatt	Jason Malenko	Dawn Sadoway
Craig Brennan	Anna Hawkins	Lucille Mazo	Kent Sangster
Padraig Buttner-Schnirer	Jim Head	Dianne Nicholls	Scott Spidell
Josée Chartrand	Paul Johnston	Gloria Olchoway	Tom Van Seters
Mallory Chipman	Annetta Latham	Sony Raj	Leslie Vermeer
Rose Clancy	Emilie LeBel	Kerri-Lynn Reeves	
Heather Fitzsimmons-Frey	Michael MacDonald	Leigh Rivenbark	

Ex-Officio Members

Jessica Haines	Karen Keiller	Craig Monk	Tarek Salem
Larry Harris	Terry McLean	Heather Pick	

Guests

Pamela Young

Regrets

Raymond Baril	Neill Fitzpatrick	Cheyenne Juknies	Wayne Williams
Colin Campbell	Brian Gorman	Kathy Neiman	
Kat Danser	Jim Guedo	Constanza Pacher	
Joseph Fawzy	Marcel Hamel	Bill Richards	

Minutes

Christine Valentine

1. Call to order

The Chair, FFAC Council, called the meeting to order at 4 p.m.

2. Approval of agenda and consent agenda

Allan Gilliland, Chair, FFAC Council, presented the agenda for the January 16, 2020 meeting for approval. The following items were approved/ reviewed on the consent agenda:

- October 23, 2019 FFAC Council minutes
- January 10, 2020 Executive Committee minutes
- Results of FFAC committee by-elections
- Bachelor of Communication Studies action plan update

Motion to approve the January 16, 2020 FFAC Council agenda and consent agenda, as presented.

FFACFC-01-01-16-2020

Moved by M. MacDonald and seconded by Jim Head

CARRIED

3. Dean's update

Reported by A. Gilliland, Chair, FFAC Council

Allan Gilliland reported the following items:

- **TV studio:** the opening for the TV studio will be February 10 and will feature a live broadcast from Global News.
- **Construction on the fifth floor:** the Faculty of Continuing Education is moving to the fifth floor of Allard Hall in summer 2020 and construction is expected to impact the fourth-floor admin office. Advisors, sessional faculty, and Dean's Office administration will move into classrooms 11-449, 11-450, and 11-452 temporarily beginning at the end of January.
- **Chairs:** Leslie Vermeer, Interim Chair, Department of Arts and Cultural Management has agreed to serve as Interim Chair for one additional year. Bill Richards, Chair, Department of Music, has put his name forward to serve as chair for another term. A town hall will be scheduled after classes end.
- **Annual reports:** Allan will complete annual reports by February 1.
- **Staffing update:** hiring committees have now been struck for six new full-time faculty.
- **Extension of Probation/ Tenure appointments:** Allan congratulated Leigh Rivenbark, Robyn Ayles, Elisabeth Belliveau, and Isabelle Sperano for being granted Extension of Probation and Dawn Sadoway for being granted Tenure, effective July 1, 2020.
- **Presidential Search Committee:** the committee has shortlisted three candidates.

4. Associate Dean's update

Reported by R. Ginther, Associate Dean

Rose Ginther reported the following items:

- **Strategic Enrolment Management Committee:** the committee is looking at a new forecasting tool for enrolment and examining classroom utilization, increasing limits where possible. Chairs were asked to review strategic enrolment management (SEM) worksheets for accuracy as these figures inform the Registrar's Office on the number of students admitted, enrolled, etc.
- **eLearning Committee:** in addition to discussing strategic priorities for eLearning over the coming years, the committee is looking for a new learning management system because Blackboard will soon be decommissioned.
- **Equity, Diversity, and Inclusion Committee:** the committee is developing a working definition of Equity, Diversity, and Inclusion (EDI). Service areas in the university have reported on their efforts to be more equitable, diverse, and inclusive. FFAC efforts have included: hosting a safe/ inclusive spaces workshop, adopting the Cultural Human Resources Council (CHRC)'s [Canadian Code of Conduct for the Performing Arts](#), and adding a statement on EDI in all course outlines and printed programs.
- **GETCA:** the Greater Edmonton Teachers Conference Association will be hosted in Allard Hall on February 27 from 9 a.m. – 5 p.m. Registration opens on February 1 through the GETCA website and faculty were encouraged to drop into the welcome reception (sponsored by Vistek) in the Feigel Conference Centre between 8 – 9 a.m.
- **Recruitment materials:** Rose will be meeting with David Fischer, Team Lead, Student Recruitment, to provide specific messaging for recruiters to share about FFAC programming. A new promotional piece has replaced the FFAC viewbook.
- **Curriculum development:** direct all curriculum-related questions, including questions about how to use the Curriculum Inventory Management (CIM) system to Rose Ginther or Christine Valentine.
- **New transfer system:** With Sherrell Steele's departure, Rose is now overseeing transfer requests and will send pending requests to chairs shortly.

5. General Faculties Council update

Reported by T. Hatt, General Faculties Council Member

Travis Hatt, General Faculties Council (GFC) member, provided the following report from the October 28, 2019 and November 25, 2019 General Faculties Council meeting:

- GFC approved the suspension of the Design Studies diploma proposal.

- GFC approved a motion that recognizes the categories in the eCV system as MacEwan University's annual report template, reviewed regularly through feedback from Faculty Association Members. GFC approved a subsequent motion that recognizes the format of the MacEwan CV generated by the eCV system, as its approved CV format.
- GFC approved a motion that recommends to the Board of Governors the revised Student Academic Integrity Policy and Student Academic Misconduct Procedure as well as the new Student Academic Misconduct Policy and Procedure.
- GFC approved a motion that delegates the authority to GFC Executive to approve the Free Expression on Campus Policy on behalf of GFC when the online consultation period ends and amendments made.
- GFC endorsed the Chancellor profile.
- The Provost expressed concern over low attendance at convocation and encouraged faculty to attend future events to support students.
- GFC elected by acclamation a GFC member to the Board of Governors.
- GFC approved the expansion of GFC membership by including one additional member from each Faculty/ School Council.
- The annual report was approved to be sent to the Board of Governors and has since been submitted to government.

The next regularly scheduled GFC meeting is on February 10, 2020 from 3 – 6 p.m. in 9-201.

6. New business

6.1 Teaching & Learning Services presentation

Presented by P. Young, Educational Developer, Teaching and Learning Services

Pamela Young provided a brief overview of her role and the services offered through the Office of Teaching and Learning Services (OTLS). Requests for assistance with curriculum design and review can be sent to teaching@macewan.ca and faculty will be connected with an education developer. OTLS is also exploring the possibility of setting up a pop-up at Allard Hall and faculty were encouraged to let Pamela know which programming they might be interested in.

6.2 Budget update

Presented by A. Gilliland, Chair, FFAC Council

On January 15, 2020, the President's Office announced that 10 out-of-scope positions were terminated due to provincial budget cuts. While other positions will be impacted, this was the first step in addressing the 7.9-million-dollar shortfall in the current academic year. The deans have been given further targets to meet the challenges and FFAC has given back \$90,000 in non-salary spending. The university has also divested investments and offered voluntary separation packages, among other budget reduction exercises.

Looking ahead to 2020-2021, the university could see up to a further 6.5 million-dollar budget reduction. Decisions that impact that budget will be made in early February. The current advising model will change and tuition is expected to increase between 7-10%. The university will continue to face budget challenges for at least the next two years. Currently, the institution has \$500,000 set aside to support the proposed Bachelor of Fine Art (BFA), however the need for further budget reductions may impact these funds. Allan stated that the Dean's Office is committed to offering the BFA and if needed, will try to find funding within FFAC. While the principal of budget reduction is not to impact the delivery of academic programming, the new fiscal reality will mean that faculty will be expected to take on new responsibilities as support staff are reduced.

During the presentation, the following questions arose:

Q. What does the future look like for FFAC research grants?

A. We are not certain if FFAC research grants will be offered next year.

Q. Will some services be reassigned to different areas?

A. Some of the positions that were eliminated crossed over with other roles in the university. Need to find some alignment across the institution to keep the cost of course delivery as inexpensive as possible.

Q. Are there strategic areas we are looking at to come out of this process better?

A. Programs that cannot be made more efficient or offered in a different way may be eliminated. The university is also shifting to different models for advising, finance, etc.

Q. Are there international student recruitment strategies?

A. International recruitment is now in the portfolio of the VPR, Research. Under the previous government, there was a cap for international tuition, but it is likely to increase. Our goal over the next four years is to increase our total international enrolment by 8%, which breaks down to: 5.5% by year 1, 6% by year 2, 7% by year 3, and 8% by year 4.

Q. What will be the new role of Institutional Analysis and Planning (IAP)?

A. Over the next 6-8 months, IAP will be restructured and will likely look at different metrics as what the institution will be asked to provide in the future is likely to change.

Q. What information has been shared with students?

A. The Students' Association of MacEwan University (SAMU) has been provided with the same update that went out to faculty and staff. MacEwan is committed to ensuring students' daily experience is not impacted by the budget reductions.

7. Committee business & reports

7.1 Curriculum Committee

Reported by L. Vermeer, Chair, FFAC Curriculum Committee

Leslie Vermeer, Chair, FFAC Curriculum Committee, reported that the November 29 FFAC Curriculum Committee was cancelled. At the next meeting on January 20, 2020, the committee will be discussing the recent workshop on safe/ inclusive spaces and reviewing admission criteria and master course syllabi.

7.2 Research Committee

Reported by M. MacDonald, Chair, FFAC Research Committee

Michael MacDonald, Chair, FFAC Research Committee, provided the following report from the October 28, 2019 and November 25, 2019 meetings:

- The committee is moving toward the creation of a research strategic plan.
- The committee is aligning with the Research Adjudication Committee and will define reporting requirements for those who receive FFAC grants. Beginning with last year's research reports, a call went out to the award recipients to send in abstracts, which the committee will use to organize research roundtables.
- The research lab has a new bookshelf to display faculty publications. The committee will discuss the best way to acquire faculty publications at their next meeting.
- The committee met with the following guests:
 - Craig Kuziemy, AVP Research, to discuss priorities and how FFAC can build a relationship with the Research Office.
 - Linda Janz, Academic Program Review Coordinator, IAP, and Bryce Wicks, Senior Manager, Research Services, to learn more about provincial and federal reporting requirements.
 - The next meeting is scheduled on January 29, 2020.

7.3 Research Adjudication Committee

Reported by H. Fitzsimmons-Frey, Chair, FFAC Research Adjudication Committee

Heather Fitzsimmons-Frey, Chair, FFAC Research Adjudication Committee, provided the following reports from the January 13, 2020 and January 14, 2020 meetings:

- There was \$50,000 total funding for project/dissemination grants and the committee funded a total of nine (9) project applications and eight (8) dissemination applications. The Dean's Office added \$1,513.60 to fully fund these applications. A total of six (6) applications were unsuccessful and one (1) application was withdrawn.
- There was a total of \$10,000 total funding for student undergraduate research fund grants and the committee funded six (6) applications. The Dean's Office added \$800 to fully fund these applications. A total of six (6) applications were unsuccessful. This year, students were provided their grants as awards via the Office of the University Registrar, though there were some unanticipated delays in students receiving their money. Rose Ginther will work with the Registrar's Office to come up with a solution for the next round of funding.

8. Open discussion

There was no discussion.

9. Adjournment

The meeting adjourned at 5:30 p.m.

Approved by FFAC Council on February 26, 2020 (FFACFC-01-02-26-2020)