

**MINUTES**  
**December 1, 2017**  
**8:30 A.M. to 10:30 A.M.**  
**Robbins Health Learning Centre Room 9-102**

**Attendees Present:**

Ableson, M	McDonald, M	Pick, H (v)
Barrington-Moss, G (v)	McGugan, D	Pollard, C (v)
Burgess-Pinto, E (v)	Metcalfe, A (v)	Rice, J (v)
Cavanaugh, L (v)	Mosiuk, S	Salyers, V (v)
Couch, G (v)	Mills, J (v)	Samuel, B (v)
Eklund, T (v)	Milner, M (v)	Sekulic, M
Evans, C	Mitchell, A (v)	Shumka, C
Gakhal, R (v)	Mitchell, P (v)	Simpson, N (v)
Galenza, S (v)	Moore-Juzwishin, P (v)	Symonds-Brown, H (v)
Haimour, M (v)	Narnaware, R (v)	Topola, L (v)
Hector, H	Neis, V	Tupala, K (v)
Kerr, P (v)	Nelson, J (v)	Vick, A
Khalema, E (v)	Newell, H	Wakaluk, M (v)
Kustiak, K (v)		

**Regrets Sent:**

Berga, K (v)	Gundermann, C (v)	Nycholat, A
Cherry, J	Krell, K (v)	Shelast, Y (v)
Chute, A (v)	Maykut, C (v)	Zemrau, M
Foisy-Doll, C (v)		

*(v) – denotes voting member of Faculty Council*

**Call to order at 8:36 a.m.**

**1.0 Agenda/Consent Agenda/Matters of Record**

**1.1 Agenda/Consent Agenda**

**FN-01-12-01-2017:** To approve Faculty Council Agenda and Consent Agenda as presented for December 1, 2017.

- Moved by: Paul Kerr
- Seconded by: Vince Salyers

**Carried**

**1.2 Matters of Record:** The following motions were approved through electronic voting following the October 3, 2017 Faculty Council Meeting.

**1.2.1 FN-01-10-04-2017:** To approve item 2.2 Department of Psychiatric Nursing Program Changes and Substitutions as circulated with the agenda package of Faculty Council for October 3, 2017.

- Moved by: Rosie Gakhal
- Seconded by: Cheryl Pollard

**Carried**

**1.2.2 FN-02-10-04-2017:** To approve item 2.3 Department of Nursing Science: Program of Study 2018-2019 Course Substitutions as circulated with the agenda package of Faculty Council for October 3, 2017.

- Moved by: Rosie Gakhal
- Seconded by: Cheryl Pollard

**Carried**

**1.2.3 FN-03-10-04-2017:** Recommend the appointment of the following tenured members to the Faculty of Nursing Tenure & Promotion Committee.

- Tracey Eklund (DPN)
- Pat Moore-Juzwishin (DPN)
- Yvonne Shelast (DNS)
- Holly Symonds-Brown (DNS)
- Joan Mills (CPNE)
- Moved by: Ann Little
- Seconded by: Liz White-MacDonald

**Carried**

**1.2.4 FN-04-10-04-2017:** The following list of members are elected to the Faculty of Nursing Sabbatical Leave Recommendation Committee

- Colleen Maykut
- Tanya Heuver
- Agnes Mitchell
- Moved by: Cheryl Pollard
- Seconded by: Shelly Gillespie

**Carried**

**1.2.5 FN-05-10-04-2017:** The following list of members are preselected to the Faculty of Nursing Workload Review Panels.

- Nurse Educators
  - Christine Shumka
  - Melanie Gates
  - Paula Culling
  - Carla Caceres-Yanez
  - 3 more members to be preselected at December Faculty Council
- Tenure-Track & Tenured Faculty
  - Yvonne Shelast
  - Kim Tupula
  - Yuwaraj (Raj) Narnaware
  - Jennifer Rice
  - Emily Khalema
  - more members to be preselected at December Faculty Council
- Moved by: Cheryl Pollard
- Seconded by: Liz White-MacDonald

**Carried**

## **2.0 Nepal Internship Student Experience – Alexis Lema & Kara Toohey**

Alexis and Kara, 4<sup>th</sup> year nursing students, presented an overview of their experiences and learnings in Nepal where they completed a six week nursing internship at Gandaki Hospital.

## **3.0 Exam Resource Committee**

Tabled.

#### **4.0 Faculty Council / Committee Representation – Cheryl Pollard**

Cheryl reviewed the current membership vacancies for Faculty Council, the Tenure & Promotion Committees, and the Workload Review Panel. The following motions were presented:

**4.1 FN-02-12-01-2017:** Tracey Eklund will be appointed to the Tenure/Tenure Track Faculty Workload Review Panel for the 2017/2018 and 2018/2019 academic years.

- Moved by: Cheryl Pollard
- Seconded by: Margaret Milner

**Carried**

**4.2 FN-03-12-01-2017:** Colleen Maykut will be the Faculty of Nursing representative on the University Promotion Committee for the 2017/2018 academic year.

- Moved by: Cheryl Pollard
- Seconded by: Elizabeth White-MacDonald

**Carried**

**4.3 FN-04-12-01-2017:** Sydney Mosiuk (DPN) will be appointed as a voting member of Faculty of Nursing Faculty Council for the 2017/2018 and 2018/2019 academic years.  
*Motion withdrawn. The Department of Psychiatric Nursing will internally appointment two Nurse Educators to Faculty Council and bring the motion forward at the next Faculty Council meeting.*

- Moved by: Cheryl Pollard
- Seconded by: Jennifer Rice

**4.4 FN-05-12-01-2017:** Mandy McDonald will be appointed as a voting member of Faculty of Nursing Faculty Council for the 2017/2018 and 2018/2019 academic years.

- Moved by: Cheryl Pollard
- Seconded by: Margaret Milner

**Carried**

#### **5.0 Patterns of Student Appeals – Cheryl Pollard & Vince Salyers**

Cheryl sought feedback on what the patterns of appeals mean and what strategies can be used for mitigating the contributing factors being observed with appeals within the Faculty. An in-depth discussion took place on the different appeal levels, how decisions are made and who is involved in appeal meetings. It was emphasized that appeals are handled on a case-by-case basis. The university presently has no set guidelines or provisions for recognizing extenuating circumstances so institutional work is needed on the policy. At the Faculty level, guiding principles are being developed. Some of the key next steps include ensuring that:

- the NPET is completed and administered consistently, and eliminating gaps that may exist.
- faculty know how to write and implement learning plans.
- procedures and resources are available for faculty who identify students at risk.

The Level Facilitators will play an important guiding role and the need for additional supports will be looked at.

#### **6.0 Creation of Indigenous Advisory Council at MacEwan – Margaret Milner**

Margaret was a member of the institutional Indigenous Initiatives working group for the last 1.5 years, however, it was recently dissolved due to the formation of the new institutional Indigenous Advisory Council. The council had their first meeting on November 27. They will focus on implementing the TRC calls to action. The composition of members includes faculty, staff, students, elders and community representatives.

The new Faculty of Nursing Indigenous Initiatives working group is being co-chaired by Peter Vermeulen and Paula Culling. The group will be finalizing Terms of Reference to bring to the next Faculty Council meeting. They are also seeking an elder to join the group.

## **7.0 Information Items**

### **7.1 IT Management Committee Update – Holly Symonds-Brown**

Changes to the BlackBoard online grading platform will be implemented on December 22. Blackboard will be down on that date. The changes are expected to be minimal and will not require a rollout.

### **7.2 International & Global Health Initiatives Working Group Update – Vince Salyers & Liz Burgess-Pinto**

The Faculty International Global Health Initiatives working group is looking at ways to engage faculty in exploring and participating in international and global opportunities and ways to identify available resources. The group has developed guidelines and a process for people to follow which will be finalized at their next meeting.

The HLST 400 promotional video for Ukraine was presented and it was noted that so far 17 students have applied to the Ukraine study abroad course planned for May 2018. Collaborative work is on-going with faculty at Ternopil State Medical University. The HLST 400 delivery to the Dominican Republic is being planned for June 2018.

**Meeting adjourned at 10:36 a.m.**