Meeting Minutes
Meeting #15 of Arts and Science Faculty Council, held Wednesday, February 11, 2015 in Room 5-142, was called to order by Craig Monk at 4:00 p.m.

Present

I. Adoption of Agenda
Motion # 51 That the agenda be approved as circulated.
Skye/Honey Motion: Carried

II. Academic Technology Forum (M. Hills)
• MyStudentSystem is up and running and already downloaded by hundreds of students;
• Faculty can access Google Drive through the portal. If they have any issues with installation, they should contact TechSupport;
• Internet connectivity was significantly enhanced this past summer;
• Negotiations are underway that will enable faculty and students to have Microsoft Office for free while they are faculty and students of MacEwan University;
• The university is exploring options for the near future in moving at least some of our systems, including faculty email, away from Novell. Microsoft or Google are options that are being explored. This will likely happen over the next year or two;
• Feedback received from faulty showed a desire for improvements in (1) access to, and support for, different computing systems, (2) technology support responsiveness and communication, and (3) continuity of resources and facilities within classrooms;
• Additional issues include lab/research computers, laptop adapters, and term laptops loans for sessional faculty.

III. Approval of Minutes: Meeting #14 December 5, 2014
Motion # 52 That the minutes be approved as circulated.
Buro/Digdon Motion: Carried

IV. Items arising from the minutes.
• No items were raised.
V. Dean’s Report

• Parking rates are, as part of ancillary services, the responsibility of the Vice-President, Finance and Administration, and announced increases will have been approved by President’s and Vice-President’s Group. Specific rate increases were not disclosed before the announcement on Monday, February 9. New rates come into effect on July 1, 2015.

• At the urging of Executive Committee, the upcoming budget report will outline the potential impact on Arts and Science of a freeze or reduction in the operating grant afforded MacEwan University.

• As much of our $900,000 discretionary budget as possible has been placed under the control of individual departments. Where this money is used to underwrite activities like student conferences and visiting speakers, for example, groups should acknowledge the support of the Faculty of Arts and Science.

• As a result of the hiring restraint undertaken by the institution, we may take our eleven academic searches to the point of recommendation to the Provost, but no position will be filled without the explicit approval of the President. We have proceeded with campus visits in our first four competitions. In an attempt to pace the remaining competitions to match the likelihood of definitive guidance on budget, ASACs are just now being formed for the remaining searches.

• We have a newly-ratified collective agreement that, amongst other things, aligns many of our processes with those of universities across the country.

• Six rank and title applications from the Faculty have been adjudicated at the Faculty and the University level, and all six of our colleagues were successful in achieving the rank for which they applied. Our eleven hearings for continuing status are ongoing, and, with the exception of one case granted extension, that work should be completed in March.

• There are two chair appointment processes underway. Dr. Shahid Islam is seeking a second term as Chair of the Department of Anthropology, Economics, and Political Science. Dr. Lynne Honey is seeking appointment as Chair of the Department of Psychology.

• Dr. Rob Wiznura will seek appointment to a three-year term as Associate Dean (Students), a position he has held on an interim basis since July 1, 2014. The competition will be open, and, as part of our spring elections, we will choose a search committee.

• Sabbatical adjudication has concluded after some delay. Eleven sabbaticals were funded across the institution, and six of the seven recommended out of the Faculty of Arts and Science have been approved.

• A town hall with our sessional and sessional-extended colleagues was well attended. They raised a number of interesting concerns, and they expressed a desire to participate robustly in governance and in the further development of our academic community.
As the Provost continues his consultation with Aboriginal leaders in pursuit of our Strategic Plan, our Faculty has begun discussions with Amiskwaciy Academy in Edmonton on a duel credit initiative.

MacEwan University’s Fund Development Office continues to seek support for our new building and our scholarship endowment. The Faculty of Arts and Science has also identified the further development of our learning infrastructure as a project that may interest prospective donors.

We will renew our approach to Open House. An event designed, originally, to showcase our campus became, over time, a recruitment event. As we near capacity in conventional delivery, and exceed our targets in certain areas, Arts and Science needs a different focus. The Associate Dean, Students will represent us on a University committee to organize next year’s Open House, and we will include departmental colleagues who have been most active in the past in organizing this event.

A small working group is looking to review our practices for engaging with retired faculty and staff. One of the measures of to be undertaken that will be of greatest interest to this Council is a commitment to the regularly-scheduled review of the Emeritus Faculty Policy during 2015.

Finally, the on-site visits for the B.Sc. review are scheduled for the second week of March. We all look forward to working with reviewers to move along a process that has taken the time and effort of so many of you over the past eight months or more.

VI. Items for Action

a. Report from Program and Curriculum Committee

Motion #53 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to the Department of Computer Science, Program of Study for the Computer Science Major.

Lorkovic/Meleshko  Motion: Carried

Motion #54 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to the Department of English, Program of Study for the English Major.

Lorkovic/Meleshko  Motion: Carried

Motion #55 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to the Department of Humanities, Program of Study for the History Major.

Lorkovic/Meleshko  Motion: Carried
Motion # 56 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body ENGL 215, ENGL 243, and ENGL 288.

Lorkovic/Meleshko Motion: Carried

Motion # 57 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body SCIE 201.

Lorkovic/Meleshko Motion: Carried

Motion # 58 That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body to deactivate EDIT 202, EDUC 211, GENE 420A, GENE 420 B, PHIL 350, and PSYC 341.

Lorkovic/Meleshko Motion: Carried

b. Requested Changes to the URDC Advisory Council

Motion # 59 That Arts and Science Council endorse changes to the URDC Advisory Council.

Stepnisky/Hayduk Motion: Carried

c. Membership on Arts and Science Faculty Council Standing Committees

Motion # 60 That Arts and Science Council require its Executive Committee, in advance of elections for the 2015-16 academic year, to modify the membership of its existing standing committees, as well as any new standing committees that might be required by Academic Governance Council in keeping with the new Collective Agreement, so that they align with the following principles:

a. Members should be elected, in equal numbers, from the Humanities, the Social Sciences, and the Natural Sciences;

b. Except where a committee is performing an executive function on behalf of the Faculty, the committee chair should be chosen by the group;

c. Where the Dean sits instead of a designate, Associate Deans should be ex-officio members, non-voting;
d. Executive Committee should have a co-chair, to facilitate reports of that committee to Arts and Science Council;

e. Membership terms should be staggered so that the departure of members at the end of their terms does not disrupt the functioning of committees;

f. The Dean should appoint one different member to each standing committee, preferably for terms shorter than those of elected members, in order to facilitate professional development;

g. The specific requirements of Academic Governance Council and the Collective Agreement must precedence over any of the principles outlined above.

Honey/Skye

Motion: **Carried**

Motion # 61 That Arts and Science Council require its Executive Committee to bring forward revised terms of reference for approval by Arts and Science Council by the end of Fall 2015.

Honey/Skye

Motion: **Carried**

**d. Sessional Membership on the Arts and Science Council**

Motion # 62 That Arts and Science Council require its Executive Committee to bring forward, by the end of Fall 2015, recommendations on sessional and sessional-extended participation in collegial governance.

Stepnisky/McKeown

Motion: **Carried**

VII. Items for Discussion

a. Administration of the Bachelor of Science in Engineering Transfer Program
• Starting in July 2015, the Engineering transfer Program will have new operating principles;
• Transfer Program Coupled with Baccalaureate Admission; students who are admitted into Engineering could have the option of continuing in a B.Sc. program or transfer to the University of Alberta Engineering program;
• The Engineering program will be a multidisciplinary program with courses being taught out of several departments;
• The Engineering program will have a Program Coordinator who provides administrative oversight to the multidisciplinary program;
• Continuing member of the program will be assigned to the Department of Mathematics and Statistics;
• The Engineering students classes will count as credit toward B.Sc. program with the exception of “Orientation to the Engineering Profession”;
• Changes to class sizes will be contemplated only with overall commitment to reduce class sizes everywhere;
• We will further explore relationships in Western Canada so that our students will have options to transfer into other programs;
• Currently, our Engineering cohort is 216 and there is no scope to increase the number of students;
• If we cannot establish a 75% of students continuing into an Engineering program in Western Canada, then we should reduce the cohort to 144;
• We will continue to provide excellent student support, like “Boot Camp,” to our Engineering students.

b. Budget Report
• Alberta Government plans on releasing provincial budget in March;
• Dean’s Office worked with Department Chairs to put together a plan for budget cuts which will go to Executive Committee for endorsement;
• Dean’s Office consolidated courses so that we could correct inefficiencies in classes that do not have robust enrollment.

VIII. Items for Information

a. B.A. Program of Study Changes
• Currently, Program and Curriculum is going through the process to make changes to the B.A. Program of Study;
• Departments and Faculty are being consulted so that Program and Curriculum can get feedback on the changes.

b. Minutes of Executive Committee were distributed.

IX. Adjournment
Motion # 63 That Council adjourn at 5:40 p.m.
Honey/Carroll Motion: Carried

X. Question Period
• Question Period was not minuted.