**Arts and Sciences Faculty Council**  
**Minutes of Council**

**Meeting #:** 17  
**Date:** Thursday, September 24, 2015  
**Time:** 4:00 pm – 5:30 pm  
**Location:** Room 9-323 (Kule Theatre)  
**Initial Motion #:** 92

**Present:**  

**Regrets:**  
M. Das, A. Enggist, Indratmo, B. Migaj, A. Penney, A. Pieńkowski, R. Roth (Student Member)

**Move into Session:** The meeting was called to order by Craig Monk at 4:05pm.

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<tr>
<th>Item I</th>
<th>Adoption of the Agenda</th>
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<tr>
<td><strong>Motion # 92</strong></td>
<td>That the agenda be approved as circulated.</td>
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<td>Carroll/Mckeown</td>
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<tr>
<th>Item II</th>
<th>Approval of Minutes of Meeting #16, April 27, 2015</th>
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<td><strong>Motion # 93</strong></td>
<td>That the minutes be approved as circulated.</td>
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<td>Irwin/Buro</td>
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<th>Item III</th>
<th>Items Arising from the Minutes</th>
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<td>None.</td>
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<th>Item IV</th>
<th>Dean’s Report</th>
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<td>· Jeff Stepnisky has been chosen, by Executive Committee, as its Co-Chair and as Council Vice-Chair. Executive can now bring forward items at arm’s length from the Dean. Where discretion is delegated to the Dean through the President/Provost, the Dean will be advised by the “Directorate” (Associate Deans and Directors in the Cabinet and members of Dean’s Advisory Group).</td>
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· An Action Plan in response to the B.Sc. review is expected at Council in October.
· The Faculty of Arts and Science is pleased to welcome Katie Biitner in Anthropology, Economics, and Political Science; Amanda Nelund in Sociology; Anna Pieńkowski in Physical Sciences; and Kelly Summers in Humanities.
· We have had two departures from the academic ranks: Jeffrey Andrews, Mathematics and Statistics, and Alex Feldman, English.
· Requests for approximately a dozen new hires were vetted by Dean’s Advisory Group, and a staffing plan has been submitted to the Provost. We hope to be able to do more than simply fill past vacancies.
· The 2014-15 Rank and Title process saw Cameron Macdonell, Computer Science, promoted to Assistant Professor. The following colleagues were promoted to Associate Professor: Calin Anton (Computer Science), Craig Blatz (Psychology), Mark Furze (Physical Sciences), Melissa Hills (Biological Sciences), Ron Meleshko (Computer Science), Sharon Bratt (Computer Science). We anticipate twenty cases for continuing status and/or promotion for 2015-16.
· The President announced, in his newsletter, the formal composition of Executive Council and Deans’ Council. On a related note, the Provost and Vice-President Academic is advertising, internally, for a Vice-Provost.
· The Performance Evaluation Document passed by this Council some years ago during the deanship of Dr. David Higgins will form the basis of the evaluation of annual reports submitted by September 15, 2015. The new criteria, intended to guide colleagues in their duties during 2015-16, was passed by Council last spring. Executive hopes to make further revisions to that document to bring back to the Council in advance of September 1, 2016.
· In developing its work plan, Executive Committee is looking, further, to review Council bylaws, Terms of Reference for Department Councils, and sessional participation in governance during 2015-16.
· Arts and Science courses enrolled to 92% capacity for Fall 2015. Thanks to Naomi Beke and her colleagues for excellent management of the scheduling and enrollment processes. Working with our colleagues in the Office of the University Registrar, new application deadlines went smoothly, and we greeted 870 new students to the B.Sc. and 950 students to the B.A. Once our program students had the opportunity to access seats in our courses, we opened up registration. Our Faculty School Advisors deserve thanks for their assistance with Open Studies students.
· Mark Wheller resigned as Faculty Governance Coordinator in order to complete his doctoral studies. The search for his replacement is underway.
· In recognition of the University as a self-governing community of scholars, the Faculty of Arts and Science has been successful in securing a small token of our Faculty community. Lapel pins are available from the Dean’s Office. Please wear them with pride.
Question from the floor regarding appointment of a Vice-Provost. Dean’s response: additional help is necessary for the Provost to manage a complex portfolio; simplifying the Provost’s duties will also require the institution to empower other administrators to assume the responsibilities associated, at other universities, with these roles.

Item V  
**Sexual Violence Prevention Education Committee** 
Michelle Plouffe, Vice President and General Counsel, made a presentation to Council. For further information, members can visit http://www.macewan.ca/wcm/Administrative/SexualViolence/index.htm.

Item VI  
**Community Engagement Working Group** 
Carolyn Ives, Curriculum Coordinator, Café, made a presentation to Council. She invited feedback at IvesC2@macewan.ca

Item VII  
**Items for Action**

* Report from the Program and Curriculum Committee

Motion #94  
**Meleshko/Digdon**  
That Arts and Science Council designate course numbers 398/498 for Independent Study courses.  
Motion: **Carried**

Motion #95  
**Meleshko/Digdon**  
That Arts and Science Council designate course number 497 for Capstone courses.  
Motion: **Carried**

Motion #96  
**Meleshko/Digdon**  
That Arts and Science Council designate course number 499 for Honours Thesis courses.  
Motion: **Carried**

Motion #97  
**Islam/Digdon**  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to ECON 212, ECON 414, and ECON 421.  
Motion: **Carried**

Motion #98  
**Lorkovic/Digdon**  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body CLAS 101.  
Motion: **Carried**
Motion #99  
Lorkovic/Digdon  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body HIST 362.  
Motion: Carried

Motion #100  
Lorkovic/Digdon  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to HIST 366.  
Motion: Carried

Motion #101  
Lorkovic/Digdon  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body LATN 201.  
Motion: Carried

Motion #102  
Lorkovic/Digdon  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to PHIL 370 and PHIL 402.  
Motion: Carried

Motion #103  
Buro/Digdon  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to MATH 420 and STAT 151.  
Motion: Carried

Motion #104  
Withey/Digdon  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body CHEM 320, CHEM 341, and CHEM 441.  
Motion: Carried

Motion #105  
Withey/Digdon  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body EASC 271.  
Motion: Carried

Motion #106  
Withey/Digdon  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to EASC 230.  
Motion: Carried

Motion #107  
Withey/Digdon  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body PHYS 330.  
Motion: Carried

Motion #108  
Stepnisky/Digdon  
That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to SOCI 301, SOCI 424, SOCI 470, and SOCI 477.  
Motion: Carried
b)  Ukrainian Resource and Development Centre Advisory Council Membership

Motion #109  That Arts and Science Council approve each of the following eleven members to serve a one-year term on the URDC Advisory Council, 2015-16.

Krys/Heyduk  Motion: Carried

List was provided with Agenda, Enclosure 4.

c)  Appointment Review and Promotion Committees

Motion #110  That Arts and Science Council approve the following members and alternates to serve on Faculty Appointment Review and Promotion Committees, 2015-16.

Skeffington/Mckeown  Motion: Carried

List was provided with Agenda, Enclosure 5.

d)  Student Advisory Board Procedures

Motion #111  That Arts and Science Council approve procedures for implementing Arts and Science Student Advisory Boards.

Lorkovic/Davis  Motion: Carried

1.5 was rephrased to read: “A Chair will be chosen by Advisory Board members. Whenever possible, the Chair will be a student.”

Item VIII  Items for Discussion

a)  Budget Report

The 2014-15 Faculty of Arts and Science budget was overspent, slightly, but this was attributable to the cost of employee benefits;

- The Faculty’s 2015-16 allocation (approximately $30m) reflects a $172k reduction due to budget pressures on the University;

- Some additional, permanent funding was added to sustain summer schedule growth;

- 98% of the Faculty’s budgeted spending is taken up by salaries and benefits;

- We will receive a budget allocation to cover salary increases (COLA and increments): welcome news;

- Procedurally, Departments will again model what they would do if required to reduce by 3%; We will again monitor projected unspent funds that could be used during 2015-16 for initiatives that will benefit the classroom experience for our students.

Item IX  Items for Information

a)  Minutes of Executive Committee: Meeting #7, April 9, 2015

- As circulated.

b)  Faculty of Arts and Science Academic Staff List  As circulated.

- Noted that Ross Shaw should be listed as “Assistant Professor.”
Item X  
Motion # 112  
Skeffington/Carroll  

Adjournment  
That Council adjourn at 4:20 pm.  

Motion: Carried  

Item XI:  
Question Period - Not minuted