Arts and Science Faculty Council

Minutes of Council

Meeting #: 21
Date: Monday, April 25, 2016
Time: 1:30 p.m.
Location: Room 9-323 (Kule Theatre)
Initial Motion #: 155

Present:
C. Monk (Chair) K. Corrigall Indratmo D. McFadyen M. Ross
B. Snefjella K. Davies J. Irangu D. McGugan C. Ruiz Serrano
(Secretary) J. Davis B. Irwin H. McKenzie M. Schalomon
L. Amundson, M. Degner S. Islam N. McKeown M. Sekulic
J. Baker N. Digdon M. Jarick V. McLean R. Shaw
C. Bailey S. Digweed K. Judge D. McMann T. Smereka
N. Beke P. Farvolden S. Jung R. Meleshko A. Spahr
E. Beltaos E. Ferede K. Kim-Bernard C. Mensa J. Stepnisky
N. Bernstein K. Friesen R. Knos R. Mewhort A. Tcaciuc
I. Bica L. Gelmini S. Krys B. Migaj K. Thurairajah
K. Biitner D. Grant R. Lepp (Student) S. Mills J. Toth
C. Blatz K. Harcombe J. Llano C. Panjvani T. Vongpaisal
F. Boag V. Henitiuk D. Locky A. Penney D. Watson
JC. Boucher M. Hills E. Lorkovic M. Perschon J. Withey
M. Carroll E. Hollis-Berry S. Manouchehri H. Pick R. Wiznura
C. Colonescu L. Honey M. Mark R. Powell R. Wojtowicz
S. Copland A. Howell D. Martin J. Robinson

Regrets:
A. Enggist V. Henitiuk J. Skeffington C. Striemer
T. Hamilton R. Schmaltz A. Skye P. Sullivan

Move into Session:
The meeting was called to order by Craig Monk at 1.36 p.m.

Item I
Motion #155 Adoption of Agenda
A. Tcaciuc/M. Carroll
Move that the Agenda be approved.
Motion: carried

Item II
Motion #156 Approval of Minutes of Faculty Council #20, February 9, 2016
L. Honey/L. Krys
Move to approve the Minutes of Faculty Council #20, February 9, 2016, with minor correction to regrets.
Motion: carried
Item III  
**Items Arising from the Minutes**

- None

Item IV  
**Dean's Report**

- Faculty Council held a moment quiet of reflection upon the passing of Dr. Ross Shaw’s mother who was a founder of the Department of Biological Sciences.
- Course assignments have been finalized for 2016-17. By 2017-18, the assignments for Type 1 workloads will, by mutual agreement, fall within the range of 260 and 280 Instructional Hours.
- After discussion with Senior Administration, Communication Studies will not pursue a move to the Faculty of Arts and Science.
- Faculty member feedback on the handling of the course release issue raised last Council demonstrated strong support for the BASI mandate and advised the Dean to direct available funds to recognition of meritorious evaluations.
- A survey of faculty members will guide our Research and Professional Development Committee in supporting research initiatives for 2016-17.
- In response to the B.Sc. review, a proposal for new major in Applied Statistics is being developed. Letters of intent from the Department of Physical Sciences, to the Board of Governors, for additional new majors is anticipated.
- In order to regularize the appointments of faculty colleagues without rank, Instructional Assistants will move to Program Services by July 1, 2016.
- The Faculty will now offer members a choice of one of four computer configurations, two PCs and two Macs. If after choosing, further ergonomic accommodations are needed, a standard, desktop PC may be redeployed.
- All departments should prepare their staffing requests for the August meeting of Dean’s Advisory Group, where they will be vetted by Department Chairs.
- The Provincial budget gave MacEwan a 2% operating grant increase, plus additional money equal to any proposed increase in tuition.
- The Dean attended recent meeting of academic administrators in Montreal. Sessions on indigenization and trends in library initiatives were notable.
- Under new institutional budgeting rules, the Faculty is now permitted to save 1% of its operating budget, currently about $300k, as a contingency.
- The Dean’s Office is currently accepting, from departments, requests for one-time funding to buy teaching equipment and small infrastructure.
- Ten of the 13 Arts and Science colleagues who went forward for promotion this year were successful. Promotions are effective July 1 and will be announced at the first meeting of 2016-17.
- Election results for Standing Committees for 2016-17 have been announced. Two-thirds of eligible voters participated in the election. Once the full committee membership is finalized the Dean’s Office will send those out.
- Dr. Jeff Stepnisky is going on sabbatical in 2016/2017. His term as the first Executive Co-Chair / Council Vice-Chair marked a step forward in collegial governance, moving executive power from the Dean to Executive Committee.
- Our current Associate Deans and their Department Chairs recently met and agreed on the involvement of administrators in department business. The default expectation is that they will not involve themselves in day-to-day matters of department governance, though they may still be invited to attend meetings, etc.
- Members are reminded that while department business should be discussed in a frank manner at meetings, Department Councils are subsidiary to Faculty Council, and meeting minutes are a matter of public record.
• Arts and Science Convocation ceremony will be held Wednesday, June 22. Dr. Michael Carroll will be Mace Bearer; Dr. Adi Tcaciuc will be Distinguished Proctor; Dr. Robert Hilts will be recognized for his distinguished career.

Item V

AGC Update
• The Faculty Governance Coordinator provided a brief mention of recent AGC items from March and April of interest to Faculty of Arts and Science members.
• All Arts and Science Curricular items prepared and presented to AGC to date for the term have been passed.
• AGC recommended to the Board of Governors amendments to policy B3000: Academic Governance Council Bylaws, effective September 2016.
• AGC endorsed the Indigenous Initiatives Principles and supported the creation of an Indigenous Advisory Council.

Item VI

Items for Action

a) Curriculum and Program Planning Committee items

Motion #157
Move that Arts and Science Council approve and recommend to Academic Governance Council its designated subsidiary body changes to the Program of Study for the Biological Sciences Major and Minor.

J. Davis/C. Panjvani
Motion: carried

Motion #158
Move that Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body the Program of Study for Biological Sciences Honours.

J. Davis/C. Panjvani
Motion: carried (with dissent)

• Council members raised concerns with the proposal that the Biological Sciences honours program should require up to 84 credits within the core discipline. The primary concern was that students’ undergraduate education would be too specialized and that they would lack an interdisciplinary foundation.
• The issue was not specific to the Biological Sciences major, but was raised as this was the first motion on an Honours program of study.
• The Director of Programs and Curriculum indicated that the 63 to 84 credit range for honours, approved previously as part of changes to degree regulations and BSc program of study, was intended to allow departments discretion in the threshold for honours attainment in their field. During consultations similar concerns were raised, but it was decided that 63 to 84 range encompassed approaches across disciplines.
• Members asked, how the proposed Biological Sciences honours program compares with other institutions.
• Representatives from the Department and Faculty Program and Curriculum Committee answered that other Canadian institutions were reviewed and it is comparable with other honours programs.
• It was noted that within the BSc honours structure students must take 36 credits for breadth, plus optional courses, which may or may not be within the discipline. In Biological Sciences and Psychology there are diverse offerings within the discipline.

Motion #159:
Move that Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to the Program of Study for the Business Law Minor.

E. Lorkovic/C. Panjvani
Motion: carried (with dissent)
Motion #160: Move that Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to the Program of Study for the English Major, Honours, and Minor.

S. Copeland/C. Panjvani Motion: carried (with dissent)

- Members asked whether the program of study is sufficiently broad.
- The Director of Curriculum indicated that curricular offerings such as languages, creative writing courses, rhetoric, and linguistics provide opportunity for breadth within the discipline.

Motion #161: Move that Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to the Program of Study for the History Major.

E. Lorkovic/C. Panjvani Motion: carried

Motion #162: Move that Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to the Program of Study for the Philosophy Major (with correction of typo).

E. Lorkovic/C. Panjvani Motion: carried

Motion #163: Move that Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body BIOL 399, BIOL 422, BIOL 499A, and BIOL 499B.

J. Davis/C. Panjvani Motion: carried

Motion #164: Move that Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body CHEM 398, EASC 398, and PHYS 398.

J. Withey/C. Panjvani Motion: carried

Motion #165: Move that Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to CHEM 498, EASC 498, and PHYS 498.

J. Withey/C. Panjvani Motion: carried

Motion #166: Move that Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body COSL 301.

L. Hayduk/C. Panjvani Motion: carried (with dissent)

- Council members asked about how these Community Service Learning Courses would be utilized?
- Associate Dean, Students, Rob Wiznura, indicated that any department can utilize them. A national and/or local course “shell” could also be put forward, though the one introduced currently is international.
- Members had concerns that it is unusual to see this type of course done as a credit course rather than, for example, extension. Why not strike a mandate to departmental curriculum committees to look at this?
- Rob Wiznura advised that the Dean’s Office had been working with departments to try and develop this kind of shell but it was not moving quickly and this work in Ukraine presented an opportunity. Simon Fraser University uses this model, as do
some other institutions. The University of Alberta has a six credit learning course which isn’t an extension.

- In response to follow-up questions, the Dean confirmed that this course would be part of Workload and that the hope is shells like this could provide flexibility to the faculty to work out how to provide this type of course and create some success stories. It would it be offered in summer 2017.

Motion #167: Move that Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to PSYC 440.
L. Honey/C. Panjvani Motion: carried

Motion #168: Move that Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body STAT 398, STAT 465, STAT 496, and STAT 498.
A. Tcaciuc/C. Panjvani Motion carried

b) Performance Evaluation Revision

Motion #169: Move that Arts and Science Council approve the revised Performance Evaluation Criteria.
R. Meleshko/A. Overend Motion carried

- Vice Chair of Faculty Council, Dr. Jeff Stepnisky, introduced the revised performance evaluation criteria. The motion was put forward as a yes or no vote, if Council felt that further changes were necessary, a no vote would allow further work and scope to ensure any material changes align with other key documents such as the Collective Agreement.
- In response to questions from Council members, it was noted that some activities, like supervising student research related to a member’s research could be accounted for in both teaching and research, to the member’s benefit. The document accounts for being able to report some activities things in multiple categories since it is not uncommon for work to cross those categories. Attendance at Faculty Council is not mandatory service, but it and attendance at convocation are in the document to indicate what might count as a minimum of service and to give some sense of basic expectations to new faculty members. Finally, creative work may absolutely count as scholarly work if it is related to the faculty member’s discipline.

c) Amendments to Faculty of Arts and Science Council Bylaws

Motion #170: Move that Arts and Science Council approve the revised Arts and Science Faculty Council Bylaws.
R. Meleshko/A. Overend Motion carried

- Vice Chair of Faculty Council, Dr. Jeff Stepnisky, introduced the revised Bylaws.
- The motion was put forward as a yes or no vote, if Council felt that further changes were necessary, a no vote would allow further work and scope to ensure any material changes align with other key documents such as the
Academic Council Bylaws. This document is brought forward by Executive Committee to Faculty Council.

- Dean Monk noted that the major changes in the document were flagged in the draft for the benefit of members. Changes reflect a desire to bring the Bylaws into better into alignment with the Faculty Collective Agreement; account for more robust ex-officio, MacEwan Staff Association Members, and Sessional instructors within the Faculty of Arts and Science. Changes also included formalizing Executive Committee’s ability to take over for standing committees on an emergency basis.

- Members asked if bringing in outside voices included positions like the Director of Café? The answer is no, while the document now accounts for the Director of the Aboriginal Education Centre, but not the Director of Café.

- In reference to section 7.6 members also asked under what circumstances a standing committee would be unable to function and potentially have its functions taken on by Executive Committee? The general answer is that this might happen be in situations where the mandate of the standing committee could not be fulfilled due to an emergency or some unforeseen circumstance.

- Members also asked whether Section 3. Functions were broad enough to consider, for example, admission criteria. The general answer is that Faculty Council acts as a subsidiary of AGC, and will have a role in curricular matters as defined by AGC. Admission Criteria writ large are dealt with at the institution level currently.

Item VII

Items for Information

a) Minutes of Executive Committee #11

- Dean Monk noted that the Dean doesn’t vote on Executive Committee. The ability to bring issues to Executive Committee without decanal interference or oversight for vetting is important to collegial governance.

b) Greeting from Vice-Provost Cynthia Zutter

- Dr. Cynthia Zutter, Vice-Provost, introduced herself to the faculty in her new role and talked about the creation of a vice-provost position.
- The role of Vice-Provost is a new administrative position so it will evolve. It was created to be flexible and responsive and assist the Provost with academic issues, particularly Research and strategic issues. For example, there will be work stemming from an external review of Research Services in February. There will be a Research Council retreat in May and a key item will be building a strategic plan.
- Dr. Zutter’s new office is near the Research Services Office, faculty members should feel free to contact her.

c) Budget Update

- Notably, the Faculty now has a 1% carry over year to year. This is a meaningful development. How we use the carry-over money is an interesting question and needs more consideration. The President has indicated that it would not be used for paying out additional meritorious performance awards, for example.
- The structures of the Ukrainian Resource and Development Centre have changed, there is now a division between the Chair and Academic affairs, so the $50,000 endowment is now part of academic affairs more broadly.
Heather Pick, Director of Finance and Business Operations provided a brief overview of the Faculty’s finances.

d) BSc Action Plan Update
- Dr. Melike Schalomon, Associate Dean, Administration reported that the BSc program architecture went forward to AGC in March. The new majors under the BSc, from Mathematics and Physical Sciences, will come forward next year. The Department of Psychology is adding the PAPA (Applied Behavioral Therapy) Courses in fall 2016. The Dean’s Office is currently consulting with Department Chairs on blended learning/e-campus. There is ongoing work at the University level on research issues. The mandate for the Research and Faculty Development Committee has been changed with the Bylaws approved today to include teaching. The first round of competitive declarations in Psychology has taken place with success, and Biological Sciences will follow in 2017. Additional departments are going to review the appropriateness of competitive declarations. We are sending weekly emails with events and we’ve started making website changes though there are more communication improvements to be made.

e) Elections to Faculty Council
- The spring 2016 election results for the Standing Committees of Arts and Science Faculty Council were provided to Council for information.
- Almost all positions were filled by the election. Executive Committee will work to identify and appoint those few positions that are still vacant.

Item VIII  Other Business

Item IX  Adjournment
Motion #171  Move that the Faculty Council adjourn.
M. Carroll/A. Tcaciuc  Motion: carried

Item X  Question Period – Not minuted

Future meeting dates: TBD