Arts and Sciences Faculty Council
Minutes of Council

Meeting #: 18
Date: Tuesday, October 27, 2015
Time: 4:00 pm – 5:30 pm
Location: Room 9-323 (Kule Theatre)
Initial Motion #: 113

Present:

Regrets:
C. Zutter, S. Mills, H. McKenzie, A. Overend

Move into Session: The meeting was called to order by Craig Monk at 4:06 pm

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**Item I**

**Adoption of the Agenda**

**Motion # 113**

That the agenda be adopted as amended (time change)

Meleshko/McKeown

**Motion: Carried**

**Item II**

**Approval of Minutes of Meeting #17, September 24, 2015**

**Motion # 114**

That the minutes be approved as amended with minor changes to page 5, last sentence “whenever possible the chair should be a student” and date correction from September 26 to 24

Meleshko/Skye

**Motion: Carried**

**Item III**

**Items Arising from the Minutes**

**Motion # 115**

None

Meleshko/Skye

**Motion: Carried**
Dean’s Report

- **Introductions:** Bronwyn Snelfjellá, new Faculty Governance Coordinator and Dr. Svitlana Krys, as Assist. Professor of English and Kule Chair in Ukrainian Studies.
- **University Events:** three Sexual Violence Prevention Town Halls are upcoming (date/time details provided).
- Departments have successfully modelled a 3% decrease in their budgets for 2016-17 as a contingency. Departments may initiate further discussions about internal reallocations with the Dean’s office.
- **Hiring:** the Faculty has posted advertisements for eight positions (three replacements, and five additions provided by strategic funds. A request will be put to Budget Committee for a) new funds for four additional positions, one each in Anthropology, Physical Sciences, Political Science, and Sociology; and, b) one-time funding for a position to support innovation in delivery of the Psychology program.
- **Appointments/Promotions:** this year, the Faculty has six cases for continuing status and thirteen cases for advanced title to be heard before the end of February.
- **Sabbaticals:** there are six applications for sabbatical for 2016-17. The Faculty Sabbatical Leave Committee will rank these applications for consideration at the University level.
- **Key date:** Performance Evaluation review forms are due to the Dean by November 15, 2015. Evaluations will be completed by February 1, 2016.
- **Departmental Chairs:** Dr. Karen Buro (Math and Statistics), Dr. Jillian Skeffington, (English), and Dr. Jeff Stepnisky (Sociology) are nearing the end of their first terms as Department Chairs. A reappointment process will be initiated for any of them interested in serving a second and final term as Chairs.
- **Governance item:** at the next Faculty Council (December 2, 2015), Executive Committee will bring forward a recommendation to extend, in perpetuity, powers delegated by Faculty Council to its Program and Curriculum Committee. Permission will be sought to give powers to deactivate courses. And, to align better with the Collective Agreement, a proposal will be made to bring to this Council any proposed change to Instructional Hours.
- **Governance item:** Executive Committee is also pursuing bylaw and terms-of-reference review, performance evaluation revision, and sessional governance issues.
- **Field Courses:** the Dean’s Office intends to develop a protocol for offering Field Courses. For the benefit of students, the Faculty would like to expand offerings, bring more certainty to scheduling, and encourage innovation.
- **Note:** the Faculty will continue to make decisions through Arts and Science Faculty Council, a body where all probationary and continuing faculty members have a vote. Preparatory work and recommendations
emerge from standing committees of the Council that have equal representation across all three of the Faculty’s divisions.

- **Event:** Dr. Dave Buchanan, our colleague and Distinguished Proctor, has distributed information about Convocation. The ceremony will take place on November 17 at 9:30am and Faculty are encouraged to attend in support of their students.

**Item V**  
**MacEwan International Update (K. Howard) (Enclosure B / p. 7)**
- Kimberly Howard, Executive Director of MacEwan International provided an update on McEwan internationalization strategy; definition of, and statistics on international students such as countries of origin, and explained supports offered by the International Strategy group to faculty.

**Item VI**  
**Learning Outcomes Working Group: Co-Curricular Record (C. Davis-Herbert) (Enclosure C / p. 15)**
- Catherine Davis-Herbert, Executive Director, Student Affairs, provided an explanation of the Working Group and its work on developing a “co-curricular record” option for MacEwan’s students. A co-curricular record is a secondary reference which students can request to have their extra-curricular activities officially recognized.
- Members asked questions about how the record would work (e.g., can it be requested retrospectively), whether things like identified institutional learning outcomes/goals will be considered in the development of the co-curricular record, cost to the institution, and faculty members’ role

**Item VII**  
**Items for Action**

*a) Report from the Program and Curriculum Committee (Enclosure D / p. 37)*

**Motion # 116**  
That the 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 and Minor  
E. Lorkovic/J. Skeffington  
Motion: Carried

**Motion # 117**  
That the 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 Spanish Minor  
E. Lorkovic/J. Skeffington  
Motion: Carried

**Motion # 118**  
[omnibus]  
That the Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to BICM 330, BIOL 101 and BIOL 103, and BOTN 205  
R. Shaw/J. Skeffington  
Motion: Carried
Motion #119  [omnibus]  That the Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to CHEM 322 and CHEM 410, and to EASC 322 and EASC 330
J. Withey/J. Skeffington  Motion: Carried

Motion #120  That the Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to ENGL 104
J. Skeffington/R. Meleshko  Motion: Carried (with dissent)

Motion #121  That the Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to ENGL 381
J. Skeffington/R. Meleshko  Motion: Carried (with dissent)

Motion #122  That the Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body HIST 206, HIST 214, HIST 476; approve and recommend to Academic Governance Council or its designated subsidiary body changes to HIST 211; and approve and recommend to Academic Governance Council or its designated subsidiary body HUMN 354
E. Lorkovic/J. Skeffington  Motion: Carried

Motion #124  That the Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body INDG 100
J. Skeffington/R. Meleshko  Motion: Carried

Motion #125  [bundled]  That the Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body to deactivate STSS 0001, STSS 0002, STSS 0003, STSS 0004, STSS 0005, STSS 0006, STSS 0030, EASC 208, EASC 294, EASC 374, PHYS 281, and PHYS 472
R. Meleshko/J. Skeffington  Motion: Carried

b)  B.Sc. Self-Study Action Plan (Enclosure E / p. 92)

Motion #124  That the Arts and Science Council approve and recommend to Academic Planning and Priorities Committee that the B.Sc. Action Plan, as presented, be approved by Academic Governance Council.
R. Powell/A. Skye  Motion: Carried

Item VIII  Items for Discussion

a)  Budget Report (H. Pick)
   - Information on Q1 of 2015/2016 is now available.
   - The Faculty has an additional $1 million to account for salary increments and economic adjustments and has also been allocated $300,000 towards student scholarships. This funding provides increased certainty versus recent years.
   - There remains approximately $1.4 million that needs to be considered for expenditure.

b)  Protocol: Student Paid Research and Course Credit (M. Schalomon) (Enclosure F / p. 95)
This protocol is intended to better manage potential conflicts with students doing research work that is paid, for example, in situations where they may also be doing similar coursework for credit.

Item IX  Items for Information

a) Minutes of Executive Committee: Meeting #8, September 4, 2015 (Enclosure G / p. 96)
   - The Executive Committee has approved these minutes, but has since met again and had to approve some minor changes to the BA Program of Study on behalf of the Faculty Council with AGC’s blessing. These changes will be brought to Faculty Council.

Item X  Adjournment

Motion # 125  That Faculty Council adjourn at 5:24 pm
N. McKeown/J. Skeffington  Motion: Carried

Item XI:  Question Period - Not minuted