Faculty Council Meeting Minutes

FACULTY OF FINE ARTS AND COMMUNICATIONS
FACULTY COUNCIL
March 8, 2016
440, CFAC
5:30 – 7:30 p.m.

Chair: Denise Roy

Attendees:
Robert Andruchow Paul Johnston Sony Raj
Ray Baril Michael MacDonald Bill Richards
Craig Brenan Iain Macpherson Chandelle Rimmer
Carole Charette Darci Mallon Rey Rosales
Melissa Cuerrier Lucille Mazo Leslie Sharpe
Eric Doucet Bruce Montcombroux Tom Van Seters
Allan Gilliland Kyle Muzyka Jennifer Spencer
Rose Ginther Kathy Neiman Wayne Williams
Jim Head Doreen Piehl

Ex-officio members:
Michelle Fraser for Mike Sekulic Debbie McGugan Dianne Westwood

Guests:
Meghan Abbott Sherrell Steele
Ken Ristau Kim Warkentine

Regrets:
Rose Clancy Dianne Nicholls Kent Sangster
Brian Gorman Constanza Pacher Scott Spidell
Jim Guedo Peter Roccia Jocelyn Wedman
Marcel Hamel Chris Ryan Annette Wierstra
Nichole Magneson Dawn Sadoway

Minutes: Christine Valentine

1. Approval of the agenda

MOTION to approve the March 8, 2016 Faculty Council agenda.

FFACFC-01-03-08-2016
Moved by Darci Mallon, seconded by Chandelle Rimmer.

MOTION CARRIED

2. Approval of February 10, 2016 Faculty Council minutes

MOTION to approve the February 10, 2016 Faculty Council minutes.

FFACFC-02-03-08-2016
Moved by Bill Richards, seconded by Leslie Sharpe.

MOTION CARRIED

3. Review of February 24, 2016 Executive Committee draft minutes

There was no discussion.

4. Chair’s update

Faculty feedback about the Distinguished Teaching Award policy was sent to the Provost and it appears our concerns about not having two classes of award winners was heard. The existing policy will not be
changed this year, and the existing policy does not state anything about how those recipients will be recognized, or about there being one winner chosen as the overall winner. There is a commitment from the President’s Office that all four recipients will be honoured at convocation. The policy might be expanded further at a later date. There is no update yet on the status of the Emeritus policy.

There is a perennial issue around the lack of nominations for the University Medal of Excellence (formerly the Distinguished Citizen Award). The deadline has now passed but we may be in a situation where the Committee does not recognize anybody and the deadline may be extended. Departments should brainstorm about distinguished practitioners and/or scholars. Denise indicated that if departments have a potential nominee in mind, then the Dean’s Office can provide support in terms of conducting background research and constructing the application to work toward the next deadline in December 2016.

The Bachelor of Design admission criteria will go forward to Committee on Admissions and Transfer (CAT) tomorrow, March 9, and the full Bachelor of Design proposal will go to Academic Planning and Priorities Committee (APPC) on Friday, March 11. There has been substantial progress on the Bachelor of Fine Art proposal and Recording and Production Major in Music. Discussions have also begun again regarding possible minors and majors in Communication.

Individuals have raised concerns about some of the changes that have been made to the new building during the construction process. Though we are not in a position to answer these questions right now, the Dean’s Office is working with Facilities and John McGrath, Chair of the CFAC Project Communications and Change Management Committee, to get a handle on what these changes are. We want to ensure that the changes that have been made are communicated, and to have some clarity around the process to escalate critical changes. We may have limited ability at this point to correct some of these deficiencies. A list of post-occupancy requests has been started. Until now, there has been no one dedicated to assisting with change management, but Amanda Brisson was recently assigned as Project Manager.

We are waiting for clarification around the recent policy change stipulating that anyone travelling needs to use a P-card. Hopefully, there will be some flexibility, especially for sessional faculty.

5. Department updates

**Art and Design**
- Jason Symington currently has an exhibition at CAFÉ
- Constanza Pacher worked the Book of the Year into her type class, and 19 posters created by students will be on exhibit at the public reading tonight. They will then be on display at the library for the next month

**Music**
- Kent Sangster and the Obsessions Octet has been chosen to represent Alberta in the O’Canada in the 2017 Rochester International Jazz Festival
- Ray Baril recently conducted the Edmonton Symphony Orchestra featuring Colin James, was a guest director and
soloist with the Saskatoon Jazz Orchestra, and recently premiered the piece *Procol Fantasy* by Allan Gilliland with the New Edmonton Wind Sinfonia at the Haar Theatre

- Chris Ryan is presenting his graduation composition recital this evening

**Theatre**

- Sessional faculty member Jacqueline Pooke was nominated for an outstanding teaching award in St. Albert
- Noel Howard’s *Wish You Were Here: The Ultimate Traveller’s Guide to the World!* Runs from March 4 – 12 at the Varscona Backstage Theatre, featuring Theatre Arts alumni Kendra Connor and Cathy Derkach. Stage Manager is Liz Allison, a grad of both the Theatre Arts and Theatre Production programs; Lighting Designer is Theatre production alumnus Matt Currie; faculty members Kate Ryan (Director), Cindy Kerr (Choreographer) and Melissa Guerrier (Costume Design) are all involved in the production
- *Heathers The Musical* runs from March 31 – April 9 in the Theatre Lab

There were no updates from the Departments of Arts and Cultural Management and Communication.

6. **AGC update**

   There was no AGC report. To view detailed AGC reports, follow this link.

7. **New business**

   7.1 **CFAC library consolidation update –Debbie McGugan**

   The City Centre library is facing expansion issues because it was not originally built to support so many students. There is not a lot of space available, so collections at CFAC will have to fit into the existing footprint at CCC. The Library was able to reclaim some space from IT and in the west end of the library from art history sessional instructors. No study space will be lost, but there will not be any additional space either. The Library is participating in a meeting next week to discuss the issue of equipment distribution in the new CFAC.

   7.2 **Marketing Task Force update –Rose Ginther**

   Rose Ginther provided an update on the Marketing Task Force, which met last week. So far, activities include revising the recruitment materials, which should go out to department chairs soon. Contact cards were also created to capture potential applicant information that advisors can follow up on. Few have been filled out at this point, but they are hopeful that more potential students will show interest.

   The Task Force also discussed the issue that counselor newsletters do not necessarily get passed on to high school fine art, music and drama teachers. We may need to reconsider how this information is getting to the teachers. Website revisions are very slow, but they have limited staff to make the requested changes. One of Web Service’s first priorities is to revise department webpages by the summer. Urgent changes can generally be made quickly, upon request.

   The additional funds granted to this faculty for media purchasing have almost been exhausted for the year. There is some money left, and the Task Force is hopeful that they can offer some suggestions for how
this money might be spent. The faculty/alumni road show has been advertised and hopefully some sessions will occur before the end of June 2016.

We are not seeing additional applications at this point, despite new marketing efforts. The Task Force feels that we need to do something more than what the Marketing/Communication office has accomplished. The Task Force recommended that discussions about recruitment should occur at the department level. The Task Force requested that each department add this item to their meeting agendas so they can come with some ideas to the April 6 Faculty Council meeting.

Possible ideas recommended by the Marketing Task Force:

- Brainstorm ways to capitalize on grad shows and info sessions
- Hold a student-for-a-day event across the faculty; at least one day in each of the fall and winter semesters
- Hold a campus-wide event, possibly in the Haar Theatre, to welcome students
- Use social media across the departments
- Promote faculty and student research
- Promote entrance awards more aggressively

During the update, the following questions arose:

- What did Marketing do with our initial list of ideas, and can they provide a list of what they have already done?
  - They have followed up on some of the issues but we are not getting results. We need to start thinking about what we can do at the department level
- We need to find ways to be more in touch with Recruitment
  - Marketing and Recruitment used to be two separate departments and they are only now working together
  - Statistically, it can take 2-3 years to see marketing results

Kathy Neiman provided an update on the Information and Technology Management Committee. She provided an overview of the Committee’s mandate, accountability and membership, and listed recent items the committee has dealt with, including: the implementation of updates to modules in PeopleSoft; the security of the network and risk assessment; issues around the encryption of laptop and mobile devices and ways to mitigate risk for social media; and, ongoing issues with network and wireless connectivity.

Microsoft services will soon be replacing GroupWise. Lynda.com will be discontinued at MacEwan but will continue to be available for MacEwan staff and faculty through the Edmonton Public Library. A Virtual Desktop Infrastructure (VDI) will be phased in over the next two years, which will only affect Windows environments. A new classroom standards demo is set up in room 7-284 at CCC, and interested faculty should contact Nik Fisher at fishern@macewan.ca to view it.

Processes will soon be in place around data security and technology
requirements for the new building.

If there are issues related to classroom support, and they are not resolved by the Help Desk or if the issue does not seem appropriate for the Help Desk, faculty were encouraged to send their concerns to Kathy, who can take them to ITMC.

7.4 Communication request update

Denise announced that the Provost has made a decision relative to Communication’s request to leave this faculty. He has stated that the current structure will not change. This has been a lengthy and difficult process. Denise understands that Communication faculty are disappointed with the outcome, but is focused on how to move forward as a united faculty. The Provost will be meeting with Communication faculty in early April. Denise and Lucille have met and have gone through a long list of issues that need to be addressed. The other departments also sent a letter to the Provost and the President to address how they see the future of this faculty.

7.5 Curriculum Committee Terms of Reference – Executive Committee

There was one suggestion to create smaller working groups or sub-committees that would be able to do a more detailed review of proposals. The concern is that this committee has a heavy workload and that is short circuiting processes that require quality work. Others expressed that they were uncomfortable dividing up tasks to working groups that were clearly curriculum related. The motion was deferred pending further discussion by the Committee and Executive.

7.6 Executive Committee Terms of Reference – Executive Committee

There was a suggestion to change the composition of the Executive to include representation from each department. There was a general consensus that the Executive should not be comprised only of Department Chairs as there is already a Chair’s group. If a department does not have a candidate, the position could simply remain vacant until it is filled.

7.7 Research Council presentation – Meghan Abbott

Meghan Abbot was invited to speak about the changes that the Research Council’s Terms of Reference are undergoing, as well as to some of the benefits of forming a faculty-level research committee.

Meghan explained that the mandate of the Research Council is not changing; they are removing one responsibility from its role, which is to adjudicate internal grants since this task inhibits them from addressing other issues in their mandate, such as engaging faculty, making recommendations on faculty needs, and to support faculty research in the institution.

Meghan suggested that a dedicated research committee at the faculty level is beneficial. The Research Council contains only one representative from the faculty, so a faculty-level research committee would represent the specific research interests of FFAC. Research committees develop research plans relevant to the faculty and harmonize diverse interests of the faculty, e.g. AFA has revised their grant application and want to see all proposed programs integrated into one application. A research committee could help facilitate this process. Peer support is also a very beneficial aspect of having a faculty-level research committee.
During the presentation, the following questions arose:

- Will there be a communication piece about Research Council changes?
  - We need to have formal approval from AGC first, which is still in process. The framework for adjudication is public, so the applications will not change.

- Will there be some kind of document about the specific responsibilities of the Research Council?
  - Allan Gilliland, the incoming Chair of the Research Council, announced that the RC will be holding their strategic retreat in May where they will be discussing a plan for engaging and communicating with the broader MacEwan community.

- What are the efforts taken from Research Council to showcase individual faculty research?
  - There is already a Library initiative called RO@M, which is an institutional repository that showcases individual faculty work. The Library is attempting to mine information from faculty annual reports to keep this repository up-to-date.

7.8 Possible bylaw changes –Denise Ray

Recommendations

- There was support for the addition of a separate Research Committee. The Executive will also review the terms of reference of the other committees once more in light of this addition.
- There was a question about eliminating the faculty development committee because much of its work is now done by CAFE, however Kim Warkentine advised that faculties are required to have a faculty development committee according to the Faculty Development policy.

7.8.1 Notice of motion

A formal notice, including the details of proposed changes, will come forward at least three weeks in advance of the meeting at which bylaw revisions will be voted on.

8. Committee reports

8.1 Curriculum Committee –Rey Rosales

The Curriculum Committee reviewed terms of reference. No MCS were brought forward for approval.

8.2 Faculty Development, Research, and Sabbatical Committee –Rey Rosales

A limited call for the remaining $5,000 was put out to full-time faculty to apply for funding, deadline March 15.

8.3 Visiting Scholar and Artist Committee –Rey Rosales

The Committee has completed their tasks for this year and will begin to plan for next year in the spring.

9. Open discussion and future agenda items

There was no discussion.

10. Adjournment

The meeting adjourned at 7:15 p.m.