Faculty Council Meeting Minutes

FACULTY OF FINE ARTS AND COMMUNICATIONS
FACULTY COUNCIL
September 16, 2015
440, CFAC
5:30 – 7:30 p.m.

Chair: Denise Roy

Attendees: Robert Andruchow  Michael MacDonald  Rey Rosales
           Carole Charette  Iain Macpherson  Chris Ryan
           Rose Clancy  Darci Mallon  Dawn Sadoway
           Eric Doucet  Lucille Mazo  Kent Sangster
           Allan Gilliland  Bruce Montcombroux  Leslie Sharpe
           Rose Ginther  Kyle Muzyka  Tom Van Selers
           Jim Guedo  Sony Raj  Scott Spidell
           Jim Head  Bill Richards
           Paul Johnston  Chandelle Rimmer

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

Guests: Marci Chisholm  Dorothy Ritz
        Ken Ristau  Ron Rooth

Regrets: Ray Baril  Marcel Hamel  Constanza Pacher
         Craig Brenan  Nichole Magnuson  Doreen Piehl
         Melissa Cuerrier  Kathy Neiman  Peter Roccia
         Brian Gorman  Dianne Nicolls  Annette Wierstra

Minutes: Christine Valentine

1. Approval of the agenda

   MOTION to approve the September 16, 2015 Faculty Council agenda.

   FFAFCFC-01-09-16-2015
   Moved by Carole Charette, seconded by Rose Ginther.

   MOTION CARRIED

2. Approval of June 11, 2015 Faculty Council minutes

   MOTION to approve the June 11, 2015 Faculty Council minutes.

   FFAFCFC-02-09-16-2015
   Moved by Darci Mallon, seconded by Rose Clancy.

   MOTION CARRIED

3. Review of August 25, 2015 Executive Committee draft minutes

   There was no discussion.

4. Chair’s update

   Denise welcomed new faculty members Bruce Montcombroux, Dawn Sadoway, and Scott Spidell, and new student members Eric Doucet and Kyle Muzyka and returning student member Chris Ryan. Denise also welcomed guests Michelle Fraser representing the Office of the
University Registrar for Mike Sekulic, and presenters Dorothy Ritz and Marci Chisholm.

Sessional faculty member John Mahon has resigned, so a call for up to two sessional faculty members will be distributed shortly, and if more than two are nominated, an election will take place at the October 27 Faculty Council meeting.

Faculty were encouraged to submit nominations for the President’s Medal (deadline October 8) and the MacEwan Medal of Excellence, formerly the Distinguished Citizen Program (deadline December 15).

There is a new process relative to title applications. The new Academic Promotion and Review Committee will look at probationary to continuing status, as well as advancements in rank. These committees will include three members from the faculty level on every promotion and review committee, and three faculty from the department level. The FFAC representatives are chosen by the dean, ideally from those who are at the associate level or higher and these people will serve on all review committees. These appointments will be ratified at the October 27 Faculty Council meeting. This year, four faculty members are applying for promotion from assistant to associate professor and two probationary faculty will be applying to move to continuing status.

Faculty and staff will be invited to take a tour of the new building sometime in the fall. The pedway may go back into the plans for the new building, although this has yet to be confirmed, and the new tendering process for a PSVC (Performance Sound Video Communications) package will conclude soon. The August 26 launch for the new art commission Trapline by Brenda Draney was tremendously successful. There is also a new committee related to the Centre for Arts and Culture (PCCM: Project Communications and Change Management Group), which will look at the communications aspect and change management. Rey Rosales will be the main liaison for the committee, and members include Dianne Westwood, Chandelle Rimmer, Nichole Magneson and Christine Valentine. Progress reports for this committee will be delivered at future faculty council meetings by Rey.

Some fundraising and fund development activities in support of the new building will be taking place over the next few months. Faculty may be called on to assist in giving tours to potential donors. There will be a launch of an internal campaign at the end of September and seats will be offered for purchase at a special rate. Other commissions and ways to get involved will be announced as we prepare for what the first year in the new building looks like.

In terms of program development, the Bachelor of Design proposal will come to Faculty Council in the fall, and the Bachelor of Fine Arts proposal may be ready in the spring. There are also two letters of intent for majors within the Music and Communication degrees that will come forward for information at a fall Faculty Council meeting.

There are issues related to faculty governance, specifically the communication department’s request to join the Faculty of Arts and Science. This issue will be discussed in more depth later in the
agenda. We also need to re-visit how some of our committees operate in our faculty, and the role that departments play in decision-making.

The Dean’s Fall Welcome will be held on Monday, September 21 from 4 – 6 p.m.

5. Department updates

Art and Design
- Bruce Montcombroux joined the department
- Carole Charette recently completed research in the UK and will be showing work in CAFÉ on October 29
- Haig Armen, a visiting scholar specializing in user experience design from Emily Carr will be holding workshops in October

Arts and Cultural Management
- A new faculty member from Australia will potentially be joining the department on December 1 if all goes well with her paperwork
- Rose Ginther will be giving a presentation this Saturday at a conference for the Alberta Museums Association
- An EP release party for Beth Portman & The Good Find will take place on September 27 at the Yardbird Suite in support of the Kirby Legacy Memorial Award for the Arts and Cultural Management program

Communication
- Visiting scholar Dr. Karen Ross spoke to students at a recent The Media and the Message class
- Four students are visiting from Hanze University in the Netherlands, and one faculty member will come as a visiting scholar in February
- The program is supporting the referendum for the new SAMU building
- Lucille Mazo recently took part in a symposium in Ukraine

Music
- Paul Johnston will be playing at the Yardbird Suite next week
- Michael MacDonald recently returned from Dubai, where he studied creative industries and economic development
- Bill Richards and Tom Van Seters will be presenting performances at CAFÉ
- Visiting scholars Jim Vivian and Anthony Kelly will give workshops in November

There was no update from the Department of Theatre.

6. AGC update

There was no update as the September AGC report is not yet available.

7. New business

7.1 Update on departments – Denise Roy

Program coordinators have been selected for departments with more than one program: Jim Guedo will be the coordinator for Theatre Arts and Robert Andruchow will take on this role for the Design program. The role of each coordinator is unique; however, they both have some responsibilities in terms of curriculum, such as helping with program proposal documents, advising relative to sessional faculty
appointments, and involvement in recruiting and marketing initiatives. The Fine Art and Design department have now finalized their name as the Department of Art and Design.

7.2 FFAC Marketing Task Force update – Rose Ginther

Rose Ginther gave an update on the FFAC Marketing Task Force. A new marketing and recruitment plan is currently in place. October 1 was the goal for website re-design, which has not yet happened, but Rose encouraged faculty to continue sending them anything that needs immediate updating in the meantime. Rose also provided updates on the six goals of the Task Force:

1. Design a fully-integrated two-year FFAC marketing, communications and recruitment strategy to recruit students and research application and enrollment targets
   - Marketing and Communications are now one entity and are now taking an integrated approach
2. Research and establish best practice for recruitment for fine arts and communications and art management programs
   - Former recruitment strategies were not working for this faculty
3. Increase participation of faculty and alumni in recruitment and marketing initiatives
   - Ways in which faculty and alumni can get involved still need to be determined
4. Increase awareness of FFAC programs and student/graduate success in western Canada and other key markets
   - Keep sending Communications our stories to increase awareness of our programs and our successes
5. Maximize opportunities to use existing scholarships for recruitment purposes
   - The entrance scholarships available for 2015-16 have not been renewed for 2016-17 yet, but we are continuing to work on it
6. Attract a higher number of more qualified/talented applicants
   - Still trying to determine how many students are ideal for each area. Marketing is taking advantage of social media tools and hope to see an increase in our number of applicants

7.3 2014-15 FFAC Faculty Council annual report – Denise Roy

AGC has requested that faculty and school councils begin to submit annual reports of the previous years’ activities. The report was presented for information as the deadline was before this meeting. The new name for the Department of Art and Design was flagged to include in the report on this year’s activities.

7.4 BCS request process update – Denise Roy

The Faculty Council passed a motion in June to create an Ad Hoc Review Committee, and the following members have been agreed upon by Denise and Lucille: Lucille Mazo, Peter Roccia, Brian Gorman, Roberta Laurie, Darci Mallon, Allan Gilliland, Robert Andruchow, and Michael MacDonald. Alan Vladicka was hired as facilitator and will prepare a formal interim report for the Council, which will be a summary of the discussions. A committee schedule is currently being developed, with the first meeting before the end of September. Denise
has drafted committee terms of reference, which will be given to members for their input and approved at the October 27 Faculty Council meeting.

With respect to governance structures, Ken Ristau from IAP has written a report that draws a sample of other universities to look at the alignment of programs, the critical size for a faculty, and related structure and governance issues. This report will come to Faculty Council for discussion. An analysis of the financial implications will most likely be done by senior management before a final decision.

Dorothy Ritz gave a presentation on the Learning Outcomes Working Group draft document, which discusses the co-curricular record and institutional learning outcomes.

**Key presentation points**
- The co-curricular record is not an official transcript, and can be used as proof of a student’s extra-curricular experience
- The *Orbis* platform will be used to record and manage this record
- The recommended institutional learning outcomes were developed as a result of planning for the co-curricular record

**The following questions arose during discussion:**
- Will the co-curricular record be available for students who have just finished their degree?
  - No; students have from July to the following July to report extra-curricular work
- How will faculty ensure that this information is input into the system correctly?
  - An appointed validator can login to the platform to validate the record
- Does it include non-credit, continuing education for example?
  - This was not discussed by the working group
- Does the co-curricular record include certificates that run parallel to degrees?
  - This was not discussed by the working group
- Does the co-curricular record include continuing education courses?
  - No, but these courses can be recorded on the educational/life-long learning transcript, as long as the courses are coded correctly
- Was there any thought to connecting the co-curricular record to program-level learning outcomes rather than institutional-learning outcomes?
  - This was not considered. Faculty can send their suggestions to Catherine Herbert-Davis at davisherbertc@macewan.ca
- How can students opt-in?
  - Students can access the *Orbis* platform through the Career Services website
- Can students use this record to claim PLAR (previous learning assessment)?
  - No, this record cannot be used for academic credit
- Were the eight university pillars considered in forming the
institutional-learning outcomes?

- Yes

7.6 Community Engagement Working Group draft definitions –Michael MacDonald

The Executive agreed to send the Community Engagement Working Group draft definitions to departments, which will give them the opportunity to provide more critical feedback. Feedback from departments can be sent to Christine Valentine.

7.7 Blended Learning Working Group draft definitions –Michael MacDonald

The Executive agreed to send the Blended Learning Working Group draft definitions to departments.

7.8 Process for Student Advisory Committees –Denise Roy

The revised policy moves away from requiring a Student Advisory Committees for every credential. The Executive agreed that our procedure should be to refer this decision to departments. Denise has begun consultations with the new departments and the Department of Theatre would prefer to have one Student Advisory Committee, while the Department of Art and Design may continue with two. An endorsement of this process will be sent to AGC.

MOTION that the FFAC Council delegate the responsibilities outlined in clause 4.1.3 of Policy C3030 to Departments.

FFACFC-03-09-16-2015
Moved by Lucille Mazo, seconded by Rose Ginther.

MOTION CARRIED

8. Committee reports

8.1 Curriculum Committee –Rey Rosales

Key roles

- Syllabi review – new and revised courses
- Degree proposals
- Academic program reviews
- Academic plans
- Admission standards
- Changes to program of study (POS)
- Degree regulations
- Trends – innovations and issues
- Consultation on MCS from other faculties and schools

Rey demonstrated how faculty members can find information relating to upcoming committee meetings and syllabi revisions:

- Access documents on myShare
- OLS – workflow document storage system

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

Key roles

- FFAC Research Fund
- Sessional fund
- FFAC Conference Travel Fund (Winter/Spring call) July 1-June 30
- Your PD allocation
- SURF (Student Undergraduate Research Fund) – FFAC students can apply for competitive funding for up to $1,000
- Fact sheet will be circulated this year
8.3 Visiting Scholar and Artist Committee – Rey Rosales

Key roles
- Four visiting scholars/artists this year
- Another call for nominations coming
- $18,000 left to spend for the fiscal year ending June 2016

9. Open discussion and future agenda items

There was no discussion.

10. Adjournment

The meeting adjourned at 7:30 p.m.

Sexual Violence Prevention presentation – Marcie Chisholm

Website: www.macewan.ca/noplacehere

MacEwan’s new campaign makes a strong statement about sexual violence prevention.

 Useful information on sexual violence prevention can be found at the MacEwan website listed above, including ways in which students can get help, how staff and faculty can support students, and some important resources to be aware of, including the Sexual Assault Centre of Edmonton (SACE) and the Edmonton Police Service (EPS). Training sessions will be available shortly.

Questions and feedback can be sent to Marci Chisholm at chisholmm23@macewan.ca