1. Approval of the agenda

The agenda was approved.

2. Approval of October 29, 2013 minutes

MOTION to approve the October 29, 2013 Faculty Council minutes.

FFACFC-01-11-28-2013

Moved by Allan Gilliland, seconded by Lucille Mazo.

MOTION CARRIED

3. Review of November 14, 2013 Executive Committee draft minutes

There was no discussion.

4. Chair’s update

Many faculty members were part of the most recent discussion about the new building. Additional retail space has been added on the main floor, and the overall development and funding for the new facility looks positive. Construction drawings are going ahead, and 25% completion will be approved in January. Presentations about the new building will be made at CFAC and City Centre campus in the new year. Any questions can be directed to program chairs, Dianne or Denise.

The academic plan portion of the strategic plan is being drafted and will be ready to present to Faculty Council in January. We have received
conditional approval to proceed with 2 faculty hires. One is in the Music program and we will also be adding a faculty position to support the BCS program.

We have had challenges relative to offering Open Studies courses in the spring and summer terms primarily because our current financial model does not allow us to receive revenue for these courses. We would like to see an increase in the use of our facility and FLEs. In recognition of the fact that this model is not working, we have received permission to offer a few additional spring and summer courses.

Exams are stressful for students, and help is available. Faculty were encouraged to speak up or contact Denise if they notice students struggling.

Final grades must be submitted within 5 business days from the final class or assessment. Exams scheduled later in the term may not allow faculty to take the full 5 days to grade exams; therefore midnight on December 19 is the deadline for grade submission. This allows time to calculate academic standing for the students that need it.

At the October 17 meeting, the Executive discussed possible topics that might make interesting discussion items in future agendas. Faculty members were encouraged to send their ideas or feedback to Denise.

5. United Way presentation

Crista Bobowski and Kim Sicoli gave a presentation on MacEwan’s United Way campaign. The goal this year is to raise $65,000. Raffle tickets are still available and the various ways in which individuals can donate are listed on their website. All university and staff members were encouraged to participate, however, individuals who cannot donate can still click ‘decline’ on MacEwan’s pledge form to increase university participation.

6. Committee reports

6.1 AGC—Rose Ginther

The draft strategic plan came forward to AGC and some changes had been made to it based on feedback. There was a regrouping of the 8 strategic directions into 3 categories: academic environment, community engagement and administrative excellence. It was confirmed that there is a strategic direction specially related to sustainability. Strategic direction 2, which stated that undergraduate degrees would make up the structural framework of the institution, has been re-worded to say ‘alignment’ rather than ‘integration’.

The scheduling policy is outdated and will likely be revised to consider academic issues rather than just space utilization.

The Council was scheduled to hear a presentation on employee code of conduct, but they declined. Public sessions are scheduled from now into the new year at all campuses. The presentation at FFAC is on January 23 at 3:30pm in room 203.

A student code of conduct is being considered and would replace the current students’ rights and responsibilities. The Council asked that the student code of conduct be brought to a future Faculty Council meeting for discussion.
6.2 Curriculum Committee – Rey Rosales

Members endorsed the BCS to AACM block transfer agreement. Future development of degrees was discussed.

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

The Committee adjudicated applications for research funding and 7 out of 8 applications were approved, a total of $23,530 in dispersed funds. The Committee is optimistic that a similar amount of funding will be available to applicants next year. The deadline for the Teaching Innovation fund is December 31.

6.4 Visiting Scholar and Artist Committee – Rey Rosales

The Committee is waiting for the contract to be signed by Chip Kidd by the December 7 deadline. Sherrell Steele is managing this process.

7. New business

7.1 Election of sessional faculty member

Melissa Cuerrier and Marian Brant were nominated by Geoff George. Geoff introduced the nominees and described their experience and accomplishments.

Marian Brant has taught at MacEwan since 2000 in production management. Well known in the theatre community, she has been a professional stage manager, the production manager of the Edmonton Symphony Orchestra, and she is currently the general manager for Workshop West Theatre.

Melissa Cuerrier began as a student at MacEwan and transferred to the U of A to earn her BFA. She received her master’s degree last month, and is considering a doctorate in pedagogy in Canadian theatre. Melissa is a local designer and currently teaches wardrobe in MacEwan’s Theatre Production program.

Quorum was not reached and voting was deferred to the January 29 meeting.

7.2 Notice of motion regarding bylaws

The Executive proposed changes to the Faculty Council bylaws. A vote on these changes will be held at the January 29 meeting. Contact Denise if you have any questions or concerns regarding the bylaw revisions.

7.3 Research Council strategic plan

The Research Council asked for feedback on their Strategic Plan for Research. Denise clarified that the Research Council’s strategic plan will likely align with the institutional academic plan once it is finalized. Although the Research Council has used this plan for the last 2 years, they have not been able to execute many of their goals because most their time has been spent adjudicating applications.

Feedback

- Elaborate on the principle listed under goal 1 that discusses improving access to research so that it includes other means of access and the distribution of results
- The third bullet under the heading ‘Research Council Role’ needs more clarification. The Council was unclear about how the phrase “mandate of the university” would align with the 8 pillars since the document was drafted before the strategic plan
- Objective 1 under goal 4, to “develop Faculty Commons”
“(now CAFÉ) programming” was thought to be a great idea, especially if this goal also included broad collaboration with other institutions.

Further feedback can be sent to Jim Head or Rey Rosales.

### 7.3.1 Motion from Faculty Development, Research, and Sabbatical Committee
Voting on this motion will be deferred to the January 29 meeting because quorum was not reached. There was a recommendation to rephrase the motion to specify that the Committee will only be reviewing FFAC applications.

### 8. Open discussion and future agenda items
A request was made to have members RSVP in advance of Faculty Council meetings to ensure quorum is reached.

### 9. Announcements and program updates
Rita Long announced that a group of 14 students applied to Student Services for funding for a design conference in New York and has received $23,000. Lucille Mazo announced that the Office of Sustainability will be putting forth a Green Impact initiative for staff and faculty. More details will follow.

### 10. Adjournment
The meeting adjourned at 6:30 p.m.