Faculty Council Meeting Minutes

FACULTY OF FINE ARTS AND COMMUNICATIONS
FACULTY COUNCIL
January 29, 2014
440, CFAC
5:30 – 7:30 p.m.

Chair: Denise Roy

Attendees:
- Raymond Baril
- Craig Brenan
- Allan Gilliland
- Rose Ginther
- Jim Head
- Michael MacDonald
- Iain Macpherson
- Nichole Magneson
- Darci Mallon
- Lucille Mazo
- Madison Mitchell
- Eva Revitt
- Bill Richards
- Chandelle Rimmer
- Peter Roccia
- Rey Rosales

Ex-officio members: Mike Sekulic

Guests: Melissa Cuerrier, Sherrell Steele, Kim Warkentine

Regrets: Rose Clancy, Brian Gorman, Jim Guedo, Marcel Hamel, Rita Long, Kathy Neiman

Minutes: Christine Valentine

1. Approval of the agenda

   MOTION to approve the January 29, 2014 Faculty Council agenda.

   FFAFCFC-01-01-29-2014

   Moved by Allan Gilliland, seconded by Bill Richards.

   MOTION CARRIED

2. Approval of November 28, 2013 Faculty Council minutes

   MOTION to approve the November 28, 2013 Faculty Council minutes.

   FFAFCFC-02-01-29-2014

   Moved by Rose Ginther, seconded by Darci Mallon.

   MOTION CARRIED

3. Review of Executive Committee minutes

   3.1 November 14, 2013 minutes

   There was no discussion.

   3.2 January 15, 2014 draft minutes

   There was no discussion.

4. Chair’s update

   Denise welcomed guests, Kim Warkentine from the AGC Secretariat and Melissa Cuerrier, the new Acting Chair of Theatre Production.
There will be 2 new faculty hires. One is in the Music program and we will be adding a faculty position to support the BCS program. A competition will soon begin for a new chair of Theatre Production. Carole Charette was hired as chair of Design Studies beginning April 1. We will be looking to hire one more administrative support person.

Five faculty members are completing their probationary period: Jim Guedo, Iain Macpherson, James Parker, Leslie Sharpe and Tom Van Seters.

A number of faculty members have indicated that they plan to apply for academic title. Applications are due February 17 (Note: subsequent notice from the Dean extended the deadline to February 24).

There is a new process for submitting annual reports electronically through PeopleSoft, which will be available to faculty in the next couple weeks. Denise emphasized that annual reports should be as complete as possible, with all relevant documents attached. The deadline for annual reports is April 15 and the deadline for program chair evaluation of faculty members is May 15. The deadline for preliminary workload is the end of April.

There will be a call for nominations for FFAC committees, due March 3. The Dean’s Office will communicate with faculty regarding upcoming AGC nominations.

There has been good progress on the construction drawings for the new building. Final approval from the board and the provincial government has not yet been received, but there are encouraging signs. More information may be available over the next couple of weeks.

Residency and attendance policies are currently being reviewed. There has been discussion about doing away with institutional policy and creating policies at the faculty/school level.

5. Committee reports

5.1 AGC

Jim Head gave a report on AGC. The review task team made their final recommendations, which were informed by the external review by Dr. Ronald Bond. Jim highlighted the important points that could have a potential effect on our faculty:

Key highlights
  • Composition of AGC: There is uncertainty whether FFAC representation would increase or decrease based on the recommendations
  • Clarification is needed about whether membership is restricted to full-time continuing faculty
  • There is discussion about including sessional faculty representation on AGC
  • Some of our faculty members may also be elected-at-large, to address imbalances in FFAC representation
Other recommendations:

- Streamline committees, specifically to merge Faculty Evaluation, Faculty Development, and MacEwan Sabbatical Leave Committees, into one Faculty Innovation and Excellence Committee
- Change quorum from 60% to 50%, which is thought to be more achievable
- Make the Provost the Vice Chair of AGC
- Abolish the Academic Policies Committee and have policies come directly from the committees themselves, subject to final approval from AGC

Other items discussed included:

- South Campus programs will begin moving to the City Centre campus in April and will be completely moved by fall 2015. Communication has been sent out to all South Campus students to advise them of this change
- There is a new budget model to allow us to expand our spring and summer course offerings, which would take some of the pressure off the fall and winter curricular schedules
- There is a series of proposals about changes to the academic schedule, which will be presented by Mike Sekulic at the February 27 FFAC Faculty Council meeting
- There may be revisions to the rank and title process as there is dissatisfaction with the current process. Current applications will be reviewed under the existing criteria

5.2 Curriculum Committee

The Committee approved transfer proposals between AACM to BCS and discussed MOOCs and their potential impact on curriculum. Changes to Design Studies MCS will be reviewed at the February 24 meeting.

5.3 Faculty Development, Research, and Sabbatical Committee

The deadline for conference travel applications is February 14. Guidelines for research funding will be finalized in time for the next round of applications.

5.4 Visiting Scholar and Artist Committee

Sherrell Steele spoke about the success of the public event on Wednesday night featuring author/editor/designer Chip Kidd. In addition, he conducted 7 classroom visits, 6 one-on-one portfolio reviews with students, and had an article about him published in the literary section in the Edmonton Journal. The next event is the Corus lecture featuring Dr. Shiv Ganesh on intercultural communications on February 26.

6. New business

6.1 Election of sessional faculty member

Melissa Cuerrier and Marian Brant ran for election to fill the sessional faculty vacancy on the FFAC Council.

MOTION to close sessional faculty member nominations and elect Melissa Cuerrier.

FFACFC-03-01-29-2014
Moved by Rose Ginther, seconded by Chandelle Rimmer.
MOTION CARRIED

6.2 Election of Student Participation Working Group FFAC representative

There were no nominations. Denise was given approval from the Council to send a memo to all members not present to get a nomination before the January 30 deadline.

6.3 Process for replacing committee members

The Executive discussed that Committee Terms of Reference do not state a process for replacing Committee members when they leave part of the way through their term. The Executive proposed that they could designate a replacement if the remaining term is 12 months or less. The name of the designate will then be circulated via e-mail to Council members, and if no opposition is received, the designate will join the Committee. If more than 12 months remain in the term, the vacancy will be filled by re-election.

MOTION to approve the process for replacing committee members.

FFACFC-04-01-29-2014
Moved by Lucille Mazo, seconded by Allan Gilliland.

MOTION CARRIED

Melissa Cuerrier was welcomed to Curriculum Committee to replace Geoff George.

6.4 Approval of Faculty Council Bylaw changes

MOTION to recommend that the proposed FFAC Council Bylaws changes effective July 1, 2014, be approved by AGC.

FFACFC-05-01-29-2014
Moved by Bill Richards, seconded by Darci Mallon.

MOTION CARRIED

Further discussion

There were varying opinions about changing the assistant dean to a non-voting member. It was advised that the assistant dean is listed in the proposed revisions under 5.2 'ex-officio members', which traditionally means non-voting. Changing the assistant dean to a non-voting member does not inhibit the assistant dean from participation in the Council and being a useful resource. However, it was also pointed out that the assistant dean was initially considered a special voting member of the Council and that the Health and Community Studies Faculty Council Bylaws currently lists the assistant dean as a full voting member.

There was a recommendation to review Bylaws on a more systematic basis. There was a further recommendation to create a group to review Bylaws more often than every 5 years as per item 9.1. A suggestion was made to include a modifier in 9.1 to explicitly state whether Bylaws may be changed more often than every 5 years.

The recommendations made by the review task team on AGC may result in the need for further revisions to the Bylaws, although this is unlikely.
6.5 Motion from Faculty Development, Research, and Sabbatical Committee

MOTION to designate the Faculty Development, Research, and Sabbatical Committee as reviewer and adjudicator of FFAC faculty’s MacEwan Research Council funding applications following prescribed guidelines.

FFACFC-06-01-29-2014
Moved by Allan Gilliland, seconded by Leslie Sharpe.

MOTION CARRIED

6.6 Approval of FFAC Department-Equivalent Peer Committee for Academic Rank and Title Terms of Reference

MOTION to approve the FFAC Department-Equivalent Peer Committee for Academic Rank and Title Terms of Reference.

FFACFC-07-01-29-2014
Moved by Jim Head, seconded by Ray Baril.

MOTION CARRIED

6.7 Approval of revised Curriculum Committee Terms of Reference

MOTION to approve the Curriculum Committee Terms of Reference.

FFACFC-08-01-29-2014
Moved by Tom Van Seters, seconded by Allan Gilliland.

MOTION CARRIED

Further discussion

There was a recommendation that future revisions of the Curriculum Committee Terms of Reference should come from the committee itself. There was concern that limiting terms to 2 years would break membership in the middle of a four-year academic cycle, but Denise clarified that terms are staggered to allow for continuity and members can stand for two additional consecutive terms.

6.8 Approval of PROW diploma suspension/closure

A correction was made to change the number of students currently enrolled in the PROW program from 42 to 71.

Lucille Mazo explained that a deadline was originally set for June 30, 2014 for two-year diploma students to complete the credential before it was closed. A recent review of the status of students revealed there are 71 active PROW students currently enrolled in the program, 8 of which are diploma students. Six of the 8 students are set to complete the credential this summer, and 1 student agreed not to complete the credential, leaving 1 student who is at risk of not completing the program by the given deadline. Lucille proposed to provide one additional year for PROW diploma students to complete the program, extending the date to June 30, 2015.

Rationale

All PROW students entered the program as degree students with the option of leaving mid-way through the degree and obtaining a diploma. The degree was given a closure date of June 30, 2015, and if all PROW students began on the same level, they should receive the same amount of time to complete their credential. An additional year will also leave room for contingency in the event that a student
becomes ill and is unable to attend class. A letter will be sent to each student to inform them of this extension. Joyce will be in contact with students for the duration of their credential for support and to answer questions.

**MOTION** to approve the extension of the PROW diploma closure/suspension date from June 30, 2014 to June 30, 2015.

**FFACFC-09-01-29-2014**
Moved by Rey Rosales, seconded by Jim Head

**MOTION CARRIED**

**6.9 Draft Academic Plan**

**Feedback**

- Can current diploma programs align with degrees from other disciplines, for example, the BA degree?
- Is there an option of aligning diplomas and certificates with other universities? There needs to be further clarification about what is meant by the term “alignment” because although the document states that diploma programs need to be aligned with “existing or proposed MacEwan degree” programs, the document later mentions partnerships with other institutions
- Explicitly state how the quality of curriculum will be maintained
- More clarification is needed about what role student learning plays in research and scholarly opportunities. The document supports scholarship but leaves student learning open to interpretation
- There is not a great deal of information about what characterizes scholarship. While the document states that scholarship is connected to teaching and learning, it should be clearly stated that scholarship evaluation should come from local, regional and international levels. Each discipline has concrete ways of evaluating faculty vis-à-vis their peers, and that could be better reflected in the academic plan
- More clarity may be needed regarding academic advising. Is a central model for advising being proposed?
- Student recruitment tools are mentioned, but what is the single institutional voice being communicated to the public and how will FFAC be represented?

Further observations and feedback can be sent to Denise.

7. **Open discussion and future agenda items**

There was no discussion.

8. **Announcements and program updates**

Peter is representing MacEwan University on a large-scale research project in Ukraine. Jim Head will be performing at the next Faculty Concert on February 26. Students from Music, Fine Art and Design Studies will be presenting during Research Week. Young Frankenstein opens on February 5. Fine Arts students are exhibiting installations for the Flying Canoe Festival in Mill Creek Ravine on the evenings of February 7th and 8th. Darci Mallon is currently exhibiting her artwork in CAFÉ.

9. **Adjournment**

The meeting adjourned at 7:15 p.m.