### MINUTES

**Monday, November 26, 2012 – 3:00 p.m. to 5:00 p.m.**

Robbins Health Learning Centre Room 9-102,

Video Conference with South Campus Rm #115 and Ponoka Lecture Rm 1

**Approved: February 11, 2013**

**Members Present at City Centre Campus:**
- Christy Raymond-Seniuk
- Peter Vogels
- Jan Sundmark
- Kathaleen Quinn
- Marian Anderson
- Colleen Maykut
- Jessica Knock
- Shelly Gillespie
- Sharon Bookhalter
- Margaret Milner
- Brenda Heffernan
- Alan Knowles
- Jack Morris
- Agnes Mitchell
- Debbie Fleming
- Lynn Feist
- Janice Sadownyk
- Margot Creighton
- Cheryl Pollard
- Colette Foisy-Doll
- Sheri Norum
- Barb Wilson
- Pat Roddick
- Debbie Styles
- Pat Moore-Juzwishin

**Members Present at Ponoka Campus:**
- Robert Lockhart
- Tracey Eklund
- Ken Kustiak
- Brian Parker

**Members Present at South Campus:**
- Fons Chafe
- Jean Duncan
- Kevin Hood
- Karen Heslop
- Sandra Alton
- Gerard Bellefeuille
- Donna Jamieson
- Kerry Heaney-Dalton

**Ex-Officio Members:**
- Janet Paterson-Weir
- Mike V. Sekulic
- Jane Duffy

**Recording Secretary:**
- Mona Amiot

<table>
<thead>
<tr>
<th>Time</th>
<th>Agenda Item</th>
<th>Action Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 min.</td>
<td><strong>1. Call to Order</strong> - Meeting called to order at 3:11 p.m.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>2. Adoption of Agenda</strong> – Agenda adopted as presented</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>3. Approval of Minutes by Cheryl Pollard</strong></td>
<td>For Decision</td>
</tr>
<tr>
<td></td>
<td>Minutes approved as circulated</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>4. Introduction of Ex-Officio Members</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Janet Paterson-Weir, Provost and Executive Vice President and Mike Sekulic,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>University Registrar, were introduced as Ex-Officio members of Faculty Council</td>
<td></td>
</tr>
</tbody>
</table>
5. Reports

5.1. Dean’s Report – Sharon Bookhalter

- Convocation – Deans medal awarded to Brad Pickford who was a graduate of the Bachelor of Child and Youth Care program
- MacEwan University is officially a member of the Association of Universities and Colleges of Canada (AUCC)
- A site review was conducted for the Psychiatric Nursing Degree with a positive review report. We are formulating a response to the report at the end of November 2012
- The Nursing Education Approval Board (NEPAB) has granted the Bachelor of Science in Nursing program a five year ongoing approval with no conditions
- Bachelor of Science in Nursing is in the final stages of the self-study of the external review which is a requirement for Campus Alberta Quality Council (CAQC). The external review is scheduled for January 17-18, 2013.
- Bachelor of Child and Youth Care’s Action plan responses have been submitted to Campus Alberta Quality Council
- Social Work degree Letter of Intent was approved at Board of Governors and faculty will now proceed with the development of a full proposal for consideration by Faculty Council then AGC.

5.2. Academic Planning and Priorities Committee – Janet Paterson-Weir

This year, MacEwan University will be collapsing three University committees (MacEwan Curriculum Committee, Strategic Planning and Resources Advisory Committee and Distance and Distributed Education Committee) into one Academic Planning and Priorities Committee (APP) which will be reporting directly to Academic Governance Council (AGC).

This structure is being presented to all Faculties at Faculty Councils as there will be a call for 10 faculty members, 4 administrators, 3 students, one professional resource faculty member and one Dean/Associate Dean for the committee in February 2013 to commence in September 2013.

5.3. Standards Committee Report – Sharon Bookhalter

- Received standards for tripartite from Bachelor of Child and Youth Care program and bipartite standards from Therapist Assistant program
- Standards were approved by Health and Community Studies Standards Approval Committee and forwarded to the Central Committee for response

5.4. Social Work Degree Application Update – Kathleen Quinn, Alan Knowles & Peter Vogels

- September 27th, 2012 the Bachelor of Social Work was approved by the Board of Governors to go forward with a full proposal to AGC.
- Developing a unique program, interdisciplinary in focus related to Health, Disabilities, Urban Aboriginal, Families and Children and a theme of sustainability. Currently developing learning outcomes using
the Canadian Association Schools of Social Work and looking closely at the programs, the courses within the program and how students can enter the program. There will be two streams of entry - post-diploma students and students who come through the Bachelor of Arts program. Would also like a part-time program. Will be developing Social Work electives/options where there are opportunities to work with other programs within Health and Community Studies.

### 6. Unfinished Business

6.1. New members

Slate of members:
- Debbie Fleming (Student) - 1-Year Term
- Kerry Heaney-Dalton (Sessional Faculty) - 1-Year Term
- Jessica Knoch (Librarian) - 2-Year Term
- Trudy Kiyawasew (Nurse Educator) - 2-Year Term

**MOTION** (Margaret Milner) THAT “Margo Creighton be added to the slate as an additional Nurse Educator for a two-year term”. **CARRIED**

**MOTION** (Debbie Styles) THAT “Faculty of Health and Community Studies Council elect the slate of nominees for Faculty Council”. **CARRIED**

Slate of members:
- Debbie Fleming (Student) - 1-Year Term
- Kerry Heaney-Dalton (Sessional Faculty) - 1-Year Term
- Jessica Knoch (Librarian) - 2-Year Term
- Trudy Kiyawasew (Nurse Educator) - 2-Year Term
- Margot Creighton (Nurse Educator) – 2-Year Term

6.2. Committee Terms of Reference

6.2.1. Executive Committee

**MOTION** (Colleen Maykut) THAT “Faculty of Health and Community Studies Council approve the Executive Committee Terms of Reference”. **CARRIED**

6.2.2. Curriculum Committee

**MOTION** (Cheryl Pollard) THAT “Faculty of Health and Community Studies Council approve the Curriculum Committee Terms of Reference”.

**AMENDMENT** (Marian Anderson) “to insert the words ‘Program and’ in front of the word ‘Curriculum’.” **CARRIED**
MOTION AS AMENDED THAT “Faculty of Health and Community Studies Council approve the Program and Curriculum Committee Terms of Reference”. CARRIED

MOTION (Margaret Milner) THAT “Faculty of Health and Community Studies approved the existing membership of the Program and Curriculum Committee”. CARRIED

Curriculum Committee Membership and Term

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Term Ending</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ahna Berikoff</td>
<td>Human Services/Community - Bachelor of Child and Youth Care</td>
<td>2013</td>
</tr>
<tr>
<td>Gail Couch</td>
<td>Nursing/Allied &amp; Complimentary Health - Holistic Health</td>
<td>2013</td>
</tr>
<tr>
<td>Sharon Hobden</td>
<td>Associate Dean</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Randall Joseph</td>
<td>Human Services/Community - Police and Investigations</td>
<td>2014</td>
</tr>
<tr>
<td>Kari Krell</td>
<td>Nursing/Allied &amp; Complimentary Health - Centre for Professional Nursing Education</td>
<td>2014</td>
</tr>
<tr>
<td>Elizabeth McNulty</td>
<td>Human Services/Community - Social Work</td>
<td>2013</td>
</tr>
<tr>
<td>Pat Roddick</td>
<td>Nursing/Allied &amp; Complimentary Health - Bachelor of Science in Nursing</td>
<td>2013</td>
</tr>
<tr>
<td>Melissa Watkins</td>
<td>Nursing/Allied &amp; Complimentary Health - Psychiatric Nursing</td>
<td>2013</td>
</tr>
</tbody>
</table>

6.3. Performance Evaluation Committee Update

- Each Faculty Council is responsible for establishing a Performance Evaluation committee consisting of 6 faculty members with a term of service of 3 years (at least one vacancy to be filled each year)
- Annual report deadline is April 15, 2013
- First Annual Performance Evaluation will occur in 2013 and will inform the awarding of increments on July 1, 2013

Reference to Article 16 and the Letter of Understanding of the most recent Collective Agreement

- Dean and PEC identify criteria for assessment of performance
- Chairs forward to Dean performance evaluation materials for members by May 15, 2013
- PEC responsible for evaluating a members’ performance. This is communicated by June 15, 2013
- Faculty members are encouraged to consider being involved in this committee. A voting process, if needed, will be instituted in January.
| 10 min. | **University Rank and Title Committee**  
- Request for a faculty member to sit on the University Rank and Title Committee to represent Health and Community Studies  
- Cheryl Pollard and Gerard Bellefeuille’s names will be given to Chris Hancock to forward to Academic Governance Council |

| 7. New Business/Questions – There were no questions |
| 8. Next Faculty Council Meeting – 3:00 p.m. Monday, February 11, 2013 |
| 9. Adjournment – Meeting adjourned at 4:05 p.m. |