School of Business Council Meeting

MINUTES

Friday, June 14, 2013

2:00 – 4:00 P.M.

Room 6-136 CCC

1.0 Call to Order / Quorum

The meeting was called to order at 2.05 pm. Quorum of 32 was met.

2.0 Approval of Agenda/ Consent Agenda

SOBC-01-06-14-2013

Moved by C. Hancock, seconded by B. Graves that School of Business Council approve the Agenda and the Consent Agenda, which includes the Minutes for the School Council meeting of April 2, 2013, and the written reports for the following committees -BPCC, FD/SLC and ATC.

Carried

3.0 Announcements

C. Babiuk announced that at the most recent conference of Canadian Public Relations Society (CPRS) in Ottawa, Public Relations students took an exam for entry level practitioners to show the skills competency required by the industry. M. Henry congratulated C. Babiuk for his accomplishments and for becoming a Fellow of the CPRS.

M. Henry also announced that at the recent Administrative Sciences Association of Canada Conference (ASAC), S. Steinhauer-Mozejko and W. Wei accepted an award on behalf of MacEwan University’s School of Business for having the most peer reviewed work.

E. Bocatto announced that E. Perez and S. Elbarrad are now members of CMA.

E. Wowchuk announced that this is the last SoBC meeting for E. Matthews, as she retires at the end of June. The Dean thanked Eileen for her many years of dedicated service, and Eileen was warmly applauded by her colleagues.

4.0 Dean’s Update

The Chair noted that her report on accomplishments of faculty and students was distributed with the meeting package. She updated the council members on some key issues:

1. Academic Program Reviews:

   The five-year review of the Bachelor of Commerce program (Management, International Business, Supply Chain Management majors) was conducted on April 25-26, 2013 by external reviewers Garland Chow, Associate Professor, Sauder School of Business (Commerce and Business Administration), the University of British Columbia; Teri Jane Bryant, Associate
Professor, International Business, Faculty of Management, University of Calgary; and Professor Mitchell W. Fields, Odette School of Business, University of Windsor. The site visit included meetings with faculty, students, industry liaisons, Business Advisory Council members, student services personnel and a tour of City Centre Campus. Upon receipt of the external reviewers' report, the Dean prepared a response and the Bachelor of Commerce program and department chairs are developing an action plan. A complete academic program review will be submitted to Campus Alberta Quality Council by December 31, 2013.

The Travel Diploma program undertook a Self-study process and on April 29-30 hosted two external reviewers: Professor Dawn Aitken, Tourism and Travel Program, School of Hospitality, Recreation and Tourism, Humber Institute of Technology, Toronto; and David Carter, instructor, Tourism Management, Thompson Rivers University, Kamloops. The site reviewers met with Dean Elford, Associate Dean Steinhauer-Mozejko, library resource manager Anna Korus, faculty, staff, alumni, advisory committee members and students to discuss the program. The Dean prepared a response and the Program is developing an action plan to respond to the report’s recommendations.

A summary of the two Academic Review reports and action plans should be coming to the fall School Council meeting.

2. Update on the Budget for 2013-14:
Dean E. Elford updated the council members on budget issues. The Deans and the Provost had been working closely to meet the budget reductions expectations of 5%. This resulted in staff reductions in that a number of vacancies will not be filled in the upcoming academic year. The University submitted a letter to the Ministry seeking approval of a deficit budget, and had not yet received a response.

A meeting with the Ministry was held that morning (June 14) at which the Deans, the Provost, VPs and the President participated. The University’s Comprehensive Institutional Plan (CIP) was presented. One of the expectations is an increase in enrolment (by 200 FLEs overall). More details will be provided in the Fall. The Ministry thought that, out of all post-secondary institutions, MacEwan University handled the budget issues very well by not announcing program closures or abolishing faculty positions.

5.0 Academic Governance Council Update

A synopsis of the AGC meeting of May 21 was distributed in the meeting materials package.

C. Hancock gave a brief report on the latest news from AGC, which met three times since the last SOBC meeting (May 9 special meeting, May 21, and June 11). C. Hancock distributed to Council members a synopsis of the AGC meeting from June 11.

C. Hancock reminded council members that Dean Elford is on the Executive Committee of AGC. At Academic Planning and Priorities Committee (APPC), the new committee of AGC, School of Business is well
represented. On the Nominations Committee, C. Hancock and Teresa Costouros represent the School, with Teresa the incoming chair.

6.0 Updates from the School Council Committees:

6.1 Executive Committee Report

The Chair provided a report on Executive Committee. At its last meeting, the Executive Committee identified a number of future topics and speakers that may be of interest to School Council, including:

a) Enrolment management – Kristine Smalcel Pederson, then Associate Vice President, Enrolment;

b) Sustainability Plan – Chantal Beaudoin, Head of Sustainability;

c) Ancillary Services strategies - Cory Good, Senior Director, Campus and Community Services;

d) Downtown Arena: someone from Katz Group, the City;

e) Transportation Policy/ LRT routes, etc.: Someone from the City;

f) South Campus Update: Stuart MacLean, Associate VP, Facilities;

g) Hybrid Courses and Learning Technology, presented by faculty members;

h) Academic Integrity Officer Paul Sopcak; and

i) Community Service Learning.

As well, it was proposed that there could be more frequent Executive Committee meetings so members could keep abreast of emerging issues. The Chair suggested that all faculty could benefit from Dean’s Forums. This could be a good way for faculty to keep up to date on issues as they arise. Feedback was sought on future School Council topics and the idea of the Dean’s Forums.

6.1.1 Motions to Elect Members of Committees (Chair, Vice-Chair)

The Chair reminded Council members that the call for nominations of faculty members for School of Business Committees was sent by email on April 30 to School Council members and sessional faculty. The first nominations period closed on May 10. Following this deadline, it was noted that a second call for faculty members would be needed for the remaining vacancies on Faculty Development/Sabbatical Leave Committee, Standards Approval Committee, Academic Title Committee and the Workload Review Panel. The extended call was conducted between May 16 and May 24.

As noted below, the Vice Chair of Executive Committee recommended the election of slates of nominees for committees. A number of vacancies had remained. Nominations from the floor were accepted, as described below. A single ballot was distributed to each of the voting members of School Council, with a section for each committee.

Election Process #1 – Business Programs and Curriculum Committee (BPCC)

The Chair called for nominations. The Vice Chair of Executive Committee submitted the following nominations received from faculty members for the four positions on BPCC:

1. Norene James
2. Makarand Gulawani
3. Frank Saccucci
4. Mico Kurilic

Hearing no other nominations, the Chair declared nominations closed and proceeded to the motion.

SOBC-02-06-14-2013

Moved by C. Hancock, seconded by A. Siddiqui, that School of Business Council elect faculty nominees for Business Programs and Curriculum Committee as named above, for a term beginning July 1, 2013 and ending June 30, 2015, or until a successor is elected.

Carried

Election Process #2 – Standards Approval Committee (SAC)

The Chair called for nominations. The Vice Chair of Executive Committee submitted the following nominations received from faculty members for the three positions on SAC:
1. Joan Patrick
2. Sunantha Teyarachakul
3. Gordon Lucyk (Bachelor of Commerce Program Chair)

Hearing no other nominations, the Chair declared nominations closed and proceeded to the motion.

SOBC-03-06-14-2013

Moved by N. Ouedraogo, seconded by E. Matthews that School of Business Council elect faculty nominees for Standards Approval Committee as named above, for a term beginning July 1, 2013 and ending June 30, 2015, or until a successor is elected.

Carried

Election Process #3 – Faculty Development/ Sabbatical Leave Committee (FD/SLC)

The Chair called for nominations. The Vice Chair of Executive Committee submitted the following nominations received from faculty members for five of the positions on the FD/SLC:
1. Elaine Wowchuk
2. Colin Babiuk
3. Frank Saccucci
4. Brian Keller
5. Sessional Faculty Member: Niharika Sreekumar

There remained one vacancy for a continuing faculty member. The Chair asked if there were any further nominations from the floor.

Khalaf Al-Jarrah was nominated. No one else wished to make a nomination, so the Chair declared nominations closed and proceeded to the motion.
SOBC-04-06-14-2013

Moved by G. Lucyk, seconded by M. Gulawani, that School of Business Council elect the faculty named above to the Faculty Development/ Sabbatical Leave Committee, for a term beginning July 1, 2013 and ending June 30, 2015, or until a successor is elected.

Carried

Election Process #4: Workload Review Panel (WRP)

The Chair called for nominations. The Vice Chair of Executive Committee advised that seven faculty members are required, but before the extended deadline, no nominations were received from faculty members.

The Chair asked if there were any nominations from the floor.

The following faculty were nominated:
1. Khalaf Al-Jarrah
2. Stephanie Ibach
3. Eloisa Perez
4. Makarand Gulawani
5. Gordon Lucyk
6. Evandro Bocatto

Since no one else wished to make a further nomination, the Chair declared nominations closed and proceeded to the motion.

SOBC-05-06-14-2013

Moved by R. Rudko, seconded by E. Wowchuk, that School of Business Council elect the faculty named above to the Workload Review Panel, for a term beginning June 15, 2013 and ending January 31, 2014, as per the Collective Agreement.

Carried

Election Process #5: Academic Title Committee (ATC)

The Chair called for nominations. The Vice Chair of Executive Committee submitted the following nominations received from faculty members for the five positions on the Academic Title Committee:

1. Eloisa Perez
2. Lorrie Adams
3. Albena Pergelova
4. Victor Bilodeau
5. Randy Jenne
6. Raina Rudko
The Chair asked if there were any nominations from the floor. William Wei was nominated.
Since no one else wished to make a nomination, the Chair declared nominations were closed.
As there were more than the required number of nominees, council members proceeded to an election. The Chair asked the members to print on the ballots one name for the program chair position and up to four names for the member positions.
The ballots were collected after the voting was completed.
The ballots were counted by B. Butler and D. Tymchuk, under the scrutiny of C. Hancock and B. Graves. The results were announced after a 15 minute break, during which faculty members interacted with each other.

The nominees who received the most votes were as follows:
1. Lorrie Adams
2. Victor Bilodeau
3. Randy Jenne
4. Raina Rudko
5. William Wei

SOBC-06-06-14-2013

Moved by C. Hancock, seconded by B. Graves, that School of Business Council elect the faculty named above to Academic Title Committee, for terms beginning July 1, 2013 and ending June 30, 2015, or until a successor is elected.

Carried

6.2 Interim Report of the Ad Hoc Committee – School Standards for Academic Rank
B. Graves provided an interim report of the Ad Hoc Committee – School Standards for Academic Rank. The composition of the Ad-Hoc Committee is: Bob Graves (Chair), Lorrie Adams, Lyle Benson, Muhammad Hossain, Norene James, Stephanie Ibach, Cenap Ilter, Michael Roberts, Elsie Elford, Tim Riordan (resource).
The presentation elaborated on the following items: the approval process of standards, background sources for developing standards, themes and sustained engagement activities.
B. Graves allowed time at the end of his presentation for questions and answers.

7.0 Old Business

7.1 Chair Selection Process Debrief
The Chair reminded the council members that the School recently went through the process of selecting new chairs. The process that was followed is set out in Article 19 of the Faculty Collective
Vice Chair, E. Bocatto mentioned that one of the questions brought to the Executive Committee’s attention was related to the criteria to select/appoint the Chair Selection Committee members. E. Bocatto also suggested that for future program and department chair selections, SoB Council should establish the criteria more clearly, especially where the Faculty Collective Agreement is not very specific. The view of M. Henry, with his experience at the bargaining table for the current Collective Agreement, was that SOBC does not have the jurisdiction to interpret or modify the Faculty Collective Agreement. The appropriate way to address this issue is to bring the discussion to the Faculty Association.

8.0 New Business - none

9.0 Question Period - none

10.0 Future Agenda Items, Next Meeting

Next meeting is planned for September 25.

11.0 Adjournment (4:05 PM)

Chair declared the meeting adjourned.

Minutes taken by M. Buretia.