Arts and Science Faculty Council

Minutes of Council

Meeting #: 26
Date: Wednesday, April 26, 2017
Time: 2:30 p.m.
Location: Room 5-142 (CN Theatre)
Initial Motion #: 228

Present:
Monk, C (Chair)
Sneffjella, B
(Secretary)
Amundson, L
Anton, Cr.
Anton, Ca.
Badalova, L
Bailey, C
Barran, S
Beauclair, A
Becalska, A
Beke, N
Bereska, T
Bernstein, N
Bica, I
Biglands, A
Biitner, K
Blatz, C
Boag, F
Boers, N
Braun, D
Brisbois, M
Buchanan, D
Buro, K
Cartledge, S
Christensen-

Dalsgaard, K
Copenhagen, S
Corrigall, K
Coulson, J
Das, M
Davies, K
Davis, J
Davis, M
Degner, M
Deline, T
Digdon, N
Digweed, S
Eberhart, J
Farvolden, P
Flaherty, L
Fong, J
Gelmini, L
Gulayets, M
Hackett, E
Hannan, S
Hayman, S
Hohn, T
Honey, L
Howell, A
Hu, R
Indratmo

Irangu, J
Irwin, B
Islam, S
Jeffrey, L
Jyoti, R
Kim-Bernard, K
Korpesho, Erin
Krys, S
Lakowski, R
Lee, R
Legge, E
Lepp, R
Llano, J
Lorimer, S
Lorkovic, E
MacDonald, C
Macdonell, C
Manouchehri, S
Mark, M
McFadyen, D
McGugan, D
McKenzie, H
Mensah, C
Mewhort, R
Mills, S
Minaker, J
Moon, S
Norrad, T (for
Sekulic, M)
O’Connor, J
Olchowy-
Rozeboom, G
Overend, A
Panjvani, C
Penney, A
Pollock, C
Prince, P
Robinson, J
Ross, M
Schalomon, M
Seredycz, M
Shaw, R
Sibley, L
Sinclair, K
Skeffington, J
Smereka, T
Solez, K
Solomonovich, M
Soroski, J
Stieglitz, T
Su, W

Sullivan, P
Swanson, T
Symbaluk, D
Tcaciuc, A
Thompson, W
Thurairajah, K
Valdez Cardenas, L
Watson, D
Witherell, R
Wiznura, R
Yozuwysyn, G
Zadorozhna, N
Zutter, C

Members of the
Public

BruinsSmith, T (DO)
Ho, R (FR)
Hunting, C (FR)
Ivanesescu, C (MATH)
Pape, K (FR)
Ristau, K (IAP)
Regrets

Alam, R
Bica, I
Falconer, R
Franczak, B
Hills, M
O’Reilly, J
Pienkowski, A
Pollard, M
Ruiz Serrano, C
Schmaltz, R
Skye, A
Stock, M
Summers, K
Wojtowicz, R

Move into Session: The meeting was called to order by Craig Monk at 2:36 pm
Item I  Adoption of Agenda
Motion #228 Move that the Agenda be approved.
N. McKeown/K. Buro Motion: carried

Item II  Approval of Minutes of Faculty Council #25, February 8, 2017
Motion #229 Move to approve the Minutes as presented.
A. Overend/C. Mensah Motion: carried

Item III  Items Arising from the Minutes
● None

Item IV  Dean’s Report
● President-elect, Dr. Deborah Saucier visited in March. She’s been the Chair of Neuroscience at Lethbridge, and Dean and Vice-President at the Ontario Institute of Technology.
● The Provost has accepted the recommendation to re-appoint Dr. Melike Schalomon as Associate Dean, Administration, for a three-year term.
● Confidence Line - Faculty should talk to students about it, to help them understand its intended uses. AGC Executive has requested a comprehensive communications plan on it.
● Congratulations to Dr. Shelley Boulianne, Distinguished Research Award recipient; and Dr. Sandy Jung, and Dr. Lisa Pritchard, Distinguished Teaching Award recipients.
● Convocation. Arts and Science will have a ceremony at 3:00 PM Thursday, June 22. Pres. Atkinson would like to make his final address to Arts and Science.
● It’s been a very successful year for research funding. Some 34 researchers in Arts and Science have received over $400,000 combined.
● The Teaching, Research, and Faculty Development Committee is developing a small “just-in-time” research fund. Details to follow.
● Eight colleagues have been honoured by the institution for their long service. On May 30th, 60 other members or Arts and Science will receive long service awards at our event. Details to follow.
● Next year we will have a celebration following the December and April Faculty Council meetings.
● There was low voter turnout for A&S elections, and for AGC. Just over 50%.
● The first Student Research Day took place on April 24, and it was a success. Participation will likely grow in the future as other faculties join in.
● It’s been a challenging year for the Faculty’s budget. We received an increase for next year which covers the “soft” money used for hiring last year. We may hire an interim advisor and lab tech support, and likely a couple more faculty members. It will be important for Departments to petition for positions in August. Talk to your Chairs about who we should be hiring.
● A search is ongoing in Computer Science. We have completed four others in Chemistry, Engineering, English, and Humanities (Spanish).
● All 13 of our promotion applications were successful at the University Promotion Committee. We will announce names at Council in September.
● Some departments have overspent their discretionary funds this year.
● Collective Agreement negotiations is taking a significant amount of my time. I want to extend my thanks to colleagues for their patience.
● By June 30, I must decide whether to seek reappointment to a second term. It is a difficult decision. I’m skeptical about whether the reappointment process
works well. My hope for another term would be to focus on our scholarship and teaching.

**Item V**

**Items for Action**

**a) Program and Curricular Items**

**Motion #230**

That Arts and Science Council approve and recommend to Academic Governance Council, or its designated subsidiary body, ENGL 218.

N. Beke/J. Skeffington

- Q: The Methods of Student Evaluation don’t follow the format used in other courses, in terms of ranges of assignment/exam value? Is there no final exam in English? No assigned percentages in a range?
- A: This follows the same Method of Evaluation for all other 200 level English courses. The Department does not want to legislate the amount of weight given to a given assignment due to range of possible assignments, but rather to improve consistency across courses. All 300 levels ENGL approved last year look like this. The course has an exam. Decision that for 200 level you need an exam worth not less than 30% and writing at least 2,500 words. Approach achieved by Department is a balance between consistency and academic freedom.
- Q: Is it structured like a topic course? Should it be called a topics course?
- A: No, it’s not structured like a topics course.
- Correct to indicate Not repeatable for credit.

**Motion #231**

That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body changes to FREN 321, FREN 352, FREN 353, FREN 365, FREN 370, SPAN 111, SPAN 112, SPAN 211, and SPAN 212 with minor modifications.

N. Beke/E. Lorkovic

- Correction to French Courses Repeatable for Credit and related note.
  - FREN 365 and 370 will keep the note. For FREN 321, 352, & 353, remove the note and indicate repeat for credit.
- Please send any other minor corrections to Naomi.

**Motion #232**

That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body GEND 219, GEND 319, GEND 398, GEND 419, and GEND 498.

Beke/Bereska

- (Naomi) Regardless of when a course begins to be offered, we’d approve it now so it can be indicated in the Course Calendar.
- Q: For GEND 419 Methods of Evaluation is very specific, is this a problem?
- A: The percentages are not prescriptive, just suggestive.
- Point: Because we are approving both courses and the Minor today, could we clarify that we are voting on these courses in absence of minor (in case minor doesn’t go forward).
- Q: Why are Independent Studies being offered in a minor?
- A: breadth of study for those particularly who want to take on work that would prepare them to pursue something similar in graduate school. There are many faculty mentors available to support.

**Motion #233**

That Arts and Science Council approve and recommend to Academic Governance Council or its designated subsidiary body the Programs of Study for the Gender Studies Minor.
Q: why isn’t a labour force analysis required for this as it is for majors to show need and employability?
A: there is basic analysis in the proposal about likely fields of employment such as social services, government, and research. Ministry of Advanced Education does not require that analysis for minors as it does for majors.
Q: Regarding the 400-level seminar - it says students can apply for it in the Proposal, but not in the Program of Study, is it available?
A: Note to correct and include it in the Calendar Description, and note other seminar courses in other disciplines. Minor change to indicate both.
Q: Concern about resources and adding courses - how will we balance new minors with reducing other offerings?
A: (Craig) - This minor was proposed as resource neutral, but additions can have incremental impact. I have been convinced that this minor is important, but further advice is needed from Council and Executive on optimal number/type of minors.
Point: This minor doesn’t necessarily compete with other potential minors. For example, this one could bridge with Indigenization.
Point: Development of this minor was driven by student interest and demand.
On the overall process for proposing and approving minors: the executive and legislative governance perspectives each have a role. We must understand the process, both in terms of proposing it to the Dean initially, and the real power of Council to approve or not approve minors.
Q: are we preparing our students for the jobs that exist. Would they be bettered served by us focusing on providing a double major?
A: (Craig) - I don’t disagree about utility of a double major - but we work for a Board of Governors and the Provincial Government, and they may not support us doing a double major.
Q: In terms of courses to fulfill the minor, Biological Sciences offers an "Ancient Families" course. Might it be relevant?
A: Yes, this course came up. Sociology offers a course in Sociology of the Family and we decided because it’s a minor, and it is just beginning, we wanted to keep gender/sexuality closely reflected in title and course content for now.
Point: Commend those who put the minor together, it represents a range of views and has good breadth.

Item VI

Presentation

a) Electronic-CV system (Carrie Hunting, Faculty Relations)

The eCV project emerged from faculty dissatisfaction with the PeopleSoft annual report. It will be a repository to store information on academic achievements. It will serve as the template for annual reports. It can produce a curriculum vitae for internal processes, and support reporting requirements. Cafe has a web portal (via Café’s website) and can help with contributions towards professional development documentation, which text fields to use, etc. Other resources include an IT team. In terms of training, we’ve found people wanted to learn themselves, not through workshops. We are currently tweaking the system and preparing communications. It will be rolled out by the end of May. Annual Reports in PeopleSoft are now shutdown.

Extensive discussion – main points and responses follow:
• Point from audience: a key reason why faculty complained about PeopleSoft was not only that the system was bad, but the "busy work" that includes entering data for institutional use, rather than doing our jobs.
• Response: the system is for faculty members. Information needs to be housed somewhere. It’s used by Chairs, Deans. Data is entered one time, then you don’t use the system until you have a new item to add.
• Point: The concept of eCV misses the fact that faculty already have a CV they update. We’re being asked to do in addition an IT based CV that requires training and support.
• User-tester comment: I spent 15 hours entering data. You don’t need training - if you’ve used PeopleSoft before, you should be able use eCV.
• Point: It’s clear that there’s training and support, that’s not the issue. The issue is time spent. A corporate model being imposed on us. We have high teaching loads. Entering grades in PeopleSoft doesn’t even work well. Each new system gets worse.
• Point: Are we reproducing an annual report that looks like PeopleSoft? A Word template would suffice.
• Point: In terms of timing of launch, only having summer is problematic because we need to do a data entry of meaningful items like teaching philosophy. Especially when the cut and paste function doesn’t work.
• Q: How will this be used? How will it be evaluated? What fields will be used. Surely we do not need to go back historically to enter data?
• A: Not every field or category will be relevant for everyone. You are not expected to fill out the entire CV.
• Q: What is going to be relevant to Dean in this report?
• A: (Craig) I have concerns about the roll out in the first year, I am concerned about having the information I need to evaluate. Until eCV is rolled out, I can’t answer it. I fully acknowledge we are going to have a rough four months.
• Q: Did testing and had issues - Lab Supervisor workload isn’t included. There were good things like ability to upload and attach documents.
• Follow-up on Mac compatibility

**Item VII**

**Items for Discussion**

a) **Policy on Graduation consultation (Craig Blatz)**

• Craig Blatz presented briefly on behalf of the Graduation Policy Review Working Group which is revising the current Graduation Policy, wants feedback on proposed changes to the policy as well as support in pursuing more substantive changes.
• A report and covering memo with key questions was attached for Council’s reference.
• The approach of the Working Group was to look specifically at the policy to try and identify and focus on key issues.
• One key recommended change is to give Dean’s Power to adjudicate unusual graduation-requirement cases, rather than having this power reside only in AGC and only on an overall program basis.
• Another issue is how to include or value “alternative learning pathways” – e.g. learning abroad, when they might contribute to graduation requirements.
• There was limited discussion of the item, but appeared to be general agreement with the idea that the policy should have more flexibility to account for exceptional cases. The example of accommodating students from military
families was given.

- Any comments were directed to Craig Blatz and a follow-up email to seek additional consultation will be provided.

b) **Draft Template, Department Council Terms of Ref.**

- The draft template was submitted to A background was provided to Council. became clear there’s a
- Things we would require from anyone, try to look the same.
- At least as far as this academic years goes, this has been discussed several times. Executive. Still changes to make. Tried to balance imposing uniformity and a free for all - good template that reflects what was already there, and offering some recommendations.
- Utimate when tidied up it would come to council in sept and departments would
- Departments would come forward
- If changes in terms of wordsmithing
- Any major issues you want me to speak to or addressed
- Cristina - why do we need a template if they are all approved by this Council, why not have diversity. It looks like a dictate
- It’s important to remember that Department councils work for this council, so if this Council decides - you have the power to tell departments they can be more or less generic. Craig’s view is that it is too wide, approved at different times, followed other departments - refresh at Dept level, hasn’t - don’t want it to be too heavy handed.

**Item VIII**  
**Items for Information**

a) **AGC Report (Bronwyn Sneffella)**

- AGC continues to receive reports from its committees. One change going forward will be the requirement for all AGC standing committees to submit an Annual Report that outlines the committee’s work for the next year.
- At the April 18, 2017 meeting, AGC also received an eCV project update. Concerns were raised but not to level in Arts and Science.

b) **Budget Update (Josh Eberhart)**

- Overview of Faculty’s financial status heading into final months of year.

c) **Minutes Executive Committee #16 & 17**

- No points raised.

d) **Arts and Science Standing Committee Election Results**

- A document was provided to Faculty Council listing those elected to Arts and Science Standing Committees, as well as the Workload Review Panel and University Promotion Committee.

**Item IX**  
**Other Business**

- Town Hall are planning on the Strategic Research Plan. They appeared in the Faculty newsletter, and will take place on May 3 from 2:00 -300 pm, and Thursday from 12:00 to 1:00 pm in Café’s boardroom, 7266A.
- If you cannot attend, you can contact Cynthia Zutter or Sandy Jung with your feedback.

**Item X**  
**Adjournment**
Motion #234  Move that the Faculty Council adjourn.  Skeffington/McKeown  Motion: carried

Item XI  Question Period – Not minuted

Future meeting dates: tentative Sep 20, 2017