Arts and Science Faculty Council

Minutes of Council

Meeting #: 37
Date: September 18, 2019
Time: 4:00 p.m.
Location: Room 9-323
Motion #: 371-381

Present:
Lorkovic, E (Chair)
Thurairajah, K
(Vice-Chair)
Bruins-Smith, T
(Secretary)
Alam, R
Alati, D
Andersen, H
Bailey, C
Becalska, A
Bittner, K
Blatz, C
Boag, F
Bowles, V
Brouwer, D
Buro, K
Byrne, C
Carroll, M
Cobzas, D
Corrigall, K
Cowling, E
Davies, K
Davis, J
Davis, M
Edwards, J
Einarsson, R
Epp, M
Farvolden, P
Ferede, E
Fong, J
Forth, A
Franczak, B
Haines, J
Hannan, S
Harcombe, K
Hayduk, L
Hayman, S
Herbert, C
Hiits, R
Howell, A
Indratmo
Intungane, D
Irwin, B
Islam, S
Ivanescu, C
Kim-Bernard, K
Krys, S
Lee, R
Legge, E
Llano, J
Long, J
Macdonell, C
Martin, D
McFadyen, D
McKenzie, H
Meleshko, R
Mewhort, R
Mills, S
Moline, E
Mosicki, M
Nelund, A
O’Connor, J
Overend, A
Pang, C
Panjvani, C
Patterson, A
Peace, K
Penney, A
Pollock, C
Powell, R
Prichard, L
Prince, P
Ramsey, C
Ravagnolo, K
Rezania, V
Romney, J
Ross, M
Ruiz Serrano, C
Seredycz, M
Sinclair, K
Skye, A
Smereka, T
Soroski, J
Stepnisky, J
Swanston, T
Symbaluk, D
Tcaciuc, A
Tessier, A
Wagner, A
Witherell, R
Woywitka, R
Youzwyshyn, G
Zadorozhna, N
Zutter, C

Other - Voting
Baile, H
Beke, N
Dykes, M
Gatto, D
Hedayatipour, M
Honey, L
Minaker, J
Park, O
Reekie, S
Robertson, S
Schalomon, M
Vasquez, S
Waddingham, S
Wiznura, R

Ex Officiis and Delegates
Hanscomb, K
McLean, V

Public Member
Move into Session: The meeting was called to order by Edvard Lorkovic at 4:07pm

Item I   Adoption of Agenda

Motion #371    Move that the Agenda be approved as presented.
   Tcaciu / Irwin  Motion: carried

Item II   Approval of Minutes of Faculty Council #36, June 13, 2019

Motion #372    Move to approve the Minutes of Faculty Council #36 as presented.
   Dykes / Skye  Motion: carried

Item III   Items Arising from the Minutes
   • None

Item IV   Dean’s Report
   • Introduction of new hires; congratulations to newly tenured and promoted colleagues; welcome new Chairs; thank to sessional faculty representatives to council and decanal representatives on other Faculty and School Councils
   • Period of transition. Ongoing presidential and decanal searches, budget restraints predicted to be forthcoming due to the recent change in government, but the new budget is not expected to be available until October and therefore no concrete information is currently known. The Faculty as a whole has been good at thinking critically and smartly about budget. There is no reason to worry at this time, budget discussions are expected to be forthcoming
   • Departmental budgets will be discussed at the DAG, Chair’s budget reduction exercises are intended to guide discussion and are not meant for direct action
   • The report of the Blue Ribbon Panel on Alberta’s Finances mentions increased flexibility with respect to revenue, loosening of restrictions on tuition, changing fiscal landscape, increased collaboration across the sector, details to be determined
   • The university recently discovered that full time load equivalents (FLE) targets were not met. Target of 13000 was missed by 800 which is significant. FAS surpassed it by 200 to help with targets and is doing well with enrolments, has a 95% fill rate, and the pressure lies more with the challenge
to accommodate student interest and demand, versus attracting new students, but the university is looking at recruiting more FLEs

- New Board Chair Carolyn Graham, met with certain people and has indicated certain priorities, one was a request that the President hold off on bring the new ISP to the Board for approval
- Decanal search ongoing, townhall tomorrow, 1pm, CN Theatre
- Introduction of Kalyani Thurairajah as co-chair/vice-chair
- The Faculty has 2 new chair searches this year, and 3 chairs are at the end of their first term
- Sabbatical committee is meeting next week
- Expecting a lot of Promotion and Tenure and Probation Extension cases, most departments have already ratified the internal members, thank you to the many volunteers who stepped forward
- Q: Why is John McGrath Acting President and not Interim? A Karen Boros: There is a policy that defines which to use when

**Item V**

**Code of Conduct Presentation** (Jillian Pearse / Karen Boros)

- Code of conduct is written with close assistance from the government
- 2 main parts of the code:
  - conflict of interest is the first, main part for disclosures (child who takes your class, side business, family applying for job and being on the hiring committee). Three categories of conflicts: real, potential, and perceived, all need to be disclosed
  - Conflict of commitment - outside role interferes with primary role, harder to determine with faculty. Anything that affects your main appointment
- Basic process: Discuss with OOS supervisor (Dean), disclose, OOS supervisor determines if there is a conflict, if it’s manageable or not
- Disclosing and managing are the key pieces
- Do not accept gifts and event invites that could be a conflict (does not include a friend giving you a gift, on if it’s seen to possibly influence a decision)
- Events over limit require senior management approval
- Concurrent appointments (incl. research grants, if money flows outside of MacEwan). Sessionals to declare if teaching more than 2 courses per term unless disclosed at time of hire
- Conflicts to be managed on individual basis
- See portal for more information
- Q: If a publishing company presents to a group and provides food, who declares? A: Ideally the lead person, or highest rank of the group (e.g. Chair)
- The most important part is to have a documented management plan for any conflicts
- Q: If permission has already been received via travel auth, does it need to be reported twice? A: If there is a gift or conflict of interest/commitment involved, yes. If it’s 100% paid for by university funds (no honorarium, no in-kind payments, no gifts) and part of the workload, then no.
• Finding the best way to manage this all is still in progress. The hope is to have a finalized plan in place by December
• Textbook gifts only need to be reported if it’s given as an incentive for something or above the approved value. Exam and Desk copies do not need to be declared
• Q: If one item attracts multiple issues, are separate disclosures required? A: Yes
• Email codeofconduct@macewan.ca with questions

Item VI Items for Action
• Reminder to speak to motion, for or against, or ask clarification questions to assist in making the decision, avoid going off track

a) Curriculum

Motion #373 That Faculty of Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body changes to BIOL 361 and BOTN 405.
Wiznura / Friesen Motion: carried

Motion #374 That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body changes to LING 100.
That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body changes to ENGL 215, ENGL 218, ENGL 219, ENGL 240, ENGL 243, ENGL 282, ENGL 283, ENGL 284, ENGL 285, ENGL 286, ENGL 288.
Wiznura / Farvolden Motion: carried

Motion #375 That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body HIST 364.
That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body PHIL 235 and PHIL 303.
Wiznura / Carroll Motion: carried

Motion #376 That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body changes to PHIL 203.
Wiznura / Carroll Motion: carried

Motion #371 That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body changes to MATH 099.
Wiznura / Tcaciuc Motion: carried

• Q: This is not a university course, what is the commitment to this class? We have a prep division, not the same as MATH 31 but has overlaps, why is it still being offered instead of directing to high school math? Why change it
not cancel it? A: It gives an opportunity to take other university courses while doing the upgrading, we offer 4 sections of 60, 30% of those taking calculus do not have the pre-req, we could send to AB college but it’s to support
• Program students still taking it, keeping it on books is important, important because it’s taught at university level

**Motion #372**
That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body changes to EASC 409.
Wiznura / Hackett  
Motion: carried

**Motion #373**
That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body PSYC 315.
Wiznura / Powell  
Motion: carried

• Why not in CMPT? MGMT 315 required in supply chain management, service course for School of Business, sponsored by PSYC

**Motion #374**
That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body PABA 281 and PABA 385.
Wiznura / Powell  
Motion: carried

**Motion #375**
That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body changes to the programs of study for the English Major and Honours.
Wiznura / Farvolden  
Motion: carried

**Motion #376**
That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body changes to the programs of study for the Sociology Honours.
Wiznura / Stepnisky  
Motion: carried

• Incorporating lots of individualized studies, is it too individualized? A: Students were already doing the work, wanted to acknowledge the work the students and supervisors are doing at that level.
• 15 credits of individual study are permissible in Ba and BSc, which is within reason

**Motion #377**
That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body changes to the degree regulations for the BA and BSc.
Wiznura / Beke  
Motion: carried

**Motion #378**
That Arts and Science Council approve and recommend to General Faculties Council or its designated subsidiary body, the termination of General Studies.
Wiznura / Beke  
Motion: carried
b) **Common External Members/Alternates for TPC**

**Motion #379**

That Arts and Science Council approve the following common external members and alternates to serve on Tenure and Promotion Committees, for the academic year 2019-2020:

<table>
<thead>
<tr>
<th>External Member</th>
<th>Alternate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities</td>
<td></td>
</tr>
<tr>
<td>David Atkinson, Professor, English</td>
<td>Bob Irwin, Associate Professor, History</td>
</tr>
<tr>
<td>Natural Sciences</td>
<td></td>
</tr>
<tr>
<td>Ron Meleshko, Associate Professor, Computer Science</td>
<td>David Locky, Associate Professor, Biological Sciences</td>
</tr>
<tr>
<td>Social Sciences</td>
<td></td>
</tr>
<tr>
<td>Tami Bereska, Associate Professor, Sociology</td>
<td>Kristine Peace, Associate Professor, Psychology</td>
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</tbody>
</table>

Thurairajah / Biittner

Motion: carried

c) **Amended ToR for Ad Hoc Committee on Teaching and Learning**

**Motion #380**

That Arts and Science Faculty Council approve the amended Terms of Reference for the Ad Hoc Committee on Teaching and Learning.

Thurairajah / Biittner

Motion: carried

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**Item VII**  
**Items for Discussion**

a) **Draft BA Review Action Plan**

- As previously discussed
- Process plan shared here, send feedback by Sept 25th. Plan will come to next Council for approval
- For items regarding curriculum and class sizes, faculty should also have input vs only IAP and the Director of Programs and Curriculum
  - First step will be to collect data and analyze existing class sizes

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

a) **Executive Minutes for June and August**

- If a department approves a motion to forward something to a committee, this should be included in the minutes. AEPS item from June is missing
- To be addressed

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

- None

**Item X**  
**Adjournment**

**Motion #381**

Move that the Faculty Council adjourn.

Powell / Macdonell

Motion: carried by consensus