1. Call to order

The Faculty of Fine Arts and Communications (FFAC) Council was called to order at 5:35 p.m.

2. Approval of agenda and consent agenda

Raymond Baril, Vice-Chair, FFAC Council, presented the agenda for the March 18, 2019 meeting for approval. The following items were approved/ reviewed on the consent agenda:

- January 15, 2019 FFAC Council minutes
- March 6, 2019 Executive Committee minutes

Motion to approve the March 18, 2019 FFAC Council agenda and consent agenda, as presented.

FFACFC-01-03-18-2019
Moved by D. Sadoway and seconded by D. Roy

CARRIED
3. **Chair’s update**  
*Reported by R. Baril, Vice-Chair, FFAC Council*

Raymond Baril reported the following items:
- Dr. Deborah Saucier has resigned as President of MacEwan University as of July 3. Dr. Saucier has accepted a position as president of Vancouver Island University.
- Governance consultant David Marshall provided several recommendations for consideration as MacEwan University forms a General Faculties Council.
- The FFAC strategic planning process has been paused until the MacEwan strategic plan is more fully-formed.

4. **General Faculties Council update**  
*Reported by A. Latham, GFC Representative*

Annetta Latham provided the following report from the January 22, 2019 General Faculties Council meeting:
- Under Part 1 in the PSLA, MacEwan University will form an alumni association and a General Faculties Council.
- The Provost pro tempore reported that he intends to create 50 new full-time academic positions over the next four years.
- The Bachelor of Music baccalaureate review action plan was approved.
- To better prepare open studies students to transition into a program, there was a recommendation to classify students into categories, which would provide those students who plan on applying to a program with services to better support their education (e.g. advising).

5. **New business**

5.1 **Presentation on new travel process**  
*Presented by J. Ross, Director, Risk and Assurance Services*

Jim Ross presented on the new travel process for international and domestic travel, which came into effect in February 2019. For more information, visit the [Safe at MacEwan website](http://safeatmacewan.ca).

5.2 **Presentation on Teaching and Learning Services**  
*Presented by L. Honey, Interim Director, and P. Young, Educational Developer, Office of Teaching and Learning Services*

Lynne Honey and Pamela Young provided an overview of the resources available at the Office of Teaching and Learning Services (previously CAFÉ), as well as more information about how they can support the Scholarship of Teaching and Learning. More information can be found on the [website](http://teaching@macewan.ca) in the programming guide.

If faculty would like to make an appointment with the office to assist them with their own research, they can email teaching@macewan.ca.

5.3 **FFAC committee elections**  
*Reported by R. Baril, Vice-Chair, FFAC Council*

On behalf of the Executive Committee, Raymond Baril announced that the process for electing faculty to FFAC standing committees will remain the same as last year.

Department Councils will recommend members to fill department representative vacancies and a final slate of names will be brought to FFAC Council for ratification. The Executive Committee distributed an open call for member-at-large nominations and an election will take place if more nominations are received than available positions. All nominations are due by April 1.
5.4 Admission criteria

5.4.1 Bachelor of Communication Studies admission criteria
Presented by R. Rosales, Faculty, Department of Communication

Rey Rosales, presenting on behalf of Lucille Mazo, Chair, Department of Communication, moved the motion, which after debate and amendment, was adopted as follows:

Motion to recommend approval of the Bachelor of Communication Studies admission criteria to Committee on Admissions and Transfer, requiring that students present only university-level credits to be considered for admission.

FFACFC-02-03-18-2019
Moved by D. Sadoway and seconded by S. Spidell
CARRIED

5.4.2 Theatre Production admission criteria
Presented by S. Spidell, Chair, Department of Theatre

The Theatre Production admission criteria were revised to align with the Bachelor of Fine Arts admission criteria. Conditionally accepted applicants are required to provide Level C CPR in addition to Standard First Aid at the beginning of the intake term. Additional details were also provided as to what students should include in their questionnaire.

Motion to recommend approval of the Theatre Production admission criteria to Committee on Admissions and Transfer, as presented

FFACFC-03-03-18-2019
Moved by L. Vermeer and seconded by A. Latham
CARRIED

5.5 Arts and Cultural Management Program of Study 2020-2021
Presented by D. Roy, Chair, Department of Arts and Cultural Management

Denise Roy presented the proposed changes to the 2020-2021 Arts and Cultural Management Program of Study. The changes reflect the updated terminology to Work Integrated Learning from Field Placement and a different credit structure for Work Integrated Learning Preparation.

Motion to recommend the approval of the 2020-2021 Arts and Cultural Management Program of Study to General Faculties Council Executive Committee, as presented.

FFACFC-04-03-18-2019
Moved by B. Richards and seconded by P. Johnston
CARRIED

6. Committee business & reports

6.1 Curriculum Committee
Reported by C. Rimmer, Chair, FFAC Curriculum Committee

Chandelle Rimmer, Chair, FFAC Curriculum Committee, provided the following report from the January 22, 2019 and February 27, 2019 meetings:
• Terri Suntjens, Director, and Krista Hanscomb, Community Engagement Coordinator and Student Advisor, kîhêw waciston, presented on the educational services offered through kîhêw waciston and recommended that faculty and staff educate themselves, reach out, and build relationships.
• The committee requested that all curriculum approvals first require department council approval. The department council approval dates ensure committee members that the materials presented have been reviewed by subject-matter experts and allows them to focus on higher-level review.
• The new online syllabus system is delayed and will likely not be implemented this academic year. For now, faculty should continue working in the Google Team drive.
• The committee approved the Bachelor of Communication Studies and Theatre Production admission criteria.
• The committee approved the Arts and Cultural Management 2020-2021 Program of Study.
• The committee approved the following master course syllabi: AGAD 105, 107, 112, 120, 122, 209, 225, 226, 229, 230, 232, 235, and 320; BCSC 340, 380, 431, 440, 441, 452, and 480; and MUSC 208, 233, 235, 326, 327, 335, 336, 341, 345, and 437.

6.2 Research Committee
Reported by I. Sperano, Vice-Chair, FFAC Research Committee

Isabelle Sperano provided the following report from the January 18, 2019 and February 15, 2019 meetings:
• The committee reviewed goals 2, 3, and 4 of the strategic plan and expects to complete its review of the action items by the end of the term.
• Lynne Honey, Director, Office of Teaching and Learning Services, presented on resources available from Teaching and Learning Services and how they can support the Scholarship of Teaching and Learning.
• The committee will review the Research Lab (11-434) guidelines at an upcoming meeting.
• There are twice as many FFAC students registered to participate in Student Research Day this year, which was one of the committee’s action items.

6.3 Research Adjudication Committee

There was no report.

7. Open discussion

The Bachelor of Fine Arts and Graphic Design diploma proposals will be presented at General Faculties Council tomorrow, March 19, 2019.

8. Adjournment

The meeting adjourned at 6:45 p.m.