

FACULTY COUNCIL MEETING

APPROVED MINUTES

Friday, Oct 21, 2011 – 10:00 AM TO NOON

Room A421

Attendees: Doris Ball, Colleen Bell, Adrienne Chan, Heather Comeau, Carol Dickson, Dianne Common, Leah Douglas, Elizabeth Dow, Ian Hunt, Mike Ivanof, Maureen Kiner, Sheryl MacMath, Rosetta Khalideen, Jan LashbrookGreen, Katherine MacLaren (recorder), Fiona McQuarrie, Don Miskiman, Lisa Moy, Gerry Palmer, Cindy Rammage, Kathie Ramsay, Barbara Salingré, Awneet Sivia, Christine Slavik, Barbara Stirskey

Regrets: Mark Breedveld, Gillian Bubb, David Dobson, Kevin DeWolde, Sandy Hill, Joe Ilsever, Keith Lownie, Shirley Lister, George Melzer, Kim Milnes, Gwen Point, Cindy Stewart, Sundeep Sandhu, Pieter Steyn

Chair: John Hogg

1. WELCOME/INTRODUCTIONS

The meeting commenced at 10:05 with Rosetta Khalideen welcoming everyone to the meeting and introducing John Hogg as the chair during Cyrus Chaichan's absence. Rosetta noted that the objective at this meeting is to finish the agenda and leave enough time for a lengthy discussion on Learning Outcomes. Rosetta acknowledged the efforts of the Learning Outcome team to facilitate these discussions. (Mike Ivanof, Colleen Bell, Sheryl MacMath and Adrienne Chan).

2. ADOPTION OF AGENDA

On a motion duly made and seconded, the agenda was approved with the following additions/amendments:

- Addition of Item 6.5 – Nominations for Teaching Excellence Award Selection Committee
 - Amendment to typing error – Item 5.0 Membership should be "Membership"
- (Moved: Sheryl MacMath; seconded: Robert Harding). Motion carried unanimously.

3. APPROVAL OF MINUTES – Sept 23, 2011

On a motion duly made and seconded, the minutes were approved with the change to add Robert Harding under Regrets.

(Moved: Christine Slavik; seconded: Elizabeth Dow). Motion carried unanimously.

4. NEW BUSINESS/DISCUSSION

4.1. Terms of Reference

The Dean called for any last comments or concerns regarding the final draft. Rosetta explained some additions and amendments:

- 4.1.f) two representatives from each faculty offering a degree program . . .; this is a new clause as defined by Senate.
- 5c) a Vice-Chair was added. The Chair and Vice-Chair run the meetings and can set and cancel meetings, which differs from the "Chair of the Faculty", who is the Dean.
- 6) Quorum has been increased from 20 to 25%. This change was due to the decrease in the size of the faculty due to the departure of Health Sciences. A 20% quorum, at our current membership size, would only require 12 members present. The increased 25% quorum means a more substantial group of 16 people will be required.

The Terms of Reference will be now sent to the Senate Governing Committee, which in turn will proceed to Senate for approval.

On a motion duly made and seconded that the revised Terms of Reference can be forwarded to Senate for final approval.

(Moved: Gerry Palmer; seconded: Robert Harding). Motion carried unanimously.

ACTION: Forward revised Terms of Reference to the Senate Governance Committee

4.2. Honours Degrees

The discussion at the Faculty of Professional Studies Faculty Council regarding the General Framework for Honours Degrees identified the following:

Suggested Requirements:

2a) It should be specified that the additional 9-12 credits should be upper level credits, preferably at the 400 level.

2b) It was felt that departments/programs should be able to choose either of the suggested requirements, but should not have to do both.

Other

A minimum CGPA to receive an Honours Degree should be specified (beyond the “normal” CGPA).

4.3. Undergraduate and Graduate Programs, Approval Process

Faculty had the opportunity to discuss the above new policies:

- These policies are not substantially different from before.
- This is a competency document; the Masters of Social Work program is developing this concept for their Graduate Program as it is a post-degree program.
- There are various roles for Faculty Council within these policies from curriculum to Graduate versus Undergraduate programs.
- Upon reviewing Appendix B 1.4 (Undergraduate Program Approval Process) it appears we must create a Faculty Council Undergraduate Committee.
- There needs to be course level clarification between Undergraduate and Graduate programs.
- There is concern about 500 level courses as these are post-Baccalaureate, not Graduate courses.
- There will be further opportunities for people to contribute information over the next two to three months. The policy does not need Faculty Council approval but we are being asked for feedback.

ACTION: Send request for additional comments within one week to combine with this meeting's feedback

4.4. Capacity of Programs

Rosetta Khalideen gave an overview:

The university needs to incorporate better efficiencies in areas such as course capacity. According to the collective agreement, 36 is the maximum number of students per course; with that in mind we need to look at course capacity of some of our Faculty's courses. Within UFV (in general) some courses have been capped at 25 which in turn creates the need for more sessions and sessionals. Sometimes this cap is understandable (for example practicum programs) but there needs to be some research into some of the other course capacities. This is just an informative discussion for now; shortly departments will be asked why course capacities are below the 36 student maximum.

Faculty discussion:

Faculty suggested that some of these issues could be solved at an institutional level with

implementation of teaching assistants, more instructors and capping enrollment. Enrollment management needs to be addressed as there is a concern about the number of students who are accepted but they find that they cannot get into a class. There should be a distinction made between cohort/program/under & graduate when capping numbers as well as better funding and allocation of resources. The Faculty could develop an adhoc committee to look at student success as well as capping; the Teacher Learning Advisory Committee should be part of these considerations as well.

A recommendation to create an adhoc committee for this task would be useful. For now this is just an information discussion. This item will come back to Faculty Council and Rosetta will also bring it forward to Dean's Council.

5. MEMBERSHIP OF STANDING COMMITTEES AND OTHER AREAS

The membership list that was distributed will be amended to include members of Senate Subcommittees that represent our Faculty. Faculty were asked to send any additions to Katherine to be included.

Elizabeth Dow requested her representation on Senate Committees be added to the Faculty's List of Representatives. Heather Compeau will step down from representing the Faculty with the Faculty of Trades.

6. REPORTS

6.1. Reports from Committee

6.1.1. Nominations and Elections Committee

There is a vacancy for representation in the Faculty of Trades. The call for student representation is still ongoing, one staff member is still required and there are openings for sessional representation on Faculty Council.

6.1.2. Field Education and Practicum Committee

Nothing to report

6.1.3. Retention Committee

Abebe Teklu is the newest member of the Retention Committee.

6.1.4. Learning Exchange Committee

The committee now has five members and intends to meet shortly.

6.1.5. Faculty Newsletter Committee

October 28th is the deadline for items with the hope to have the newsletter in boxes by mid-November. Target publication date for the next edition is mid-November.

6.2. Dean's Report

Rosetta welcomed any comments or questions on the report.

6.3. Reports from Other Faculty Councils

6.3.1. Faculty of Science

This Faculty is also undergoing their own Learning Outcomes discussions. Awneet Sivia is our new representative and plans to attend the next meeting on November 4.

6.3.2. Faculty of Trades – nothing reported.

6.3.3. Faculty of Access and Open Studies

Cindy Rammage attended her first meeting. Learning Outcomes discussions have begun.

6.3.4. Faculty of Health Sciences

The Faculty is creating a TOR document. Meetings will alternate between Chilliwack and Abbotsford campuses.

6.4. Report from Senate –

Academic versus nonacademic misconduct policies are being reviewed. Information is available on the website and there is a small window of time for comments. These policies should prove beneficial as they provide more rights to students and removes the discipline responsibility from instructors.

6.5. Nominations for Teacher Excellence Awards Standing Committee (TEASC)

Call for nominations for members of the TEASC should be passed to the Nominations and Elections Committee. Carol Dickson requested people to consider the nominations as past volunteers have reported that this was a rewarding committee.

7. LEARNING OUTCOMES – GROUP DISCUSSION

The Faculty was given time to discuss Learning Outcomes for the university. They were split into groups representing areas and departments across the faculty and given time to:

- Share common values/outcomes from each program;
- Come up with a list of prioritized outcomes; and
- Give a definition of the outcomes.

After much discussion the groups submitted their conclusions which will be distributed to Faculty Council before the next meeting.

ACTION: Send Learning Outcomes discussion summary to Faculty Council.

8. INFORMATION ITEMS

8.1. Race & Anti-Racism – Report on Building Anti-Racism & Inclusive Communities at UFV.

Adrienne Chan encouraged people to read the report which is available at:

<http://www.raceantiracismnetwork.ca/ran-report/62-ran-report.html>

8.2. Next Faculty Council meeting: scheduled for November 18 in Abbotsford room A421.

9. ADJOURNMENT

The meeting was adjourned at 11:55.

(Moved: Gerry Palmer; seconded: Sheryl MacMath). Motion carried unanimously.