

FACULTY COUNCIL MEETING

APPROVED MINUTES

Friday, Sept 23, 2011 – 10:00 AM TO NOON

Room A421

Attendees: Don Miskiman, Colleen Bell, Les Stagg, Keith Lownie, Cindy Rammage, Doris Ball, Barb Stirskey, Adrienne Chan, Leah Douglas, Mark Breedveld, Lisa Moy, Elizabeth Dow, Christine Slavik, Kathie Ramsay, Maureen Kiner, Gerry Palmer, George Melzer, Kim Milnes, Jan LashbrookGreen, Ian Hunt, Barbara Salingré, Carol Dickson, Rosetta Khalideen, Katherine MacLaren (recorder)

Regrets: Gillian Bubb, Heather Compeau, Kevin DeWolde, David Dobson, Robert Harding, Sandy Hill, John Hogg, Mike Ivanof, Mark Lee, Shirley Lister, Fiona McQuarrie, Gwen Point, Awneet Sivia, Cindy Stewart, Pieter Steyn

Chair: Gerry Palmer

1. WELCOME/INTRODUCTIONS

The first meeting for the academic year commenced at 10:10 a.m. Gerry Palmer welcomed the faculty to the meeting and to the new academic year.

2. ADOPTION OF AGENDA

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

- Addition of Item 4.5 Learning Outcomes
- Addition to Item 6.1.2 Expression of Interest
- Addition of Item 6.5 Honours Degree
- Addition of Item 7.2 Race & Anti-Racism
- Addition of Item 7.3 Undergraduate and Graduate Programs – Approval Process
(Moved: Mark Breedveld; seconded: Les Stagg). Motion carried unanimously.

3. APPROVAL OF MINUTES – May 13, 2011

On a motion duly made and seconded, the minutes were approved.

- (Moved: Christine Slavik; seconded: Don Miskiman). Motion carried unanimously.

4. NEW BUSINESS/DISCUSSION

4.1. New Program Approvals

The Adult Education and Workplace Training Certificate (AEWTC) proposal is a revised version of an earlier preapproved proposal where the certificate name has been changed from 'Certificate in Adult Teaching and Learning' to 'AEWTC'.

On a motion duly made and seconded the program was approved.

(Moved: Maureen Kline; seconded: Kim Milnes). Motion carried unanimously.

4.2. Course and Program Change Approvals

Course changes for SOWK 210; SOWK 301; SOWK 380; SOWK 394; SOWK 412; SOWK 483; SOWK 491; SOWK 493; SOWK 497 have undergone a rigorous review process prior to presentation at Faculty Council. Les Stagg and Rosetta Khalideen noted the work that went in to rewording the Learning Outcomes. Rosetta asked that previous course content items 1-13 (SOWK 497) be struck out as they have been replaced by new ones.

On a motion duly made and seconded, the course changes were approved with the previous course content items 1-13, in SOWK 497, removed.

- (Moved: Elizabeth Dow; seconded: Cindy Rammage). Motion carried unanimously.

ADED 340 has a prerequisite change to 'Strongly recommend ADED 320'. Rosetta Khalideen asked for amendments to Course Content before approval could be given.

On a motion duly made and seconded the course changes are approved subject to language changes that do not change the substance of the course. Changes will be subject to Dean's approval.

- (Moved: Ian Hunt; seconded Les Stagg). Motion carried unanimously.

Rosetta Khalideen noted that class sizes will be looked at in the future with pedagogical and budget considerations.

4.3. Undergraduate Continuance Policy

Feedback from the Undergraduate Continuance policy revision was requested and recorded, this will be sent to the committee. Another draft of the policy should come back to Faculty Council.

ACTION: Feedback will be forwarded the Dean.

4.4. Revised Research Ethics Policy 54

Adrienne Chan provided an overview on the revised Research Ethics policy. The policy will be reviewed and presented to the Senate Research Committee in October for approval. Adrienne asked for comments about the policy to be emailed to Yvette Fairweather.

4.5. Learning Outcomes

Graduates of programs should have to meet certain learning outcomes. UFV has requested that a document articulating UFV Learning Outcomes be drafted by May 2012, which will be a challenging time line. Faculty agreed that learning outcomes should be consistent within the faculty, therefore group discussions will take place at the next Faculty Council meeting. Faculty were asked to come prepared to discuss this at the next meeting.

ACTION: A call out will be sent for facilitators for the next meeting.

5. MEMBERSHIP OF STANDING COMMITTEES AND OTHER AREAS

Nominations & Elections – Lisa Moy will stay for the Fall term, Leah Douglas has volunteered to be a member and Mark Breedveld will help out during the Fall term.

Field Placement – has a full membership with Les Stagg staying on as Chair.

Retention – This committee needs one more person. The committee meets at 9:00 a.m., prior to the faculty council meeting.

Learning Exchange – A call will go out for committee members.

Newsletter – Christine Slavik will stand in for Maple Melder-Cozier (on sabbatical) and Jan LashbrookGreen volunteered as the newest member. There is room for one more member.

Faculty of Access & Open Studies (representative) – Cindy Rammage volunteered for this role.

Staff Representative – One more representative is needed, a call will go out.

Sessional Representative – There are up to three more openings, a call will go out.

Student Representatives – A call is being issued through A&R. Faculty was asked to let their student's know they should check their emails.

ACTION: A call will be sent out for the committees and areas that are in need of members.

6. REPORTS

6.1. Reports from Committees

6.1.1. Terms of Reference Review Committee

The final draft which incorporated feedback received from faculty (was handed out at the meeting). Discussion on the final draft will be deferred to October's meeting and the final approved version will be sent to Senate for their approval.

6.1.2. Nominations and Elections Committee

An expression of interest for one representative to sit on the Senate Budget Committee was read out.

6.1.3. Field Education and Practicum Committee

Les Stagg provided a definition of a Field Placement as a practicum, internship or field placement. Criminal checks have become consistent UFV wide, are good for five years, and are accepted by the Ministry of Education. This could become an admission process (not a condition of admission) so that a criminal record check is in place for the duration of a student's time with UFV. Work with the Risk Management office is ongoing to develop a universal policy on how to respond to student problems at work sites.

6.1.4. Retention Committee

The committee is looking for statistics on how many students are completing their programs as well as data on competitive entry versus non-competitive entry. Other committee considerations include students fitting into their programs and international students.

6.1.5. Learning Exchange Committee – No report

6.1.6. Faculty Newsletter Committee – Coming soon!

6.2. Dean's Report

Rosetta Khalideen called for responses and questions or invited emails once the faculty has had a chance to read the report.

6.3. Reports from Other Faculty Councils

6.3.1. Faculty of Science – No report.

6.3.2. Faculty of Trades – No report.

6.3.3. Faculty of Access and Open Studies

The Faculty name is now official and the TOR for the Curriculum Committee has been accepted. This Faculty now includes Assessment Services. Marie Bos-Chan is the new vice-chair representative of their Faculty Council and two student representatives have already been appointed.

6.4. Report from Senate – Deferred to the next meeting.

6.5. Honours Degree – The UEC memo 'General Framework for Honours Degrees' was distributed. Rosetta Khalideen asked for feedback to be sent directly to her. This item will be deferred until the next meeting.

7. INFORMATION ITEMS

7.1. Next Faculty Council meeting: scheduled for October 21 in Abbotsford room A421.

7.2. Race & Anti-Racism – Corresponds to the RACE and ANTI-RACISM NETWORK hand out given at the meeting. Of particular note is the Safe Harbour Training on October 13, 2011; please note that this event requires preregistration.

7.3. Undergraduate and Graduate Program approval process – The draft will be sent out to Faculty Council with a request that feedback to be sent to Carol Dickson or Rosetta Khalideen. This item will be discussed at the next meeting.

ACTION: The draft will sent out to Faculty Council for review.

8. ADJOURNMENT

The meeting was adjourned at noon.