

UNIVERSITY OF THE FRASER VALLEY
FACULTY OF PROFESSIONAL STUDIES
FACULTY COUNCIL MEETING
Friday, April 15, 2011 – 10:00 AM TO NOON
Abbotsford Campus Room A421

MINUTES

Attendees: Pamela Causton, Maggie Theron, Barbara Stirskey, Les Stagg, Crystal Heywood, Gerry Palmer, Kathie Ramsay, Barbara Salingre, Sandy Hill, Awneet Sivia, Samarjit Dhillon, Diane Reed, Don Miskiman, Colleen Bell, Heather Compeau, Gillian Bubb, Keith Lownie, John Hogg, Gianina Bocsanu, Georgina Marsom, Christina Neigel, Cindy Rammage, Christine Slavik, Ian Hunt, Adrienne Chan, Lisa Moy, Gwen Point, Shirley Lister, Mark Breedveld

Associate Dean: Fiona McQuarrie

Meeting Chair: Gerry Palmer

Regrets: Lisa Almos, Renette Aubin Boisclair, Cyrus Chaichan, Dianne Common, Karen Davidson, Kevin Dewolde, Elizabeth Dow, Sheila Edwards, Rosie Friesen, Robert Harding, Lee-Ann Jackson, Debbie Jobb, Sheryl MacMath, Kim Milnes, Adele Phillips, Janine Roberts, Shelley Steidle, Pieter Steyn, Paula Stubbings, Marlene Upton, Dawna Williams, Maureen Kiner, Rosetta Khalideen

Guest: Craig Toews, UFV Capital Planning

1. **Welcome** – Meeting called to order at 10:10

2. **Approval of Agenda**

Fiona requested two additions to the agenda under Information Items: Research, and Extended Library Hours.

On a motion duly made and seconded, the agenda was approved as amended (moved: Les Stagg, seconded: Christina Neigel). Motion carried unanimously.

3. **Approval of Minutes – March 18, 2011**

With apologies, last meeting's minutes have not yet been distributed. When available they will be distributed, and be on the agenda of the next meeting.

4. **Guest: Craig Toews.** Craig gave an overview of UFV Capital Planning and answered questions.

5. **New Business**

5.1 **Course and Program Change Approvals**

5.1.1 **TEP Secondary Program**

Awneet gave an overview of the TEP secondary program proposal.

- The TEP Secondary program proposal was unanimously approved as circulated. (moved: Maple Melder-Crozier, seconded: Christine Slavik).
- New Courses – The following course outlines were unanimously approved as circulated. (moved: Adrienne Chan, seconded: Sandy Hill).
 - EDUC 441
 - EDUC 413

- EDUC 431
- EDUC 432
- EDUC 434A
- EDUC 434B
- EDUC 435
- EDUC 436
- EDUC 437A
- EDUC 437B
- EDUC 440
- EDUC 499
- Revised Courses –The revised course outlines for the following courses were unanimously approved. (moved: Sandy Hill, seconded: Les Stagg).
 - EDUC 450
 - EDUC 446
 - EDUC 447
 - EDUC 448
 - EDUC 410
 - EDUC 445
 - EDUC 442
 - EDUC 444
 - EDUC 495
 - EDUC 452
 - EDUC 454
 - EDUC 460
 - EDUC 490
 - EDUC 492

5.1.2 Certificate in Adult Teaching and Learning (CATL)

- Ian Hunt reviewed the proposal. The CATL Proposal was unanimously approved as circulated. (moved: Georgina Marsom, seconded: Gwen Point).
- The changes to the official course outline for ADED 340 were unanimously approved as circulated. (moved: Les Stagg, seconded: Christine Slavik).

5.2 Review of Committee Membership

The Terms of Reference for the council's standing committees state that members' terms are for two years. As each standing committee was created two years ago, the terms of most of the committee members will be ending soon. Fiona requested that each committee review its membership and come to the May meeting with notifications of any vacancies or requests for members to be reappointed.

5.3 Faculty Newsletter Committee

The committee is an ad hoc committee that should become a standing committee, as it meets regularly and has a formal mandate, The motion that the Newsletter Committee become a Standing Committee of the Professional Studies Faculty Council was approved unanimously. (moved: Ian Hunt, seconded: Heather Compeau). The committee will bring a draft 'Terms of Reference' document to the May meeting.

6. Reports

6.1. Reports from Established and Ad Hoc Committees:

6.1.1. Nominations and Elections Committee - No report

6.1.2. Field Education and Practicum Committee

Christina Neigel discussed the issue of Risk Management regarding field placements. There is no global approach for risk management; procedures need to be put in place.

Leslie Hunter (UFV Associate Director of Emergency Planning and Risk Management) has requested that she become a member of the committee. Representatives from

several other programs outside Professional Studies that have field placements in their programs have asked to join the committee as well. The committee terms of reference allow the Dean to appoint members to standing committees as necessary. These requests will be directed to Rosetta.

6.1.3 Retention Committee - No report

6.1.4 Learning Exchange Committee - No report

6.1.5 Faculty Newsletter Committee

This issue will have 12 pages. Thanks to everyone for submitting information. The draft layout is being circulated and the printed newsletter will be distributed in May.

6.1.6 Terms of Reference Review Committee

The committee circulated a draft of the Faculty Council with suggested changes. They announced that they did not intend to discuss the changes today but that they would bring a revised version to the May meeting for approval. Feedback and comments on the suggested changes are welcome.

6.2 Reports from other Faculty Councils:

6.2.1 Faculty of Science – Maple Melder Crozier (Professional Studies rep to Sciences Faculty Council) will be on sabbatical next year.

6.2.2 Faculty of Access & Open Studies – working on their Terms of Reference.

6.2.3 Trades - Trades is curious about Professional Studies Faculty Council standing committees as they are considering some subcommittees for their own Faculty Council.

6.3 Report from the Senate – The academic priorities committee has met twice and is in the process of determining what its role and mandate will be.

6.4 Dean's Report

- New faculty: welcome to Crystal Heywood from Health Sciences
- Convocation dates are out, please plan to attend. Professional Studies convocation is the afternoon of June 10 (Thursday). Faculty should RSVP their attendance to Auriel Heron (Marketing), especially if they need a gown for the ceremony.
- The next President's Leadership Lecture will be on April 26, Dr. Sylvain Charlebois (Guelph) will speak on "Where is the global food system headed?".

7 Information Items

7.1 Proposed Changes to Library Borrowing Policy – changes were reviewed by Shirley Lister for consideration.

7.2 Next Faculty Council Meeting: Friday, May 13 at 10am in Abbotsford room A421.

7.3 Research at UFV – Two handouts were distributed. One was a discussion paper by Sylvie Murray (history) on a way of defining research, based on Ernest Boyer's types of scholarship. The second was a grid created by Noham Weinberg (chemistry) demonstrating how standards for evaluating research could be articulated for a specific academic discipline. This grid is similar to the format used by TRU to determine standards for achieving different classifications in their rank and tenure system. Both of these documents were endorsed by the Research Advisory Committee and the committee has requested that they be discussed at Faculty Councils. Members were asked to be prepared for a discussion based on these documents at the May meeting.

7.4 Extended Library Hours – Campus library will be opened all 4 days, over the Easter weekend, with no reference assistance available (Abbotsford library only).

8 A motion to adjourn the meeting at 12:05 pm was carried (moved: Don Miskiman, seconded: Les Stagg).