

FACULTY COUNCIL MEETING

APPROVED MINUTES

Friday, February 24, 2012 – 10:00 AM TO NOON
Room A421

Attendees: Rosetta Khalideen, Carol Dickson, Ronda Cohen, Michael Windsor, Lorraine Wood-Gaines, David Dobson, Gillian Bubb, Mark Breedveld, Don Miskiman, Colleen Bell, Heather Compeau, Mike Ivanof, Doris Ball, John Hogg, Glen Paddock, Elizabeth Dow, Christina Neigel, Christine Slavik, Cindy Rammage, George Melzer, Barb Stirskey, Gerry Palmer, Ian Hunt, Kathie Ramsay, Leah Douglas, Barbara Salingré, Les Stagg, Jan Lashbrook Green

Regrets: Adrienne Chan, Jane Dean, Kevin deWolde, Robert Harding, Sandy Hill, Maureen Kiner, Anand Kishore, Shirley Lister, Lorne MacKenzie, Sheryl MacMath, Maple Melder-Cozier, Lisa Moy, Gwen Point, Awneet Sivia, Cindy Stewart, Kim Milnes, Abebe Teklu, Fiona McQuarrie

Chair: Cyrus Chaichian

1. WELCOME/INTRODUCTIONS

The meeting commenced at 10:00 by welcoming Lorraine Wood-Gaines as the new sessional representative as well as Ronda Cohen and Michael Windsor as the new student representatives.

2. ADOPTION OF AGENDA

On a motion duly made and seconded, the agenda was approved with the following additions: Item 4.6 Travel Policy and 4.9.3 Senate Representative.

(Moved: Gerry Palmer; seconded: Don Miskiman). Motion carried unanimously.

3. APPROVAL OF MINUTES – January 27, 2012

On a motion duly made and seconded, the minutes were approved with the following amendments: remove hyphen from Jan Lashbrook Green's name on page 4; include Christine Slavik as an attendee.

(Moved: Gerry Palmer; seconded: Elizabeth Dow). Motion carried unanimously.

Faculty Council was reminded that attendance is determined by the signup sheet at the front of the meeting room and that it is their responsibility to ensure they sign in at each meeting in order to be included as an attendee.

4. NEW BUSINESS/DISCUSSION ITEM

4.1. SCHOOL OF SOCIAL WORK

Course Change Approval

4.1.1. SOWK 450 - Course outline (resubmission).

Discussion: Changes include a change of lecture hours to 45 and some verb amendments.

On a motion duly made and seconded to approve course changes to SOWK 450 as submitted.

(Moved: Elizabeth Dow; seconded: Don Miskiman). Motion carried unanimously.

4.1.2. SOWK Calendar Changes (Certificate/Diploma)

Community Support Worker Certificate.

Discussion: Changes have been made to enhance readability and clarity. Deleted text referencing 'group interviews' and 'must be willing to undergo a criminal record check'.

Criminal Record Checks are now addressed under the section for Practicum regulations.

On a motion duly made and seconded to approve changes to the Community Support

Worker certificate as submitted by the School of Social Work.
(Moved: Elizabeth Dow; seconded: Gerry Palmer). Motion carried unanimously.

Social Services Diploma.

Discussion: Amendments include: a change in entrance requirements from 'Mature students' to 'Students 19 and older'; the interview requirement taken out; and practicum regulations clarified.

On a motion duly made and seconded to approve changes to the Social Services Diploma as submitted by the School of Social Work.

(Moved: Barbara Salingré; seconded: Leah Douglas). Motion carried unanimously.

Social Services Diploma (First Nations option)

Discussion: Amendments include: a change of the term 'First Nations' to 'Indigenous Peoples' in a culturally appropriate fashion; the Criminal Record check is now mandatory; and the interview requirement was removed.

On a motion duly made and seconded to approve changes to the Social Services Diploma (First Nations option) as submitted by the School of Social Work.

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

4.1.3. SOWK Calendar Changes (Bachelors)

Bachelor of Social Work

Discussion: Changes include: clarification of the requirement to qualify Arts & Sciences elective courses; GPA requirement to 2.67 from 2.75; recruitment clarification; interim transcripts, reference to 'Director' amended to 'Programs Advisor'; The GPA was changed to maintain consistency throughout all SOWK programs.

On a motion duly made and seconded to approve changes to the Bachelor of Social Work calendar copy as submitted by the School of Social Work.

(Moved: Elizabeth Dow; seconded: Christina Neigel). Motion carried unanimously.

Bachelor of Social Work, Child Welfare specialization

Discussion: Changes include: correction to the SOWK 380 course name; clarified information on extended studies; and a general clean up. The use of 'Welfare' in the name (instead of 'Protection') was kept for stabilization reasons as the Ministry of Child and Family Development (MCFD) is currently discussing a further name change.

On a motion duly made and seconded to approve changes to the Bachelor of Social Work: Child Welfare Specialization as submitted by the School of Social Work.

(Moved: Elizabeth Dow; seconded: Leah Douglas). Motion carried unanimously.

Calendar approvals – Given the high number of calendar changes and the diversity of the programs within the Faculty, Rosetta Khalideen asked members if they would find a Curriculum Committee useful. The general consensus at this time is that this would create another layer of approval and that departments ensure that they work with due diligence when preparing changes to programs. Faculty were reminded that in the absence of a Curriculum Committee, it becomes each member's duty to fully understand what they are voting on to ensure items that proceed to Senate are ready for final approval.

4.2. Update on the TEP Secondary Program

The TEP Secondary Program changes approved by Faculty Council in April 2011 were delayed in proceeding to UEC as the BC College of Teachers, the accreditation body for the program, was suspended. We have since received notification by the Teachers Registration Branch, the new accreditation body, that approval may be given as early as by April of this year. In that light, the documents will move forward to UEC with no significant changes from documents approved by Faculty Council last year. Rosetta thanked Barbara Salingré for her continued hard work on this program.

4.3. Directed Independent Studies Policy

Faculty Council supplied feedback on this last policy year. The Dean of the College of Arts is now asking for changes that will need to go back to Faculty Council. Since these changes are not available at this time; this item will be tabled until the next meeting.

ACTION: - Bring forward to the next Faculty Council meeting agenda. (Katherine MacLaren)

4.4. Change in Faculty Council's Terms of Reference

This agenda item name should be changed to "Implementation of Faculty Council TOR" as it addresses the new elected Chair and Vice-Chair clauses. Rosetta Khalideen asked if the Faculty Council meeting Chair and Vice-Chair, in consideration to the recently approved TOR should be elected now or next academic year. The Faculty determined now is the right time and that staggered terms are not a consideration. Cyrus Chaichian was nominated and elected as Chair and Christine Slavik was nominated and elected as Vice-Chair.

On a motion duly made and seconded to elect Cyrus Chaichian as the Faculty Council Chair for a two year term.

(Moved: Christine Slavik; seconded: Gerry Palmer). Motion carried unanimously.

On a motion duly made and seconded to elect Christine Slavik as the Faculty Council Vice-Chair for a two year term.

(Moved: Gillian Bubb; seconded: Don Miskiman). Motion carried unanimously.

4.5. Timetabling

The institution works on a six day plan. Department Heads and Directors have been asked to assess how to better distribute classes evenly throughout the week and across all campuses (Chilliwack, Mission) to prevent overflow and bottleneck. The discussion was opened to Faculty.

- If UFV would like courses offered outside of the standard work week, support services should be in place (facilities, cafeteria, etc.).
- Hybrid and more online classes are another way to relieve classroom bottle necks; the University of Alberta hosts podcast classes.
- Students should be surveyed to see what they would like.

In summary Faculty would be open to look at new timetabling with further investigation, an evaluation of what students' want, and the appropriate support resources.

4.6. Travel Policy

The Travel Policy is at the draft stage and was briefly discussed by Faculty Council. The Field Education Committee has just begun to address this. Initial discussion indicates the policy: makes reference to the University of Alberta, which needs updating; makes references to items not included (eg. Appendix A: Staff and Faculty Guidelines); speaks of a risk assessment (which is not attached) that is not specific to responsibilities and liabilities; and could possibly create more paperwork for practicums.

The policy will be brought forward to individual departments and schools for further discussion and then deferred to the next Faculty Council meeting.

ACTION: - Take policy to discuss at each department and bring comments back to the next Faculty Council meeting. (Department Heads/Directors)

ACTION: - Bring forward to the next Faculty Council meeting agenda. (Katherine MacLaren)

ACTION: - Request that a risk management speaker attend either the next Faculty Council meeting or the departments' meetings. (Dean's office)

4.7. Aboriginal Policy Framework

The Aboriginal Policy Framework addresses principles, goals, objectives and strategies, and then identifies the current activities to meet these. Rosetta Khalideen distributed a questionnaire to initiate thoughts on the discussion. The item will be brought forward to the next Faculty Council meeting.

ACTION: - Bring forward to the next Faculty Council meeting agenda. (Katherine MacLaren)

General Discussion – There are numerous discussion items needing Faculty Council's attention and time. The meetings are not long enough to address each item fully, one solution is to have a three hour Faculty Council meetings.

4.8. Categories and Criteria of Scholarships

Our diverse Faculty needs to determine how we should measure criteria in regards to scholarship, teaching and service. We need to create a document with our Faculty's criteria components so our requirements are included in the University's. RAC plans to release their definition of scholarship. Individual areas should discuss this to assess a strategy and determine how the criteria can be used. Christine Slavik agreed to facilitate more strategic discussions at the next Faculty Council meeting.

ACTION: - Take discussion to each department and bring comments back to the next Faculty Council meeting. (Department Heads/Directors)

ACTION: - Bring forward to the next Faculty Council meeting agenda. (Katherine MacLaren)

4.9. Membership

4.9.1. Nominations and Elections Committee
Not addressed

4.9.2. Staff Representative
Not addressed

4.9.3. Senate Representative
Christine Slavik has agreed to represent our Faculty. As Christine was the only nominee to come forward Faculty Council does not need to vote. There were no objections to putting Christine's name forward.

*****Due to time constraints the items below were not addressed*****

5. Reports

5.1. Reports from Committees

- 5.1.1. Nominations and Elections Committee**
- 5.1.2. Field Education and Practicum Committee**
- 5.1.3. Retention Committee**
- 5.1.4. Learning Exchange Committee**
- 5.1.5. Faculty Newsletter Committee**

5.2. Dean's Report

5.3. Reports from Other Faculty Councils

- 5.3.1. Faculty of Science**
- 5.3.2. Faculty of Trades**
- 5.3.3. Faculty of Access and Open Studies**
- 5.3.4. Faculty of Health Sciences**

5.4. Report from Senate

6. INFORMATION ITEMS

6.1. The Next Faculty Council meeting is scheduled for March 23, 2012 at 10:00am in room A421.

7. ADJOURNMENT

The meeting was adjourned at 12:10pm.

(Moved: Gerry Palmer; seconded: Don Miskiman). Motion carried unanimously.