

**UNIVERSITY OF THE FRASER VALLEY  
FACULTY OF PROFESSIONAL STUDIES  
ALL FACULTY MEETING**

Friday, February 6, 2009 – 1:00 to 3:00 p.m.

Abbotsford Campus Room B101

**MINUTES**

---

**Attendees:** Rosetta Khalideen (Chair), Mark Breedveld, Vlada Dvoracek, Cindy Rammage, Les Stagg, George Melzer, Ed Li, Gillian Bubb, Cyrus Chaichan, Gerry Palmer, Keith Lownie, Ron Zitron, Christina Neigel, Jan Lashbrook Green, Cathy Ramsay, Jane Dean, Maureen Kiner, Lorne Mackenzie, Larry Howe, John Hogg, Adrienne Chan, Pieter Steyn, Ian Hunt, Paul Orłowski, Shirley Lister, Barbara Salinger, Curtis Magnuson, Lisa Moy, Lucky Kang, Sheila Edwards, Hannah MacDonald, Nancy Goad, Shelley Canning

**Guest:** Dianne Common

**1. WELCOME AND INTRODUCTIONS**

Dianne Common attended the meeting in order to address the New Faculties agenda item.

**3.2 Business Arising**

**3.2.1 New Faculties**

The Faculty of Access and Transition and the Faculty of Graduate and Interdisciplinary Studies have been proposed to ensure that everyone within an academic department have representation at Senate in accordance with our new legislation and to ensure that at Senate, which is the preeminent academic advising body at UFV, the predominant voice is the academic voice. Discussions regarding the interdisciplinary and graduate programs are ongoing and an advisory group, reporting to the VP Academic, may be struck to move through thoughts in putting this idea forward.

Discussion regarding the Faculty of Access and Transition included the following points:

This will be another groundbreaking Faculty for UFV.

Karen Evans has agreed to act as Dean during the transition period.

This will give Faculty in the UUP and ESL departments a voice on Senate.

Dianne Common plans to put this item forward to Senate in March. If people wish to submit comments and feedback they should do so either directly to Dianne, or through Rosetta and she will forward to Dianne.

**2. ADOPTION OF AGENDA**

ON A MOTION DULY MADE AND SECONDED, that the Agenda be accepted with the addition of item **6.2 – Adjunct Faculty** ***Motion carried***

**3. APPROVAL OF MINUTES**

**3.1. Approval**

ON A MOTION DULY MADE AND SECONDED, that the Minutes be accepted with the following changes:

Jan Lashbrook Green (*no hyphen*)

Les Stagg (*2 g's*)

Cindy Rammage (*not Mammage*) ***Motion carried***

**3.2. Business Arising**

**3.2.2 Program Review Policy**

The final document has been approved at Senate and by the Board. This policy is now operational. As a result, Adult Education is our first academic area scheduled for review in 2009/10. \$7000 will be available for each program review, as will additional resources from Institutional Research for data research. Programs that have been reviewed through an accreditation process will be available to share their knowledge through a "user group" type of support.

#### **4. CONTINUING BUSINESS**

##### **4.1. Terms of Reference – Faculty Council**

All Faculty have been asked to review the proposed general Faculty Council Terms of Reference. ON A MOTION DULY MADE AND SECONDED, that the Faculty of Professional Studies accepts the document of the Terms of Reference as is and it is ready to be sent to Senate for approval.

*Motion carried*

At the next meeting we will look at the processes for program and course approval that we will have to go through with the new Faculty Council structure.

##### **4.2. Schools in Professional Studies**

A short 2-page document was handed out at the last meeting. Current schools under the Faculty of Professional Studies are the School of Social Work and the School of Health Sciences. We are currently putting together a task force to look at the School of Education Studies/Community Development. Additionally, we are reviewing a possible School of Business and Economics, as 90% of Economics courses are subscribed to by Business students.

#### **5. NEW BUSINESS/DISCUSSION ITEMS**

##### **5.1. New Initiatives in Professional Studies**

- TEP is currently collaborating with local school districts on a teacher certificate program in leadership. We hope to ladder this into a future M.Ed.
- Health Sciences is planning a simulation lab with advanced technology to improve students' education. They are also working on potential post-degree certificate programs including a critical care certificate and an oncology certificate.
- Business is working on a non-profit management certificate with the Communications Department, a block transfer agreement with Douglas College for their diploma students and a Headstart program with Fraser Valley high schools.
- Social Work anticipates the first intake of their proposed MSW program in September 2010. The School is also working with MCFV and the Ministry of Health on enhancing work in the mental health field regarding co-occurring disorders.
- ECE/CYC is going through a complete curriculum review to align their program with the BC Consortium recommendations. The national accreditation process should come on line next year. Also, Maple Melder Crozier is working with MCFD regionally on a mentoring project to keep foster care children in high school.
- LIBIT is working on a continuing education project for library technicians who have already earned their diploma. This project is expected to have nationwide appeal and they hope to begin offering the program next September.
- ABT is planning an ABT alumni/employers survey for March to gather information as to how to help improve service.
- Adult Education is working with assessment services to draw up course outlines for experiential education/portfolio development.

##### **5.2. Adjunct Faculty**

The Adjunct Faculty draft document was distributed with the agenda package. Adjunct Faculty are intended to be non-remunerated, and service is as a result of professional commitment. It is a process of someone applying to be reviewed for a specific title, not an automatic recognition. Everyone needs to take the time to look at this and send comments or feedback to Rosetta by e-mail. She will then take the collated feedback to the Dean's table. The desire is to put this document forward on the agenda for the March Senate meeting. Dianne asked the group if they could approve this document in principle as this will help Science to go forward and start talks with their colleagues. The group supported the document with the expectation that some of the language be tidied up.

ON A MOTION DULY MADE AND SECONDED, that the Faculty of Professional Studies supports in principle the proposed adjunct faculty policy subject to review of the document.

*Motion carried*

**5.3. DQAB Exempt Proposal/Program Review** – addressed earlier in the meeting.

**5.4. Developing a Recruitment and Retention Strategy** – Lorne McKenzie will spend 5-10 minutes discussing this issue at the March meeting.

**5.5. Rank & Tenure** – Rosetta encouraged all Faculty to review Diane Griffiths memo regarding Rank and Tenure, and to visit the portal and get involved in the discussions.

#### **6. ADJOURNMENT at 3:05 pm.**