

**APPROVED MINUTES
Professional Studies Faculty Council**

Friday, February 21, 2014
10:00 a.m., Room A212, Abbotsford Campus

Chair: Cyrus Chaichian

Present:

Christine Nehring*	Frank Ulbrich	Christina Neigel	Elizabeth Dow
Amir Hajbaba	George Melzer	Leah Douglas	Sandy Hill
Margaret Coombes	Awneet Sivia	Lisa Moy	Robert Harding
Ron Wilen*	Maple Melder-Crozier	Mark Breedveld	Ron Zitron
Cyrus Chaichian	Glen Paddock	Rosetta Khalideen	Janice Johnson
Mary Higgins	Heather Compeau*	Curtis Magnuson	
David Dobson	Karen Power*	Les Stagg	
Don Miskiman	Kenneth Gariepy		

Regrets:

Raymond Leung	Fiona McQuarrie	John Hogg	Doris Ball
Andrea Hughes*	Mark Lee	Kirsten Robertson	Colleen Bell*
Mike Ivanof	Melanie Scott	Rod Hayward	Gillian Bubb
Gerry Palmer	Gwen Point	Christine Slavik	Kim Milnes
Cindy Rammage	D.J. Sandhu	Sheryl MacMath	
Cindy Stewart	Jan Lashbrook Green	Kevin deWolde	
Darrell Fox	Keith Lownie	Barbara Salingré	
Lucki Kang	Lorne Mackenzie	Seonaigh MacPherson	
Joe Ilsever	Lou Schroeder	Kathryn Ricketts	

Recorder: Laura Chomiak*

* Indicates Non-Voting Member

1. ITEMS FOR APPROVAL

1.1 Approval of Agenda February 21, 2014

MOTION

Elizabeth Dow/Lisa Moy

THAT the agenda of February 21, 2014 be approved as presented.

CARRIED

1.2 Approval of Minutes January 24, 2013

MOTION

Frank Ulbrich/Curtis Magnusson

THAT the minutes of January 24, 2014 be approved as presented with the revision of the following Action item identified as a Motion with reference to 4.2.

MOTION:

THAT the Professional Studies Faculty Council recommends the current guidelines for the DRAFT Program Discontinuance Policy be appended to the policy.

CARRIED

2 CONTINUING BUSINESS

2.1 Indigenization

1. Update – Indigenization Activity – Elizabeth Dow

The Indigenization bus tour has been confirmed for March 14 from 8 AM to 12 noon. The tour can accommodate up to 42 people. Faculty were asked to notify Laura Chomiak if they are attending the tour.

ACTION – Faculty Council

2. International Indigenous Exchange Agreements – Robert Harding

Robert Harding gave a brief presentation on his recent visit with some New Zealand universities. The negotiations focused on International Indigenous Exchange agreements. Interested faculty were asked to e-mail Robert for additional information.

2.2 Update – Discussion Item: Draft Faculty Standards and Criteria for Rank and Tenure - Kenneth Gariepy

Kenneth Gariepy presented the Draft Faculty Standards and Criteria for Rank and Tenure document prepared by the Faculty Standards Committee. The document outlined the process for faculty applying for rank and tenure and the suggested criteria and standards to be used in the process.

Faculty Council was asked to review the document and direct any comments and/or suggestions to their department heads and directors for the next Faculty Standards Committee meeting.

MOTION

Awneet Sivia/Sandy Hill

THAT Faculty Council be given time to review of the “Faculty Standards Committee Document” and provide feedback to members of the Faculty Standards Committee no later than March 14, 2014.

CARRIED

ACTION

The Faculty Standards Committee to present a final version of the Professional Studies Faculty & Standards Criteria for Rank & Tenure to Faculty Council at the March 21, 2014 meeting.

3 **NEW BUSINESS**

3.1. **Undergraduate Course and Program Approval Policy (21) Consultation**

ACTION

Professional Studies Faculty Council to provide feedback via email to Laura.Chomiak@ufv.ca in reference to the proposed changes to the Undergraduate Course and Program Policy #21. The deadline to submit responses is 3:00pm on March 7, 2014.

3.2. **ECE/CYC Department Proposed Name Change – Maple Crozier**

MOTION

Maple Melder Crozier/Robert Harding

THAT the ECE/CYC Department change its name to: Child Youth and Family Studies.

Vote: 11 In Favour, 1 Against, 6 Abstained

CARRIED

4 **STANDING COMMITTEE REPORTS**

4.1 **Nominations and Elections Committee - Glen Paddock**

Glen Paddock noted that Doris Ball's term was ending and thanked Doris for her time. Doris has put her name forward for a second term as a staff representative.

Glen reported that there is one staff vacancy, as well as two student vacancies. Representation is also needed from the Faculty of Trades & Technology and the Faculty of Health Sciences to attend Professional Studies Faculty Council meetings. Glen will follow-up on soliciting representation.

4.2 **Field Education and Practicum Committee**

Christina Neigel gave an overview of some of the Field Education and Practicum agreement changes (as summarized in Appendix A).

Christina will forward the latest Field Education and Practicum Committee minutes, which provide additional detailed information to Laura for distribution to Faculty Council.

ACTION

Christina Neigel to provide Laura Chomiak, Assistant to Faculty Council with a copy of the Field Education and Practicum Committee's minutes for distribution to Faculty Council.

4.3 **Retention Committee**

No report

4.4 Learning Exchange Committee

David Dobson announced that there are three presentations for the Learning Exchange Sharing Initiative taking place on April 25, 2014 from 9:00-10:00 AM. Information regarding the presenters and their topics will be announced at the March Faculty Council Meeting.

David invited Faculty Council to attend a School of Business Seminar on March 11 from 3:30-5:00 PM to hear Raymond Leung make a presentation on accounting standards.

4.5 Faculty Newsletter Committee

Lisa Moy reported that the PScene Newsletter will be available next week. Another newsletter with an indigenization theme may be produced before the end of the semester.

5 OTHER REPORTS

5.1 Dean's Report

Rosetta circulated her Dean's Report and asked the faculty to watch for the upcoming schedule for UFV's PD Day on May 5, as well as an additional upcoming PD Day about internationalization.

5.2 Reports from Other Faculty Councils

Ron Wilen reported that the Science Faculty Council meetings are focused on budget issues.

Sandy Hill reported that the Trades & Technology Faculty Council is looking at ways in which some of their courses could be incorporated into other departments in order to give their students more marketable skills.

5.3 Senate Report – Gerry Palmer

No report

6 INFORMATION ITEMS

6.1 Motions and Actions – January 24, 2014

6.2 The next Faculty Council Meeting is **March 21, 2014** in room **D115**

7 GENERAL ANNOUNCEMENTS

7.1 Elizabeth Dow announced that there will be a rally walk on Monday, February 24 at 12:00 at the Abbotsford City Hall to support housing for people who are homeless.

- 7.2 Awneet Sivia announced there will be a presentation on “What have we learned from apartheid?” taking place in the Alumni Hall on Thursday, March 20.
- 7.3 Kenneth Gariepy announced that Jan Lashbrook Green is returning to work and the department is thrilled that she is coming back.
- 7.4 Elizabeth Dow reported that she distributed the draft for the MSW accreditation self-study report.

APPENDIX A:

Professional Studies Field Education Committee Update:

The committee met on February 11th and meets every two months. Maureen Murphy, Peter Geller, and Glen Whitfield from the Disability Resource Centre attended the Field Education Committee.

Educational Institution/ Agency Agreements

There have been recent developments around the deployment of workplace and affiliation agreements for those students who are in practicum and field placements. A new agreement has been developed by the UFV Insurance Agency (UCIPP) that must be agreed to by all placement sites that are used across all programs in the Institution. UFV cannot give indemnity unless UCIPP has reviewed the signed Education Institution Agreements. The template agreement presented is based on that which was developed for the Health Authority. Maureen Murphy is working with UCIPP to develop a template with more generic language.

The new document is 8 pages. It outlines 5 million dollar minimum liability insurance provided by the Institution and requires the practicum agency to identify the amount of their liability insurance as well. The requirement for the agency to indicate their insurance amount is new. Indemnity is mutual and reflects reciprocal responsibility. This was assumed in the previous forms but is explicitly stated in the new forms. These agreements can be multi year agreements and do not need to be completed for individual students where MOUs have been developed such as with the Ministry of Children and Families, Health Authorities. These agreements are not signed by students.

Peter Geller is exploring a central shared drive space to store names of agencies that UFV has a multi-year MOU with to assist with tracking and expiry of agreements.

Accommodation for students in placement

Glen attended the meeting to educate members on potential issues and processes that Faculty must be aware of in relation to student placements and duty to accommodate.