

**APPROVED MINUTES**  
**Professional Studies Faculty Council**

Friday, November 15, 2013  
10:00 a.m., Room A261, Abbotsford Campus

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**Chair:** Cyrus Chaichian

**Present:**

Awneet Sivia	Frank Ulbrich	Kirsten Robertson
Barbara Salingré	George Melzer	Leah Douglas
Christine Slavik	Gerry Palmer	Les Stagg
Colleen Bell*	Gillian Bubb	Lisa Moy
Cyrus Chaichian	Heather Compeau	Maple Melder-Crozier
D.J. Sandhu	Joe Ilsever	Mark Breedveld
David Dobson	Karen Power*	Rosetta Khalideen
Don Miskiman	Kenneth Gariepy	Sandy Hill
Doris Ball	Kim Milnes	Seonaigh MacPherson

**Regrets:**

Amir Hajbaba	Fiona McQuarrie	Kim Milnes	Robert Harding
Andrea Hughes*	Glen Paddock	Lorne Mackenzie	Rod Hayward
Christina Neigel	Gwen Clarke	Lou Schroeder	Ron Wilen*
Christine Nehring*	Gwen Point	Lucki Kang	Ron Zitron
Cindy Rammage	Heather Compeau*	Margaret Coombes	Sheryl MacMath
Cindy Stewart	Jan Lashbrook Green	Mark Lee	
Curtis Magnuson	John Hogg	Mary Higgins	
Darrell Fox	Keith Lownie	Mike Ivanof	
Elizabeth Dow	Kevin deWolde	Raymond Leung	

**Recorder:** Laura Chomiak\*

\* Indicates Non-Voting Member

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**1. ITEMS FOR APPROVAL**

**1.1 Approval of Agenda November 15, 2013**

<p><b><u>MOTION</u></b> <span style="float: right;"><b>Kenneth Gariepy/David Dobson</b></span>          THAT the agenda of November 15, 2013 be approved as presented. <span style="float: right;"><b><u>CARRIED</u></b></span></p>
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**1.2 Approval of Minutes October 18, 2013**

<p><b><u>MOTION</u></b> <span style="float: right;"><b>Mark Breedveld/David Dobson</b></span>          THAT the minutes of October 18, 2013 be approved as presented. <span style="float: right;"><b><u>CARRIED</u></b></span></p>
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## 2. **CONTINUING BUSINESS**

### 2.1 **Terms of Reference – Revision and Re-Approval**

Kenneth Gariepy reported on behalf of the Terms of Reference Ad-Hoc Committee. He reviewed the document circulated to Faculty Council and highlighted the edits prepared by the committee.

Additional minor edits suggested by Faculty Council during the meeting included:

- 4.1b – Specify “Two” student representatives;
- 4.2b – Change Vice-President Academic and Provost to reflect current titles;
- 5c – Add “Dean is chair of the Faculty; however, Council” to the beginning of the section.

Upon the motion being carried, Don Miskiman suggested an addition to clause 4.1e to reflect “in the Faculty.” The revised clause would read “A maximum of two sessional instructor representatives, elected by sessional instructors in the Faculty for a one-year term”. Cyrus asked that the document be amended to reflect Don’s comment.

**MOTION**

**Leah Douglas/Gerry Palmer**

THAT the Professional Studies Faculty Council support the modifications to the December 9, 2011, Terms of Reference for the Structure and Function of the Professional Studies Faculty Council as submitted, including the additional revisions to 5c, 4.1b, 4.2b and 4.1e.

**CARRIED**

### 2.2 **Criteria / Standards for Teaching, Research & Scholarship – PSALT Committee**

Frank Ulbrich reported on behalf of the Faculty Standards Committee. The Committee has developed Terms of Reference and has been working on a draft document outlining principles, sample criteria and sample evidence for tenure and promotion.

Feedback from the Faculty included using examples from each discipline and determining whether rank and tenure should be considered together or separately. The Committee will continue to meet and will incorporate suggestions into their discussions.

**MOTION**

**Frank Ulbrich/Awneet Sivia**

THAT the Professional Studies Faculty Council approve the November 8, 2013 Faculty Standards Committee, Terms of Reference with the suggested modifications as discussed by Faculty Council on November 15, 2013.

**CARRIED**  
**2 Abstained**

**2.3 Celebrating Internationalization**

Rosetta reminded everyone of the Celebrating Internationalization event that will take place on Monday, November 18 in the Alumni Hall at 11:00 AM. Everyone was encouraged to attend this event, which marks the start of International Education Week, and to participate in other events hosted by UFV International.

**2.4 Feedback from the School of Business on the Centre of Excellence in Agriculture (CEA) Report – Frank Ulbrich**

Frank Ulbrich reported the School of Business reviewed the CEA Report at the request of the Dean of Faculty of Trades & Technology. In the report, the Dean asked departments and schools to come up with a set of principles to align competencies and interests within their disciplines.

The School of Business proposed guiding principles and assessed how the CEA overlaps with the current School of Business teaching interests/expertise. The Feedback Report has the full support of the School of Business.

Rosetta thanked the School of Business for developing the report and asked permission to send this to the Dean of Faculty of Trades & Technology.

**ACTION**

Rosetta to send the School of Business feedback on the Centre of Excellence in Agriculture to the Dean of Faculty of Trades & Technology.

**Rosetta Khalideen**

**3. NEW BUSINESS**

**3.1 Minor BBA program change to allow an upper-level Economics elective**

**MOTION**

THAT the School of Business minor BBA program change to allow students to take one upper-level Economics course as an elective in place of one upper-level Business elective be approved as submitted.

**CARRIED**

**3.2 BUS 439 memo & OCO minor course change**

**MOTION**

THAT the School of Business - Minor course change to BUS 439, Advanced Accounting be approved with BUS 344 being added as a Pre or Corequisite instead of just a Corequisite and the textbook citation be formatted in APA style.

**CARRIED**

### **3.3 ECE and CYC minor course changes**

Maple Melder-Crozier asked to withdraw the CYC 267 and CYC 268 outlines as they were not the most current editions.

After some discussion, the decision was made to table all the ECE and CYC minor course revisions until the December 13 meeting. Maple will review the suggested edits and resubmit them for the next meeting.

**ACTION**

THAT the Early Childhood Education and Child & Youth Care Department – minor course changes to CYC 267 and 268 be withdrawn at this time.

**Laura Chomiak**

**ACTION**

THAT the Early Childhood Education and Child & Youth Care Department – minor course changes to ECE 101, 102, 103, 160, 223, 224, 242, 243, 260, 269, 281, 282, and CYC 202, 260, 360, 390, 423, 425, 496 be brought back to the December 13, 2013 meeting for approval.

**Maple Melder Crozier**

## **4. STANDING COMMITTEE REPORTS**

### **4.1 Nominations and Elections Committee**

Leah Douglas thanked Kirsten Robertson for volunteering to put her name forward for the Teaching Excellence Award Selection Committee.

No report from the Nominations and Elections Committee.

### **4.2 Field Education and Practicum Committee**

No report

### **4.3 Retention Committee**

Kim Milnes reported on some of the retention issues the Retention Committee has been discussing concerning UFV's international students. The committee is currently in the process of setting up a meeting with UFV International to discuss retention issues at UFV.

Kim spoke about the Supported Learning Groups (SLG) on campus that offer student led study sessions, which have resulted in a big turnaround in students grades. Rosetta noted that the VP Academic commented on the value of the work the SLGs are doing across the institution.

#### 4.4 Learning Exchange Committee

Awneet Sivia reported that she would be stepping down from the Learning Exchange Committee. David Dobson offered to chair the committee and to recruit additional members to sit on the committee with him and Raymond Leung.

Sandy Hill mentioned that historically the Learning Exchange Committee presented at some Faculty Council meetings, allowing faculty to share information on their teaching, learning, service and/or scholarship. The idea of a Winter Spark event was proposed.

Rosetta asked the committee to consider these suggestions and report back at the next Faculty Council meeting.

**ACTION**

THAT the Learning Exchange Committee provides a report at the December 13, 2013 meeting outlining the committee's recommendations to its Terms of Reference.

**David Dobson and Raymond Leung**

#### 4.5 Faculty Newsletter Committee

Christine Slavik reported that almost every school and department has submitted an article for the next edition of PScene, which will focus on Institutional Learning Outcomes. The committee hopes to have the draft articles ready by November 19.

### 5. **OTHER REPORTS**

#### 5.1 Reports from Other Faculty Councils

Sandy Hill reported on behalf of the Faculty of Trades & Technology. He said how impressed he was with the quality of the trades' faculty, the scholarship work they do to stay current, and the solidarity demonstrated within their faculty and during their meetings.

Awneet Sivia reported on behalf of the Faculty Science Council. They are currently pulling together their Terms of Reference for determining rank and tenure. Vicki Grieve and John Carol have met with their Faculty Standards Committee to discuss how the Terms of Reference fit within the Collective Agreement.

#### 5.2 Senate Report – Gerry Palmer

Senate approved the updates to the 2011-2015 Education Plan, and has recommended the updated Education Plan to the Board of Governors.

Senate accepted the School of Business Program Review.

**6. INFORMATION ITEMS**

**6.1 Call for nomination for the Teaching Excellence Award Selection Committee (TEASC)**

Faculty were reminded of the call for the Teaching Excellence Award Selection Committee. The documentation to nominate a colleague was included in the Agenda Package.

**6.2** The next Faculty Council Meeting is **December 13, 2013** in room **A266**.

**7. GUEST SPEAKER – Dr. Mark Evered, President and Vice-Chancellor**

Guest Dr. Mark Evered, President and Vice-Chancellor, thanked the Faculty for the invitation. He extended his personal invitation to anyone on Faculty Council to meet with him as he appreciates hearing from faculty regarding what they are working on, and any challenges they are having.

Dr. Evered spoke about the budget cuts, having less autonomy on grants from the government, and the shift in government priorities from education to safety, security and health.

Dr. Evered thanked the faculty for their good work within the Faculty, the University, and the community, and stated that the value of a university is much more than an educational opportunity; faculty should show leadership in, and engage with, the community.

Rosetta thanked Dr. Evered for taking the time to meet with the Professional Studies Faculty Council.