

**APPROVED MINUTES
Professional Studies Faculty Council**

Friday, October 18, 2013
10:00 a.m., Room A261, Abbotsford Campus

Chair: Cyrus Chaichian

Present:

Barbara Salingré	Doris Ball	Karen Power*	Mary Higgins
Cyrus Chaichian	David Dobson	Christine Slavik	Rod Hayward
D.J. Sandhu	Amir Hajbaba	Keith Lownie	Rosetta Khalideen
Darrell Fox	Don Miskiman	Mike Ivanof	Frank Ulbrich
George Melzer	Gerry Palmer	Kenneth Gariepy	Lucki Kang
Joe Ilsever	Awneet Sivia	Les Stagg	
Kirsten Robertson	Christine Nehring*	Maple Melder-Crozier	
Lisa Moy	Heather Compeau*	Lorne Mackenzie	
Margaret Coombes	John Hogg	Raymond Leung	

Regrets:

Andrea Hughes*	Gwen Clarke	Glen Paddock
Christina Neigel	Leah Douglas	Sandy Hill
Cindy Stewart	Sheryl MacMath	Elizabeth Dow
Curtis Magnuson	Jan Lashbrook Green	Seonaigh MacPherson
Mark Breedveld	Gwen Point	Colleen Bell*
Ron Wilen*	Kevin deWolde	Kim Milnes
Ron Zitron	Lou Schroeder	Robert Harding
Cindy Rammage	Mark Lee	
Fiona McQuarrie	Gillian Bubb	

Recorder: Laura Chomiak*

* Indicates Non-Voting Member

1. ITEMS FOR APPROVAL

1.1 Guest Speaker – David McGuire, Executive Director, UFV International

Guest David McGuire, Executive Director, UFV International, gave a brief overview of UFV's International developments and updates including "internationalization at home" initiatives and UFV International's 5-year plan.

David spoke about becoming partners with other institutions to enhance UFV's profile as well as the Strategic Enrollment Management Plan. He discussed the various ways UFV International staff help prepare UFV students for their studies abroad as well as prepare international students for their studies here or abroad.

David left his contact information and welcomed further discussion.

1.2 Approval of Agenda October 18, 2013

MOTION

Gerry Palmer/Les Stagg

THAT the agenda of October 18, 2013 be approved with the following edits:

- Add 3.6 Faculty Council Meeting Start Times
- Change the title of 3.1 to Discussion of Concept Paper to offer Master of Professional Accountancy and Corporate Financial Management Degree.

CARRIED

1.3 Approval of Minutes September 27, 2013

MOTION

Joe Ilsever/Lisa Moy

THAT the minutes of September 27, 2013 be approved with the following change:

- Pg. 1 is replaced with edited version handed out at the meeting

CARRIED

2. CONTINUING BUSINESS

2.1 Terms of Reference – Revision and Re-Approval

The Terms of Reference Ad-Hoc Committee has met. The committee has reviewed the Terms of Reference and is focusing on the following:

- 2 - “Establishment of Faculty Councils”- The committee will contact Senate to see if the section can be changed;
- 4.1f - The committee is reviewing whether faculty who belong to more than one faculty have voting rights in both faculties to which they belong;
- 9 – The committee will confirm with Senate that changes to Terms of Reference can be made if there are changes to the University Act or upon request by Senate.

ACTION

THAT the Professional Studies Faculty Council Terms of Reference, Ad-Hoc Committee present an updated Terms of Reference at the next meeting on November 15, 2013.

TERMS OF REFERENCE AD-HOC COMMITTEE

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

The committee for Rank and Tenure are working on Terms of Reference. Rosetta asked Professional Studies Faculty Council to provide feedback to the Sub Committee on this draft.

ACTION

THAT the Professional Studies Faculty Council provide feedback to the Criteria & Standards for Teaching, Service, and Scholarship Sub Committee on the submitted draft Terms of Reference. Feedback should be sent directly to Lisa Moy.

FACULTY COUNCIL

2.3 Indigenization

Rosetta, Elizabeth Dow, Gwen Point and Don Miskiman have not been able to meet regarding the proposed Indigenization visit to sacred Sto:lo sites. Rosetta requested that the item be left as a standing item for next month's Faculty Council.

ACTION: ELIZABETH, GWEN, DON

3. NEW BUSINESS

3.1 Discussion of Concept Paper to offer Master of Professional Accountancy and Corporate Financial Management Degree– Mike Ivanof and Joe Ilsever

Mike Ivanof and Joe Ilsever presented the School of Business Master's concept paper and Labour Market Survey for discussion. The concept for the Master's Program was approved a year ago. Joe welcomed any feedback and participation as the paper is developed and moves through the approval process. The timeframe to complete the concept paper is February 2014.

MOTION

Gerry Palmer/David Dobson

THAT the Professional Studies Faculty Council receive the Concept Paper for offering the Master of Professional Accountancy and Corporate Financial Management Degree.

CARRIED

3.2 Centre of Excellence in Agriculture (CEA) Faculty Involvement

The intent is for UFV to create a Centre of Excellence in Agriculture. Rosetta asked the School of Business to look at the research information produced by Toma and Bouma Management Consultants. This document which focuses on potential programming areas such as business, food and nutrition, the development of technology, and applied research. Rosetta would like the School of Business to review the document as it related to their area.

ACTION

THAT the School of Business, Curriculum Committee review the Centre of Excellence in Agriculture (CEA) Report to look at how it aligns with existing programming and to make further program recommendations.

SCHOOL OF BUSINESS

3.3 Rank and Tenure – Process Update

The process for faculty who are eligible to apply for the rank of Associate Professor was discussed. This application process, as outlined in the memo from the Provost and Vice President, Academic, will require a statement of teaching philosophy, a CV, and evidence of scholarship and service.

3.4 BUS 338 minor course change proposal for Faculty Council

MOTION

Keith Lownie/David Dobson

THAT the School of Business – Minor course changes to BUS 338, Accounting Information Systems be approved with BUS 343 being added as a Prerequisite or Corequisite instead of just a Corequisite.

CARRIED

3.5 Class Size – Report from Ad-Hoc Committee

Christine Slavik spoke to the report that was provided by the Ad-Hoc Committee. The committee examined the ways in which class size was construed and they found that there was no standard criteria for decisions on class size. However, the report clearly noted that smaller class sizes were beneficial to students.

Rosetta thanked the Ad-Hoc Committee for their work and asked to share the Class Size Report.

3.6 Faculty Council Meeting Start Times

Rosetta proposed starting the Faculty Council meetings at 9:30 AM instead of 10 AM, and allow for a five-minute break. After a lengthy discussion, the decision was made to leave the Faculty Council start time as 10 AM.

4. STANDING COMMITTEE REPORTS

4.1 Nominations and Elections Committee

Glen Paddock passed on his regrets, but submitted a report regarding vacant positions within the Faculty of Professional Studies as well as vacant positions on other Faculty Councils.

4.2 Field Education and Practicum Committee

Lucki Kang gave a brief committee update regarding the challenges of international and out of province practicum and field education placements. These challenges include: different models of collaborative initiatives across sites; varied Worksafe, insurance, and

liability policies across provinces; and responsibility for ensuring student preparation and suitability for international and out of province placements.

Minutes from the committee will be posted on the L-Drive for circulation to Faculty Council.

4.3 Retention Committee

Barbara Salingré discussed some of the retention issues at UFV. Following further review of the issues, the committee will bring five issues back to Faculty Council for further discussion.

4.4 Learning Exchange Committee

No report

4.5 Faculty Newsletter Committee

Christine Slavic reported that the call for submissions has gone out and only one submission has been received thus far.

5. COMMITTEE REPORTS

5.1 Dean's Report – Rosetta Khalideen

- Celebrating Internationalization event plans are being finalized for November 18th at 11:30 a.m. in the Alumni Hall.
- Our annual Sessional Instructors meeting is scheduled for October 30th at 4:30 p.m. Please encourage your Sessional colleagues to attend.
- We continue to work on our challenging budget development for the 2014-2015 fiscal year.
- Completed sabbatical applications are due in the Dean's Office.
- Nineteen students from the Lucerne University of Applied Sciences and Arts are here to attend a one-week graduate training seminar on "Leadership in a Global Context" organized in partnership with the School of Business, UFV International and LUASA. The seminar runs from October 14 – 18th. (This is the second year this seminar is being offered).
- Teacher Education is working on the development of a BEd.
- Raymond Leung from the School of Business has successfully completed his oral examination for his DBA.

- Three faculty members from Professional Studies have received international grants to explore partnerships for their programs – Christine Slavik, Dr. Robert Harding and Luck Kang.
- The School of Social Work and Human Services is working on developing a partnership to establish a joint BSW program with Xi'an Fanyi University in China.
- Renovations to the BMO building in Chilliwack have been put on hold. The School of Business is still pursuing a survey of businesses in Chilliwack to determine training needs for possible future programming.
- The search for a new Dean of the Faculty is currently being conducted.
- Joe Ilsever and Lisa Moy are assisting in the Dean's Office – Joe with budgeting and Lisa with programming and events.
- Thanks to all for contributions to the Food Bank.

5.2 Reports from Other Faculty Councils

No Reports

5.3 Senate Report – Gerry Palmer

The new Terms of Reference for the Senate Standing Committee on Indigenization are being developed.

6. INFORMATION ITEMS

6.1 Next Faculty Council Meeting

The next Faculty Council Meeting is November 15, 2013 in Room A261.