

APPROVED MINUTES
Professional Studies Faculty Council

Friday, September 27, 2013
10:00 a.m., Room A261, Abbotsford Campus

Chair: Cyrus Chaichian

Present:

Barbara Salingré	Doris Ball	Karen Power*	Ron Zitron
Cyrus Chaichian	David Dobson	Christine Slavik	Leah Douglas
D.J. Sandhu	Elizabeth Dow	Keith Lownie	Rod Hayward
Darrell Fox	Don Miskiman	Colleen Bell*	Mark Breedveld
George Melzer	Gerry Palmer	Kenneth Gariepy	Ron Wilen*
Joe Ilsever	Gillian Bubb	Kim Milnes	Rosetta Khalideen
Kirsten Robertson	Seonaigh MacPherson	Maple Melder-Crozier	
Margaret Coombes	Glen Paddock	Sandy Hill	

Regrets:

Amir Hajbaba	Cindy Rammage	Kevin deWolde	Robert Harding
Andrea Hughes*	Sheryl MacMath	Mark Lee	
Awneet Sivia	Fiona McQuarrie	Mike Ivanof	
Christina Neigel	Jan Lashbrook Green	Les Stagg	
Christine Nehring*	Gwen Clarke	Raymond Leung	
Cindy Stewart	Gwen Point	Lisa Moy	
Curtis Magnuson	Heather Compeau*	Lorne Mackenzie	
John Hogg		Lou Schroeder	
		Mary Higgins	

Recorder: Laura Chomiak*

* Indicates Non-Voting Member

1. ITEMS FOR APPROVAL

1.1 Welcome

Rosetta welcomed everyone to the first Faculty Council meeting of the new academic year, and acknowledged the new employees to the Faculty. Some of the new faculty had an opportunity to introduce themselves at the earlier Professional Studies Spark Faculty Forum Event.

1.2 Guest Speaker – Director, Teaching and Learning, Wendy Burton

Guests Wendy Burton, Director and Susan Brown, Coordinator, Teaching and Learning, gave a brief overview of UFV's Prior Learning Assessment and Recognition (PLAR) Services. In addition to addressing the review of PLAR Policy #94, Wendy and Susan spoke about the ways in which PLAR allows students to receive appropriate credits and recognition.

Wendy spoke about working with all departments to help them develop a process that would recognize experiential learning.

A copy of the PLAR PowerPoint Presentation is attached for your reference. Wendy welcomed any feedback, questions, and comments regarding the presentation, and the review of the current PLAR Policy.

ATTACHMENT

1.3 Approval of Agenda September 27, 2013

MOTION

Gerry Palmer/Leah Douglas

THAT the agenda of Sept 27, 2013 be adopted as presented with the addition of 3.6 Criteria/Standards for Teaching - Service & Scholarship and the renumbering of 2.2 (b) Indigenization to 2.3.

CARRIED

1.4 Approval of Minutes March 22, 2013

MOTION

Mark Breedveld/Gillian Bubb

THAT the minutes of May 17, 2013 be approved as presented

CARRIED

2. CONTINUING BUSINESS

2.1 Policy #105: Assignment of Course Credit

The Faculty Council discussion comments that resulted from Policy #105 were sent to UEC. The comments will be part of the larger feedback associated with this policy. Rosetta urged faculty to send any further comments to UEC.

ACTION: ALL FACULTY

2.2 Internationalization

a) Celebrating Internationalization Event – November 18, 2013

The Faculty of Professional Studies is hosting a Celebrating Internationalization Event again this year. The event will be the kick-off to the “Celebrating International Education Week” which runs from November 18-22.

Our event will take place on Monday, November 18 from 11:30 AM to 1:00 PM in the Alumni Hall. The presenters and performers will relay how internationalization has added to their experience and enhanced their own education. A reception will follow at 1:00 PM in the cafeteria fishbowl and international finger food will be served.

Faculty were asked to watch for announcements and posters in the coming months and encourage their students to attend.

2.3 Indigenization

The Indian Residential School Day of Learning took place on September 18 and was an opportunity for Indian Residential School survivors to tell their stories through presentations, panels, films, readings and displays. Aboriginal Elders, students, employees and the community participated and attended the event.

To make indigenization more visible and to coincide with the Institution's Education Plan, the School of Social Work and Human Services has changed their department's signage to reflect both English and Halq'eméylem.

Elizabeth Dow, who is a member of the Faculty's Indigenization Committee reported that a possible indigenization activity is a bus tour to visit some of the sacred Sto:lo sites. The Dean's Office will help fund the tour, which is in the planning stages. Elizabeth Dow, Gwen Point and Don Miskiman will facilitate the activity. Rosetta asked the committee to move forward with planning the bus tour.

ACTION: ELIZABETH, GWEN, DON

3. **NEW BUSINESS**

3.1 School of Business – Major Program Change: BUS 377

MOTION

Sandy Hill/Gillian Bubb

THAT the School of Business – Major Program Change of adding BUS 377 Management of Cooperatives as an elective in the BBA Human Resource Management Option and BBA Organization Studies Concentration be approved as presented.

CARRIED

3.2 School of Business – Minor Course Change BUS 149 to BUS 249

The minor course change from BUS 149 to BUS 249 would allow the course to move from the first part of the program to the second part of the program. It will also bring the course in line with the other institutions.

MOTION

Christine Slavik / Kim Milnes

THAT the School of Business – Minor Course Changes to BUS 149 Essentials of Finance be approved as presented with the Calendar Description Note to read: Students may receive credit for only one of BUS 149, BUS 162 or BUS 249.

CARRIED

3.3 LIBT 265: Major Course Revision

MOTION

Barbara Salingre/Leah Douglas

THAT the Department of Library Information Technology – Major Course Revisions to LIBT 265 Work Experience Practicum be approved as presented.

CARRIED

3.4 Terms of Reference – Revision and Re-Approval

The Terms of Reference for Faculty Council are up for review and need to be taken back to Senate before December 2013. An Ad-Hoc Committee has been put together to review the current terms and identify if any changes needed to be made. Gerry Palmer suggested looking at the two-year time-frame stipulation and changing it to “as necessary.”

ACTION

The Faculty Council’s, Terms of Reference requires review every two years. The following Ad-Hoc Committee to bring back a revised draft to the next Faculty Council meeting scheduled for October 18, 2013.

Ad-Hoc Committee:

- Elizabeth Dow, Chair
- Kenneth Gariepy
- Gerry Palmer
- Cyrus Chaichian

3.5 Enrollment Management

UFV is developing a Strategic Enrollment Management Plan. The new budget model will no longer be triggered by course sections, but by student enrollment. The new budget will need to be developed by Faculties by mid-November as a firm plan cannot be done within this timeline. However an Education Plan will need to be completed for the next budget year.

Joe Ilsever is assisting the Dean’s Office with current budgeting activities.

3.6 Criteria/Standards for Teaching, Service and Scholarship

Discussions that started 3-4 years ago regarding criteria are now being tied to rank and tenure. Management and the FSA are working out the final details. Departments within the Faculty of Professional Studies need to have standards and criteria ready by the end of December. The final version of “Defining Teaching, Service, and Scholarship in the Faculty of Professional Studies – October 2012” was circulated. The document highlights the strengths and high points of the Faculty and was the foundation for departments to develop their own criteria and standards for teaching, scholarship and service.

The Teacher Education Program (TEP), Early Childhood Education/Child and Youth Care (ECE/CYC), and the School of Business have developed their criteria and standards. Rosetta suggested putting together a Sub Committee to produce broad enough standards that can be used for Professional Studies.

ACTION

Form a Sub Committee to look at Criteria and Standards for Teaching, Service, and Scholarship.

Committee Membership:

- Directors
- Department Heads
- One designated member of each school and department to be considered

Rosetta will call the first meeting!

4. STANDING COMMITTEE REPORTS

4.1 Nominations and Elections Committee – Leah Douglas

- Leah Douglas reported that her term as Nominations and Elections Chair has ended and Glen Paddock volunteered to take Leah's position on the committee. Leah noted the vacant positions within the Faculty of Professional Studies and vacant positions on other Faculty Councils. Glen will arrange for a call for nominations to fill the vacancies.

ACTION: GLEN

4.2 Field Placement Committee

- . No Report

4.3 Class Size Ad-Hoc Committee

- Sheryl MacMath will report at the next Faculty Council meeting

4.4 Retention Committee

- No formal report – The committee is meeting on October 18, 2013

4.5 Learning Exchange Committee

- No Report

4.6 Faculty Newsletter Committee

- The committee has met and will be circulating a call for articles that fall within UFV's Institutional Learning Outcomes. Faculty were asked to forward their articles to Christine Slavik by October 30.

5. COMMITTEE REPORTS

5.1 Dean's Report – Rosetta Khalideen

- The Faculty has completed and submitted its 2013/2014 Education Plan update.
- We are currently engaged in the development of a Faculty Enrollment Management Plan and hope to have a first draft ready by the end of May 2013.
- The review of the School of Business has just been completed. Two programs have been scheduled for review in the 2013/2014 academic year – Teacher Education and Library and Information Technology. The MSW program in the School of Social Work and Human Services will also be seeking accreditation.
- We have a number of new faculty members who have joined us: Rod Hayward and Kirsten Robertson in the School of Business and Darrell Fox and Dr. Margaret Coombes from the School of Social Work and Human Services. Dr. Frank Ulbrich, the new Director of the School of Business will join us on October 1.
- Our Teacher Education Program continues to enjoy a high graduate employment rate. All of the 35 students who graduated in June have found employment.
- The School of Business will be delivering the second one-week module on "Leadership in the Context of Globalization" in partnership with the Lucerne University of Applied Arts and Sciences, October 14 – 19, 2013. The program will be held in Vancouver. [There will be a focus on Indigenous Leadership]. This initiative relates to the building of our international partnerships and is revenue generating.
- As part of the Faculty's Indigenizing activities, some of our signage will be written in both English and Halq'eméylem.
- The Faculty plans to host a second "Celebrating Internationalization" event as part of International Education Week, November 18 – 22, 2013. The date for this event is Monday, November 18. The University community will be invited to participate.
- The School of Social Work is continuing to work on acquiring scholarly funding and bursaries – Patsy and Crissy George Scholarship fund \$25,000; Dr. Abebe Teklu Scholarship \$1,500.
- Volume 7 of the Faculty's Newsletter – PScene is expected to be ready for publication by the end of December 2013.

- We are currently working on the development of our 2014/2015 budget for the Faculty.

Rosetta congratulated TEP for 100% employment rate of their students. TEP's secondary program was approved by the Ministry and will begin summer 2014.

5.2 Reports from Other Faculty Councils

- No Reports

5.3 Senate Report – Gerry Palmer

- There are two new Senate committees, the Faculty Standards Committee and the Indigenization Committee. New policies are coming out for consultation and comments.

6. INFORMATION ITEMS

6.1 Next Faculty Council Meeting

- The next Faculty Council Meeting is October 18, 2013 in Room A261.