

APPROVED MINUTES
Professional Studies Faculty Council

Friday, October 17, 2014
10:00 a.m., Room B140, Abbotsford Campus

Chairs: Tracy Ryder Glass, Cyrus Chaichian

Present:

Awneet Sivia	David Dobson	Janice Johnson*	Lisa Moy
Barbara Salingre	Don Miskiman	Karen Power*	Robert Harding
Christina Neigel	Elizabeth Dow	Keith Lownie	Rod Hayward
Cindy Rammage	George Melzer	Kenneth Gariepy	Ron Zitron
Colleen Bell*	Gerry Palmer	Kirsten Robertson	Seonaigh MacPherson
Curtis Magnuson	Gwen Point	Leah Douglas	Sheryl MacMath
Darrell Fox	Heather Compeau*	Les Stagg	Vandy Britton

Regrets:

Amir Hajbaba	D.J. Sandhu	Joe Ilsever	Maple Melder-Crozier
Anand Kishore*	Elizabeth Dow	John Hogg	Mark Breedveld
Andrea Hughes*	Fiona McQuarrie	Kim Milnes	Margaret Coombes
Christine Nehring*	Frank Ulbrich	Kevin deWolde	Melanie Scott*
Christine Slavik	Gillian Bubb	Liz Wiebe*	Mike Ivanof
Chuck Charles*	Glen Paddock	Lorne MacKenzie	Raymond Leung
Cindy Stewart	Ian Hunt	Lou Schroeder	Ron Wilen*
Don Dixon	Jan Lashbrook Green	Luciana Hakak	Sandy Hill
Doris Ball	Janet Carroll	Lucki Kang	

Recorder: Abimbola (Abi) Eke*

*** Indicates Non-Voting Member**

1. OVERHEAD COST RECOVERY POLICY - ADRIENNE CHAN, ASSOCIATE VICE PRESIDENT, RESEARCH, ENGAGEMENT, AND GRADUATE STUDIES

- The purpose of the policy is to ensure that the university takes into account the resources, expenditures and infrastructure required for conducting and supporting research activities at UFV.
- The policy has three parts: research, events, and training. Adrienne focused on research.
- An Overhead fee of 10% will be included in all application proposals for research, research contracts, and projects. Overhead recoveries will be distributed as: 50% to Central Administration, 35% to Office of Research Services, and 15% to Faculty Division.
- Overhead fees would be deducted based on on-campus and off-campus activity rates. These rates are included in the policy.

2. ITEMS FOR APPROVAL

2.1 Approval of Agenda October 17, 2014

<p><u>MOTION</u> THAT the agenda of October 17, 2014 be approved as presented with the following additions: Standing Committee Report – Indigenization Committee Report Information Item - Ethic Practice Session</p>	<p>Sheryl MacMath/Robert Harding</p>
<p style="text-align: right;"><u>CARRIED</u></p>	

2.2 Approval of Minutes September 26, 2014

<p><u>MOTION</u> THAT the minutes of September 26, 2014 be approved as presented.</p>	<p>Leah Douglas/Les Stagg</p>
<p style="text-align: right;"><u>CARRIED</u></p>	

3. NEW BUSINESS

3.1. Bachelor of Education Proposal – Sheryl MacMath

<p><u>MOTION</u> THAT the Bachelor of Education Proposal be accepted as presented.</p>	<p>Lisa Moy/Sheryl MacMath</p>
<p style="text-align: right;"><u>CARRIED</u></p>	

3.2. New Program: Instructional Design (ID) Certificate – Seonaigh MacPherson

<p><u>MOTION</u> THAT the proposed New Program Instructional Design (ID) Certificate and the New Courses for ADED 425, ADED 435, and ADED 325 be approved as presented.</p>	<p>Seonaigh MacPherson/David Dobson</p>
<p style="text-align: right;"><u>CARRIED</u></p>	

3.3. Program Name Change: AEWTC (Adult Education and Workplace Training Certificate) to WTC (Workplace Training Certificate) - Seonaigh MacPherson

<p><u>MOTION</u> THAT the proposed Program Name Change: AEWTC (Adult Education and Workplace Training Certificate) to WTC (Workplace Training Certificate) be approved as presented.</p>	<p>Seonaigh MacPherson/David Dobson</p>
<p style="text-align: right;"><u>CARRIED</u></p>	

3.4. New UEC Procedures

Tracy informed Faculty Council of the recent changes to the UEC procedures. The new procedures can be found at [ufv.ca/media/assets/senate/uec/resources/Program-and-Course-Approval-Procedures-\(2014\).pdf](http://ufv.ca/media/assets/senate/uec/resources/Program-and-Course-Approval-Procedures-(2014).pdf)

The Secretary to Faculty Council (Abi Eke) will submit to UEC all motions and proposals following Faculty Council's approval.

4. STANDING COMMITTEE REPORTS

4.1. Nominations and Elections Committee – Leah Douglas

Standing Committees Update:

Committees	Members	Vacancy
Nominations & Elections Committee	Glen Paddock, Leah Douglas, Vandy Britton	Committee complete
Field Placement Committee	Ex officio membership	Committee complete
Retention Committee	Kirsten Robertson, Barbara Salingre, Kim Milnes, Cindy Rammage	1 member
Learning Exchange Committee	David Dobson, Luciana Hakak	2 members
Newsletter Committee	Maple Melder-Crozier, Seonaigh MacPherson, Colleen Bell	2 members
Indigenization Committee	Robert Harding, Lisa Moy, Seonaigh MacPherson, Kenneth Gariepy, Gerry Palmer	Committee complete

UFV Committee Representation Update:

Councils/Committees	Representative	Vacancy
College of Arts	Vandy Britton	Complete
Faculty of Science	Awneet Sivia	Complete
Faculty of Applied & Technical Studies	Sandy Hill	Complete
Faculty of Access & Continuing Education		Vacant
Faculty of Health Sciences		Vacant
Teaching & Learning Advisory Council	Maple Melder-Crozier, Jan Lashbrook Green	Complete
Bachelor of General Studies Curriculum Committee	Barbara Salingre, Gillian Bubb	Complete
Library Advisory Council	Lou Schroeder	1 member

4.2. Field Education and Practicum Committee – Lucki Kang

No report

4.3. Retention Committee – Barbara Salingre

The committee is still seeking one member. The committee will be working on revising its Terms of Reference. Barbara noted that the committee would like to have a rotating chair. In addition, the committee will be reaching out to Maureen Wideman for ideas on retention.

4.4. Learning Exchange Committee - David Dobson

David reported that a Learning Exchange Initiative will be held on December 12, 2014 during the first hour of the Faculty Council meeting. Two speakers are being sought for this event.

4.5. Faculty Newsletter Committee

No report

4.6. Indigenization Committee – Robert Harding

The committee had its first meeting today. Members will begin working on a Terms of Reference.

5. OTHER REPORTS

5.1. Other Faculty Councils

No report

5.2. Senate Report – Gerry Palmer

- Program Discontinuance Policy has been approved
- Indigenous Studies Program has been approved

5.3. Dean's Report – Tracy Ryder Glass

- Tracy congratulated Gwen Point on her new appointment as Chancellor. Gwen has been an integral part of the Faculty of Professional Studies as an Assistant Professor in the School of Social Work and Human Services engaging students in the culture and knowledge of the Sto:lo Nation.
- Chandigarh – The Chandigarh BBA program enrolled 60 new students for Fall 2014 (two academic sections of 30 students each). Overall enrolments are 105 full-time students. 24 students transferred from Chandigarh to UFV Abbotsford to continue their studies for Fall 2014.
- Lucerne/School of Business – On October 5, 2014, 19 Swiss Masters students, together with seven UFV Bachelor of Business Administration students were welcomed to a weeklong seminar hosted by the School of Business in partnership with Lucerne University of Applied Sciences and Arts. Tracy thanked Frank Ulbrich,

Don Miskiman, Kevin Dewolde and Amir Hajbaba for their work in organizing the seminar focused on Leadership in the Context of Globalization

- Charlotte Kwon – On October 6, 2014, Charlotte Kwon, a UFV honorary degree recipient and artist, documentary filmmaker, educator, businesswoman, and humanitarian was hosted. Charlotte, works tirelessly as an advocate for the preservation of tradition and craft and the betterment of society, all driven by the Maiwa Foundation. The Maiwa Foundation is dedicated to the preservation of traditional craft and to employment, empowerment, and the eradication of poverty through craft in developing nations. Charlotte returned to UFV to kick off the UFV President's Lecture Series, titled Waiting for the Monsoon: Slow Clothes in India.
- Master of Social Work Accreditation Process - On October 7/8, 2014, an external accreditation team for the Masters of Social Work visited UFV. It was a successful accreditation process. Tracy thanked everyone for their hard work on preparing for and participating in the accreditation process.
- Budgets - The 2015-2016 populated budget packages for the Faculty of Professional Studies was received, and the Faculty is doing well. Tracy will be presenting the package to Eric on October 27, 2014, and to Senior Administration on November 3, 2014. Tracy thanked everyone for their work on this year's budget process and course planning.
- Computer Information Systems (CIS) - With restructuring currently occurring within the Faculty of Science, the Faculty of Professional Studies will be welcoming once again, the Computer Information Services Department. In 2008, CIS moved to the Faculty of Science; to better serve the needs of programming and students, it was recommended that CIS return to the Faculty of Professional Studies. More details regarding this move to follow.

6. INFORMATION ITEMS

6.1. Ethics Practice Session – Lisa Moy

- Following the information presented at SPARK! 2014, the first Ethics Practice Session will be held on October 29, 2014 at 3:00 p.m. Formal invitation to follow.

6.2. Patti MacAhonic, a graduate of the Adult Education Program who continued on to complete an MBA received the UFV Distinguished Alumni Award and the 40th Anniversary Alumni Award

6.3. Motions and Actions from September 26, 2014 attached to Agenda Package

6.4. The next Faculty Council Meeting is **November 21, 2014 in Room B140**