

APPROVED MINUTES
Trades & Technology Faculty Council

Thursday, February 23, 2012
2:00 pm, Room 2041 TTC, Chilliwack South Campus

Chair: John English

Present: Barry Penner Bernie Duncan Brenda Fredrick David Riel
Dean Key Heather Compeau Jennifer Ryan Jim Watts
John Todrick Larry Gritzmaker Kent Smith Mark Ryan
Nancy Barker Paul Gumphrich Randy Kelley Rod McLeod
Shelley Hayes Tricia Thomson Tom Baumann Wally Gallinger

Regrets: Al Behmer Bruce Corbeil Jamie Ubell Jim Carson
Myles Andrew Nick Penner Pat McGurk Rodney Smith
Sheldon Frank Val Gruenwald

Recorder: Karen Power*

* Indicates Non-Voting Member

1. **WELCOME**

The meeting was called to order at 2:00 pm with John English in the Chair.

2. **ITEMS for ADOPTION**

2.1 **Agenda 2012-02-23**

MOTION

THAT the agenda be adopted as presented.

R. Kelley/R. MacLeod

CARRIED

2.2 **Minutes 2012-01-26**

MOTION

THAT the minutes of 2012-01-26 be approved.

D. Key/ J. Todrick

CARRIED

3. **REVIEW of ACTION ITEMS OUTSTANDING FROM MINUTES 2012-01-26**

- 3.1 The Faculty of Trades & Technology, Learning Outcomes submission has been passed on and was well received.
- 3.2 John English and Rolf Arnold will be engaged in a conference call with the ITA on February 27, 2012. John will keep everyone informed on any outcomes that differ from status quo.

4. **TERMS of REFERENCE - DIRECTOR MEMBERSHIP**

John English thanked those folks that noticed the Director was missing from the Terms of Reference Membership.

MOTION

J. Todrick/L. Gritzmaker

THAT the Director of Trades & Technology Training be added to the Trades & Technology Faculty Council, Terms of Reference, as a non-voting member.

CARRIED

John asked the Faculty Council to support him in welcoming the Director to attend as a guest until the Terms of Reference are officially approved.

MOTION

J. Todrick/M. Ryan

THAT the Director of Trades & Technology Training be invited to attend the Trades & Technology Faculty Council Meetings, as a guest, until the council's Terms of Reference are officially amended and reapproved.

CARRIED

5. **LEARNING OUTCOMES - RANDY KELLEY**

Randy thanked everyone for their efforts into the Trades & Technology Submission.

The Charette that occurred on February 9, 2012 was well received. A relief instructor from Drafting Scott Varga was a facilitator for the event and did an outstanding job.

On March 5, 2012, Eric Davis is hosting a Provost's Forum on the Learning Outcomes project from 1 to 2 pm, Room B121.

Final developments of the entire process will be reviewed, at an Institutional Wide PD Day in May 2012.

6. **STANDING & AD-HOC COMMITTEES**

John English encouraged all committees to meet and establish Terms of Reference.

6.1 Business Continuity Planning Ad-Hoc Committee

The committee has met and has many questions to have answered before completing the Business Continuity Plans.

The committee has asked the Director of Trades & Technology for input and will be in touch with UFV's Manager of Emergency Planning, Brian Leonard.

6.2 Curriculum Committee Report

No new curriculum changes to bring forward.

John English asked this Committee to submit Terms of Reference by the next meeting.

Action: Bernie, Tricia, Nick

6.3 4 Day Instruction & 1 Day for Meetings Ad-Hoc Committee

Mark Ryan reported that the committee has met and had some outstanding questions that needed clarity before they would submit a report. The committee is looking at the impact to the students and UFV services. Some research on other institutions has been collected.

The goal is to establish a checklist for anyone looking at engaging in the format of a “4 Day Instruction & 1 Day for Meetings” plan.

6.4 Long Term Educational Planning Committee

Dean Key reported that this committee has met twice. A draft Terms of Reference for this committee is attached to the agenda package for approval.

Modifications to the LTEPC Terms of Reference:

- John English asked that the Terms of Reference list committee members by division not by actual people and the chair and secretary be listed as committee members without actual names attached to the positions.

MOTION

J. Todrick/R. Kelley

THAT the Terms of Reference for the Long Term Educational Planning Committee be adopted with the suggested modifications, by this council on February 23, 2012.

CARRIED

Educational Plan:

- John Todrick noted that the Faculty of Trades & Technology presently only has a one year Educational Plan in place. This committee will have a lot of work ahead of them in establishing a long-term plan.
- John English noted that future plans and the recommendations from this committee should definitely align with a great deal more discussion needing to take place.

6.5 Research, Service & Teaching Evaluation Review Committee

Rod McLeod reported that this committee has a meeting scheduled for next month at which point they will work on a Terms of Reference.

John English reported that the Dean’s Council has asked Deans to speak to their Faculty Councils about setting criteria for the words: Service, Research, and Teaching.

John English asked this group to start the process of identifying criteria for these words and report back to the Faculty Council.

Action: RSTER Committee

7. **COMMITTEE REPORTS**

7.1 Senate Report - Rod McLeod

Summary of Senate Meeting February 17, 2012

Noted Highlights for the Faculty of Trades & Technology:

- Aircraft Structures Technician Certificate - changes approved

7.2 Undergraduate Education Council - Rod McLeod

No Trades items discussed at the last meeting of the Undergraduate Educational Council.

7.3 Senate Research Committee - Tom Baumann

- A progress report defining research will be disseminated shortly.
- The only Research Applications submitted from the Faculty of Trades & Technology, are from the division of Agriculture.
- Tom asked the committee to provide input on how the money should be distributed amongst all UFV areas with regard to Scholarly Activity.
- UFV will be hosting a Student Research Day. If anyone has students willing to speak for 3 minutes about a research project, please forward names to Tom Baumann.
- John English asked that the topic of how UFV will distribute funds coupled with identifying the difference between Research and Scholarly Activity should be discussed at the next Faculty Council Meeting.

Action: Agenda Item for April 26, 2012, FC Meeting

7.4 Teaching & Learning Advisory Council - Randy Kelley

- The TLA Council is starting to develop a Strategic plan.
- There are several Instructional Skills Workshops being hosted. In June there will be an Instructional Skills Workshop combined with a Facilitators Skills Workshop held.

7.5 Senate Budget Committee - Jim Carson

No Report

7.6 Other Faculty Councils or Designated Representatives

Faculty of Humanities - Brenda Fredrick

- There has been much concern and discussion around the drop in enrollment in International Students. The feeling is that the food services and student life for International Students is appalling.

UFV Library Representative - Heather Compeau

- There will be a Library at the new CEP campus. If faculty wish to have material, presently sitting in the Abbotsford Library moved over to the new Library in Chilliwack, please contact Heather immediately.
- Check out the Library's Website (www.ufv.ca/library) for the launch of the new Ebsco Discovery Service that has integrated all of the databases.
- New allocations of funds will be announced soon. If you require any new material added to the Library there will be an allocation for Agriculture and Trades.

8. INFORMATION ITEMS

8.1 Ship Building & Repair Work Force

John English included in the agenda package a publication regarding the implications to training around the shipbuilding contract. Government has organized a specific entity around the issue referred to as the ship building repair task force.

8.2 SVI Conference - Rod McLeod

The 2012 SVI Conference will be held at Harrison Hot Springs Resort & Spa on Wednesday, June 6-8, 2012.

For those interested, all information and registration forms have been included as part of this council's agenda package.

8.3 Berry Resource Centre (BRC) - Tom Baumann

- Tom distributed a rack-card highlighting this new centre.
- Tom is working with the Yvon Dandurand and Brad Whitaker in trying to establish the centre as an official research centre.
- The BRC has just completed its first contract with the Ministry of Agriculture and is seeking contracts that will amount to about \$120,000 for this coming year. This project dealt with the decline in Raspberry production. A 35-year-old variety was just removed. With so many new varieties being produced the project had to look at why the varieties were becoming weak after 5 years and yielding low production. Some of the things looked at were pests, diseases, fertility, and pollen transmitted diseases.
- The BRC has a MOU with SMK Farms in Langley. A huge sign has been placed on their property in Langley stating a partnership with UFV Agriculture. This property has 40 acres of land and 16 acres of greenhouse. We will be involved in Livestock and Berry Research.
- The BRC is working with Geography and Health Sciences to collaborate on ideas and research.
- Tom noted that he is presently the Coordinator of the Berry Resource Centre, but is looking for someone to take it over.

8.4 Draft Aboriginal PSE Policy Framework - John English

- The Ministry of PSE has put out a document called BC's Aboriginal PSE & Training Policy Framework. Attached to Agenda Package.
- The University is paying a lot of attention to this because the Government is paying a lot of attention to it.
- John English asked everyone to view the document and make recommendations on how we might attach ourselves to it.

Action: All

- Indirectly, Trades has been involved in offering training at Chehalis and Seabird Island.
- Rod McLeod noted that UFV is hosting a convention in June/July with a panel of speakers from across Canada called Indigenizing the Academy.

8.5 Facebook - Nancy Barker

Nancy Barker contacted MarCom to discuss the use of Facebook to advertise our programs. Leslie Courchesne, Director of Marketing encourages us to use this social media. As long as we do not post curriculum on the site or expect our students to use the site as part of our programs, we can advertise on it.

Nancy Barker's Hospitality Event Planning program has a FACEBOOK page, which is used to connect alumni with presently enrolled students.

Shelley Hayes also noted that Agriculture has two FACEBOOK pages, one for alumni and one advertising UFV's Agriculture programs.

John English encouraged all to watch the pages you personally develop so that the content posted to it is appropriate.

8.6 Next Meeting

The March 29, 2012 Faculty Council Meeting slot, will be used for John English to give an Interim Dean's Report.

The next formal Faculty Council Meeting will take place on Thursday, April 26, 2012.

Meeting Adjourned

**Next Meeting
Thursday, April 26, 2012
2:00 pm – 3:30 pm
Room 2041**

Trades & Technology Faculty Council
Motions/Actions
February 23, 2012

	Motions/Action	Follow Up
1	<p><u>MOTION</u> J. Todrick/L. Gritmaker THAT the Director of Trades & Technology Training be added to the Trades & Technology Faculty Council, Terms of Reference, as a non-voting member. CARRIED</p>	The Motion was sent to the Senate Secretary and Senate Governance Committee for Approval.
2	<p><u>MOTION</u> J. Todrick/M. Ryan THAT the Director of Trades & Technology Training be invited to attend the Trades & Technology Faculty Council Meetings, as a guest, until the council's Terms of Reference are officially amended and reapproved. CARRIED</p>	John English invited Rolf to attend.
3	Curriculum Committee was asked to submit a Terms of Reference for approval, at the next Faculty Council.	A Curriculum Committee, Terms of Reference was in place. The committee will review and resubmit if any changes are necessary.
4	<p><u>MOTION</u> J. Todrick/R. Kelley THAT the Terms of Reference for the Long Term Educational Planning Committee be adopted with the suggested modifications, by this council on February 23, 2012. CARRIED</p>	Modified Terms of Reference to be resubmitted.
5	<p>John reported that Dean's Council has asked Deans to speak to their Faculty Councils about setting criteria for the words: Service, Research, and Teaching.</p> <p>John asked this group to start the process of identifying criteria for these words and report back to the Faculty Council. Action: RSTER Committee</p>	
6	<p>John English asked that the topic of how UFV will distribute funds coupled with identifying the difference between Research and Scholarly Activity should be discussed at the next Faculty Council Meeting.</p> <p>Action: Agenda Item for April 26, FC Meeting</p>	
7	<p>The Ministry of PSE has put out a document called BC's Aboriginal PSE & Training Policy Framework.</p> <p>John English asked everyone to view the document and make recommendations on how we might attach ourselves to it. Action: All</p>	