Dalhousie University

FACULTY OF ARCHITECTURE AND PLANNING

MINUTES OF THE 448th MEETING

June 2nd, 2010


Regrets: PK

1) Approval of the Agenda

3836: Moved by SP/GW that the agenda be approved ......................... Motion CARRIED.

2) Approval of the Minutes of the 447th Meeting

Deferred to the next meeting.

3) Business Arising from the Minutes of the 447th Meeting

Deferred to the next meeting.

4) Presentations by Visitors

There were none.

5) Report from the Dean (CM)

Dean Macy distributed several documents as part of her report.

#1. Design and Innovation on Sexton Campus announced a workshop on June 17, 18 to be held at Ashburn Golf Club, 3250 Joseph Howe Drive. The Design and Innovation committee (SP, SG, RK, John Newhook (chair)) is looking for synergies between Engineering, Architecture, and Planning. One being to flip design to the front end of the Engineering work process with the effect of elevating curricular potentials. Potential for collaboration at Pre-BEDS, BEDS, BCD and various levels of Master’s Program. Interested faculty are encouraged to participate. Copy of workshop outline and schedule are available.

#2. Motion by Faculty Executive (to alter Guide to Faculty Governance, item ii. 4.: Terms of Reference for Tenure and Promotion Committee) was to be reviewed. (JZ) believes that according to the Constitution this must be put forward as a ‘notice’. (CM) asked that the motion be considered and discussed.

#3. In presenting the document, Faculty of Architecture and Planning Framework for Strategic Plan in Research – May 2010 (CM) outlined that she has allotted Faculty funds to support research and is looking to form an ad-hoc group to develop and form a strategy. This was put forward for discussion and will be presented as a motion at the next meeting. If nothing happens here the Executive Committee will move this forward.

Additional report items: Gambia program – (GW) to travel to the Gambia to confer degrees. IYIP program sending young Canadians to support teaching and research as well as an idea of bringing ‘other’ students from allied disciplines to present at the school. Career Development Reviews – Due to a conflict of interest (CM) will not review (SB). (SBs) review will be completed by Alan Shaver. To clarify expectations CM has developed a document ‘for discussion’ that outlines the expectations for faculty members’ Annual Reports. Because these expectations outlined teaching, research, academic and professional activities in detail discussion ensued. (SP) suggested setting up a Faculty Ad hoc committee with (CM) involved and including a junior, a senior and an administrative faculty member. (ES) shared that faculties have something like this set up seem to have a smoother Tenure and Promotion process. (ES) asked if this was for T&P and CDI and (CM) clarified that CDI is the Dean’s role. (SP) spoke about a clause in the Collective Agreement and that this should be referenced and extended through this new proposed ‘faculty document’.

6) Report from the Acting Director, School of Architecture (RK) Absent; no report.
7) **Report from the Director, School of Planning (SG)**

(SG) reported this year’s convocation and shared news of awards and scholarships, etc. Professor Jill Grant won the 2010 CIP Award for Planning Excellence in Planning Publications. Discussions are underway among planning school faculties and the profession as CIP moves towards a more central and formalized accreditation process.

8) **Report from the Librarian (Helen Powell)**

Helen Powell reported on the Digitization of the JSSAC. An update can be viewed online at [http://dal.ca.libguides.com/ssacjournalproject](http://dal.ca.libguides.com/ssacjournalproject). As well, ARTStor recently made the user interface easier to use. Please see (HP) or Anita to learn about this. Lastly, please send book requests to (HP) by email or telephone. The annual 2% budget increase is not granted. Discussion ensued. John Zuck queried about the fact that Dal cards do not work at the public library whilst public library cards do work at the university. (SKM) suggested a sign out sheet for bound March graduate thesis books that are held in the faculty area. (RH) inquired about the availability of electronic book form documents.

9) **Reports from Standing Faculty Committees**

a) Tenure and Promotion Committee (JG, TC, SB, FP)

The standing Tenure and Promotion Committee is not active. A new committee is to be struck in the Fall.

10) **Reports from Student Organizations**

a) Architecture Students Association **No report.**

b) Graduate Planning Society **No report.**

c) Society of Undergraduate Planners **No report.**

11) **Reports from Representatives to University Bodies**

a) Senate (RK—June 30, 2010) **ELECTION REQUIRED**

(JZ) nominated Eric Rapaport to stand for Senate. (?)

b) Senate Standing Committees with Mandatory Faculty Representation

i) Academic Appeals (SKM) **No report.**

ii) Library (EJ—June 30, 2011)

The committee has not met.

iii) Nominating (AP—June 30, 2012)

CM stated that (AP) will be on sabbatical but will continue to serve on the committee.

iv) Learning and Teaching (ER—June 30, 2011)

The committee passed a policy for teaching evaluations. Deborah Buzzard, David Black and Steve Mannell won the Senate Award for Excellence for their work in setting up the College of Sustainability.

v) Computer and Information Technology and Planning (PK—June 30, 2012)

Wireless is now in the building.

vi) Honorary Degrees (PM—June 30, 2012)

(CM) stated that nominations (professional distinction, affiliation and/or service to the university) can come from any faculty member.

c) Senate Standing Committees with Possible Faculty Representation

i) Academic Administration (PK—June 30, 2010) **Absent; No report.**

12) **Other Business**

There was none.

The meeting adjourned on a motion by JZ.

Roger Mullin

Acting Faculty Secretary