

**DALHOUSIE UNIVERSITY
FACULTY OF GRADUATE STUDIES
FACULTY COUNCIL**

These minutes have been approved.

A regular meeting of Faculty Council was held at 11:30 am, Tuesday, June 25, 2013 in the Lord Dalhousie Room, Henry Hicks Building.

Present: S. Bearne, K. Beazley, B. Boudreau (Chair), E. Denovan-Wright, S. Faridi, Y. Fedortchouk, M. Gibson, S. Kimber, G. Kipouros, J. Kozey, R. Maitzen, J. Makani, S. Parcell, D. Patterson, D. Pelzer, N. Schepp, M. Scott (Secretary), S. Theriault (FGS), E. Whelan, Y. Zhao

Regrets: W. Barker, P. Boderik, M. Cada, A. Fenety, J. Grant, N. Morgunov, S. Ponomarenko, S. Scannell, G. Scherkoske, R. Stadnyk, D. Tamlyn, B. Taylor, O. Theou, K. Toughill, L. Turculet A. Vidovic, H. Whitehead

FC12/13.65 Call to Order and Approval of Agenda

The Chair called the meeting to order. The agenda was approved with no additions.

FC12/13.66 Approval of the Minutes of previous Faculty Council meeting

It was moved by K. Beazley, seconded by S. Parcell: to approve the minutes of May 14, 2013 with no corrections. The motion carried.

Matters arising from the minutes – There were no matters arising from the minutes.

Dr. Boudreau welcomed Dr. Mark Gibson from the Department of Process Engineering and Applied Science. Also joining Faculty Council, but unable to attend this meeting, are Dr. Sergey Pomomarenko (Electrical and Computer Engineering), Dr. Robin Stadnyk (Occupational Therapy) and Dr. Peter Boderik (Computer Science).

Dr. Stephen Kimber from King's College will be serving on council for the next year while Kelly Toughill is on sabbatical. Dr. Laura Turculet and Dr. Heather Andreas from the Department of Chemistry will be serving on council for 6 month terms each to cover the sabbatical of Dr. Norman Schepp. Dr. Turculet and Dr. Andreas were not able to attend today.

FC 12/13.67 Reports

i) Dean's Report (B. Boudreau)

- a) New Associate Dean, FGS:** Dr. Boudreau welcomed Dr. Eileen Denovan-Wright to Faculty Council and advised that Dr. Denovan-Wright's portfolio at FGS includes thesis submissions, PhD defences, appeals and postdoctoral fellows.

- b) **FGS staffing:** The FGS office is currently short-staffed, causing some processing delays in the admissions and scholarship areas. The Admissions and Convocation Officer position has been vacant since the end of May, and the Program Officer has been covering. The new Admissions and Convocation Officer is set to start in early July. The Scholarship Clerk position has also been vacant since the end of May due to a medical leave. The Scholarship Officer has been covering, but has a scheduled vacation starting shortly.
- c) **New President:** As part of the “100 Days of Listening”, Dr. Florizone will be attending various Faculty Council meetings across campus. Dr. Florizone will attend FGS Faculty Council in the Fall. Members will be notified when a date is selected.
- d) **E-Vote:** Members approved the revision to section 1.5 n) of the Terms of Reference by an e-vote on April 26, 2013. Following is the revised wording:
 - n) Challenging Faculty Council decisions: A decision by Faculty Council may be challenged by petition of no fewer than fifty members of Faculty submitted to the Chair within 21 working days notice of delivery of the **approved** Faculty Council meeting minutes recording the decision in issue. The petition shall clearly identify petitioner names and shall identify a contact person. The Chair and Dean will attempt to resolve the matter through the contact person; however, if the resolution remains unsatisfactory to 2/3 or more of the petitioners, the matter will be brought back to Faculty Council for consideration at a special meeting. If 2/3 of the petitioners remain unsatisfied with the outcome of the special meeting, the petitioners may forward their petition to the Chair of Senate for consideration by a committee or delegate of Senate to address the issue.

ii) **PDF Report (O. Theou)**

O. Theou was not present.

iii) **DAGS Report (A. Vidovic)**

A. Vidovic was not present.

iv) **Associate Dean (D. Pelzer)**

Dr. Pelzer advised that a memo regarding the Tri-Council Harmonization will be sent to Deans and Graduate Coordinators. Changes to the master’s competition will be implemented for the competitions being held this fall. From the information that has been received to-date, it appears that the most important change will be that the competition will be using an in-coming model, meaning students will be applying to the institutions where they want to attend. Preliminary information indicates that students can apply to a maximum of three institutions. FGS would like departments to disseminate this information to their students, letting them know to start their applications early and to check with individual institutions for deadlines. Dr. Boudreau will also pass this information along at the next Dean’s Council meeting.

FC12/13.68 Amendment to Terms of Reference for Faculty Council

Dr. Boudreau read the proposed amendment to section 1.3 b) and 1.3 c) of the Terms of Reference for Faculty Council:

1.3 **OFFICERS**

- a) Role of Officers: The Chair of Faculty Council provides oversight over the business of Faculty Council, chairs Faculty Council meetings, and sets the agenda

for Faculty Council in consultation with the Dean and the Associate Dean(s). The Vice-Chair of Faculty Council acts as Chair in the Chair's absence.

- b) Qualifications: The Chair and Vice-Chair must have served on Faculty Council for a minimum of one year within the previous five years.
- c) Election: The Chair and Vice-Chair are elected by Faculty Council from the nominations it receives from members of FGS or Units as a response from a call from Council. When a new Chair is required, the outgoing Chair shall chair the meeting.

Members questioned if the new Chair and Vice-Chair would become members of Faculty Council. Dr. Boudreau confirmed that the Chair and Vice-Chair would be members of Faculty Council and the Vice-Chair would count towards quorum.

It was moved by R. Maitzen, seconded by E. Whelan: that Faculty Council approve the amendments to the Terms of Reference with respect to the election of the Chair and Vice-Chair for Faculty Council. The motion carried.

FC12/13.69 New Graduate Certificate in Occupational Therapy

Dr. Boudreau welcomed Drs. Brenda Beagan and Tanya Packer from the School of Occupational Therapy and invited them to provide the rationale and objectives for the new graduate certificates.

Dr. Beagan explained that the certificates will offer a formal recognition for students taking on-line or SSGS courses. The certificates are aimed at students who are not interested in completing a second Master's degree but who want to advance their knowledge in specific areas. The certificates will consist of one core course plus 2 electives, to be selected from the School of Occupational Therapy's current course offerings.

The School of Occupational Therapy expects to have about 3 to 5 students in the certificate programs each year. Members asked what implications the new certificate programs would have on resources. Dr. Beagan replied that there are currently 6 to 10 students in on-line courses, and the School may see this increase slightly, but not to the extent that additional courses would have to be offered.

Members asked how the School would know if students taking the certificate programs were working in the field. It was explained that students taking the certificate programs do not have to be Occupational Therapists, they would just need to meet the graduate admission requirements. Students would finish with a certificate only, no formal qualification. A discussion continued, in which Dr. Packer advised that the School was not concerned about losing master's students, as the School currently has a mix of students taking master's programs as well as SSGS and on-line courses. The university does not have guidelines for the number of courses required in a certificate program, but the School felt 3 courses made sense for these certificate programs.

When asked what the advantage would be for having the certificates and if the courses could be counted towards a future master's degree, Dr. Beagan explained that the certificate would be an exit strategy for students who weren't able to complete the master's degree, and students would only be permitted to bring 2 SSGS courses into a Master's degree.

Dr. Boudreau thanked Dr. Beagan and Dr. Packer for attending.

There was no further discussion.

It was moved by J. Makani, seconded by S. Parcell: that Faculty Council recommend that the proposal for Graduate Certificates in Chronic Condition Self-Management, Aging and Continuing Care, and Diversity and Inclusion proceed to SAPRC for consideration. The motion carried.

FC12/13.70 French MA without a Thesis

Dr. Boudreau welcomed Dr. Raymond Mopoho and Dr. Christopher Elson from the Department of French, and Dr. John Rutherford from the internal review committee.

Dr. Elson advised Faculty Council that the French Department followed up on the suggestions made by APCC and it was the revised document that was submitted to Faculty Council.

Dr. Rutherford advised that the internal review committee, consisting of himself and Dr. Toughill, made a recommendation that the proposed program be approved subject to addressing the concerns that were raised. They suggest that the program be reviewed at 3 years rather than 7 years, not to be punitive, but to provide an opportunity to review the concerns that have been raised.

Dr. Pelzer reported that Dr. William Barker was also asked to take an additional look at the proposal. The main concerns he identified were: 1) the ability for students to switch between the research and non-research streams; 2) concerns over students not being able to take any courses over the summer term; 3) the proposal should clearly outline workload costs for the program. Will the new program take teaching away from the undergraduate program, or will any new faculty have to be hired? The proposal requires a clear budget addressing the issue.

Dr. Elson advised that the current teaching load is 3:3, and the department is already offering a number of the graduate courses listed in the proposal. He stated that the workloads in the department won't require adjustment, and the new stream is cost-neutral.

Members advised that Senate would require support for the proposal from the Registrar's Office, the Physical Plant, the IT Department and Financial Service. It was suggested that the Acting Chair of the Department of French, the Dean of FASS, and Dr. Pelzer meet with Financial Services before the proposal proceeds to SAPRC.

Dr. Boudreau thanked Drs. Mopoho, Elson and Rutherford for attending.

A discussion followed on the financial piece, the summer course offerings and the impact on the undergraduate program.

It was moved by R. Maitzen seconded by K. Beazley: that Faculty Council approve in principal that the proposal for the French MA without a Thesis move forward to SAPRC under the

condition that the delivery of summer courses and the financial viability be addressed by Financial Services and the Dean of the Faculty of Arts and Social Sciences. The motion carried.

FC12/13.71 Other Business

i) Academic Appeals Committee

Dr. Boudreau advised that nominations have been received for Dr. Deborah Tamlyn, School of Nursing for a 2 year term, and Dr. Martin Gibling, Department of Earth Sciences for a 2 year term.

It was moved by R. Maitzen, seconded by J. Kozey: that the nominees for the Academic Appeals Committee be approved. The motion carried.

iv) Election of Chair and Vice-Chair of Faculty Council

Dr. Boudreau reported that nominations for Chair and Vice-Chair of FGS Faculty Council were submitted for Dr. Richard Singer (Biochemistry and Molecular Biology) and Dr. Ruth Martin-Misener (Nursing). Dr. Boudreau invited Dr. Martin-Misener to address Council to provide her reasons for applying for the position and what experience she would bring to the position. Dr. Singer was then invited to provide the same information.

Following the brief presentations, members voted in-camera to elect Dr. Richard Singer as Chair, and Dr. Ruth Martin-Misener as Vice-Chair. Both candidates were invited back to the meeting and informed of the decision. Both candidates accepted the positions offered.

v) Thanks to Outgoing Members

Dr. Boudreau took a moment to thank outgoing members for their service on Faculty Council. An FGS mug was presented to Jana Fedortchouck as a token of appreciation. Other members finishing their term include Michael Cada, Qigang Gao, George Kipouros, and Geoff Brown. FGS will deliver mugs to members who were not able to attend the meeting.

Dr. Boudreau also thanked Stephen Bearne and Stephen Parcell for agreeing to step up for another term.

FC12/13.72 Next meeting – Tuesday, September 17, 2013, Lord Dalhousie Room.

The meeting adjourned at 12:57 p.m.

B. Boudreau, Chair

M. Scott, Recording Secretary