

FACULTY COUNCIL MINUTES

Thursday, October 26, 2017

FORREST 322

Minutes Approved November 23, 2017

	Agenda Item
1	<p><u>Attendance:</u> Mohammad Hajizadeh, Health Administration Matt Numer, Health & Human Performance Catherine Gunn, Health Sciences Cathy Sheffer, Nursing Lynn Shaw, Occupational Therapy Joan Versnel, Occupational Therapy Susan Mansour, Pharmacy Emily Black, Pharmacy Caroline Straub, Undergraduate Student Justine Dol, Non-ETP Graduate Erna Snelgrove-Clarke, Associate Dean Academic (Acting) – Chair Cheryl Brown, Faculty Council Secretary Ann Barrett, Health Sciences Librarian</p> <p><u>Regrets:</u> Derek Rutherford, Physiotherapy Jian Wang, Human Communication Disorders Cheryl Kozey, Associate Dean Research Brenda Merritt, Dean (Acting) Marion Brown, Social Work Andrew Archibald, ETP Graduate Student</p>
2	<p><u>Approval of Agenda</u></p> <p>MOTION: To approve the agenda for the October 26, 2017 meeting of the Faculty of Health Faculty Council, as presented. Moved: Cathy Sheffer Seconded: Susan Mansour Motion carried.</p>
3	<p><u>Approval of Minutes – September 28, 2017 Meeting</u></p> <p>MOTION: To approve the minutes from the September 28, 2017 meeting of the Faculty of Health Faculty Council, as presented. Moved: Matt Numer Seconded: Cathy Sheffer Motion carried.</p>

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4	<p>ARC Report – Brenda Sabo, Chair of ARC</p> <ol style="list-style-type: none"> 1. <u>Masters of Social Work major modification approval</u> (Documentation attached.) <ul style="list-style-type: none"> • Trying to add an additional option to their Masters option (foundation year). • ARC has finished reviewing and presented to Faculty Council; all documents that were not present at the last time it was brought forward were attached. It has the ARC approval to move forward. • Clarification requested around workload implications. • FC members did not all have time to read the document; felt the wording was not very clear. • Defer vote to November meeting. 2. There will be a significant number (at least 4) of major program modifications coming forward. ARC will try and stagger them so that FC has time to review and understand the proposals prior to voting. A process will be developed that will come to FC for approval.
5	<p>Dean’s Report – provided by Erna Snelgrove-Clarke</p> <ol style="list-style-type: none"> 1. <u>Extension of HAHP IPE for additional year</u> <p>Very difficult issue for HAHP because of their timetable. Still working on it.</p> <p>Motion – To approve that the School of Health and Human Performance be given a year’s extension to the motion passed at Faculty Council previously as: <i>The School of Health and Human Performance have approval to replace the common IPE time in the academic timetable for their section of IPHE 4900 with “CD” until the beginning of the academic year of 2018-19. During this time, the School will strike a working group to identify and implement a solution toward removing as many IPE common time conflicts as possible. Recommend this working group include – the Managing Director of Centre for Collaborative Clinical Learning and Research, selected member(s) from HAHP, a member from the registrar’s office, and either the FHP Associate Dean (Academic) or FHP IPE Coordinator.</i></p> <p>Moved: Susan Mansour Seconded: Catherine Gunn</p> <p>Motion carried.</p> 2. <u>Deans Executive</u> (notes from Sept 14 attached) <p><u>Discussion:</u></p> <ul style="list-style-type: none"> • FC should have a section on Strategic Plan added to the standard agenda. • Quarterly reports on Strategic Plan, as mentioned in the Deans Executive notes, be shared with Faculty Council. • Still concerned about "approval process" - Dean power versus Faculty Council approval. • Need clarity around where approval will come from. • Clarity around what OpsExec group stands for – approval process.

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	<ul style="list-style-type: none"> • Terms of Reference – formalize with Faculty Council approval? <p>3. <u>FAC BAC Update</u></p> <ul style="list-style-type: none"> • Orientation to faculty budget has been given over two meetings. • Terms of reference for committee has been looked at, needs further revision; revised version will be approved by Deans Executive with a copy to Faculty Council for information. • Question regarding whether the terms can/should be approved by Deans Executive or should it come to Faculty Council for consideration? <p>4. <u>Senate Update</u> No update.</p> <p>5. <u>Strategic Plan Update</u> All groups have met with the exception of Pillar 5. Metrics for evaluation have been started to be developed. Core groups are established and will reach out for people to work within the groups. The call-out would come out around the same time so that people can see what's on offer and see which group they'd like work with.</p> <p>6. <u>Reading Week</u> (letter from Brenda Merritt attached) Suggest to other faculty committees they do the same (in the newsletter?).</p>
6	<p>Terms of Reference for PhD Governance Council (Attached) Shaun Boe, PhD in Health Program Coordinator</p> <ul style="list-style-type: none"> • Looking for approval of updated version; updates were shared. • It was suggested an annual report be sent to from the program to Faculty Council (not to be included in the terms of reference for the governance body but Shaun will take it on as a good plan). • The biggest change is around the student representative; there has never been a student rep. However, many of the governance meetings are around issues and discussions that students should not be privy to. • Question around title (Shaun's) - Program Coordinator or Program Director? • Job ad was for coordinator – it will be changed throughout the Terms of Reference. • Orientation of students in their role on the committee is key, particularly as regards succession. Their role is to provide feedback, when appropriate, with the other students in the program. Change term to two years – with alternate rep. <p>MOTION: That Faculty Council accepts the Terms of Reference for the Faculty of Health PhD in Health Governance Committee, contingent to all suggested changes being made. Moved: Matt Numer Seconded: Lynn Shaw Motion carried.</p>

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7	<p>Associate Dean (Academic) Report</p> <p>1. <u>Rapid Response Task Force – Workloads</u> Group met. There is concern that in February there will be a new collective agreement and any work done is pre-emptive. It may be better to wait until the collective agreement comes out. Erna met with Brenda Merritt regarding this; it will be left up to the task force to decide if they wish to wait. Faculty Council members feel that the work can go forward, even if only to look at each of the guidelines to try and standard the procedures across the schools.</p> <p>2. <u>Dean Search Committee</u> All names have been forwarded to Carolyn Watters. The first meeting was yesterday. Short list is hoped for in November. The ad for the position is currently on Career Beacon = posted October 16.</p> <p>3. <u>SEM – Student Enrolment Management</u> A presentation was made at ADAC by Arig al Shaibah about enrolment for the university – do we want to keep it the same, increase, or lower it. The report will be brought back to the faculties for discussion through a presentation from Arig's office. Erna will share the information as she receives it.</p> <p>4. <u>World Challenge Challenge</u> Interdisciplinary teams bringing groups together to work on projects. Communication goes out next week. Showcase with competitions; 3 teams will go to Nationals (including travel, accommodation and \$1000). Erna will forward as soon as she receives it; noted that Health is really well placed to put together good teams.</p>
8	<p><u>Other</u></p> <p>Alternate for Cathy Sheffer (rep. On FHP Inclusion committee) Mohammad? Matt Numer offered to attend the November 6 meeting. Cathy will send him the information.</p> <p>Meeting adjourned: 11:20</p> <p>Next meeting: November 23, 2017 – 10-12 a.m. – CHEB, C313</p>

Strategic Plan Pillars:

- I Engage in Transformational Teaching and Learning**
- II Grow the Research Enterprise**
- III Foster Citizenship**
- IV Cultivate Partnerships**

