

## FACULTY COUNCIL MINUTES

Thursday, November 23, 2017 - 10:00 a.m. - 12:00 p.m.

Room C313, CHEB

**Minutes Approved January 25, 2018**

	Agenda Item	SP
1	<p><b><u>Welcome (Quorum established)</u></b></p> <p><u>Attending:</u>            Mohammad Hajizadeh, Health Administration            Jian Wang, Human Communications Disorders            Cathy Sheffer, Nursing            Joan Versnel, Occupational Therapy            Susan Mansour, Pharmacy            Pollen Yeung, Pharmacy            Derek Rutherford, Physiotherapy            Marion Brown, Social Work            Cheryl Kozey, Associate Dean Research            Karen Gallant, Alternate, Health &amp; Human Performance            Catherine Gunn, Health Sciences            Ann Barrett, Health Sciences Librarian            Brenda Merritt, Dean (Acting) - Chair            Cheryl Brown, Dean's Office – Faculty Admin.</p> <p><u>Regrets:</u>            Lynn Shaw</p> <p><u>Guests:</u>            Brenda Sabo, School of Nursing, ARC Chair            Emily Huner, Director of Operations, Student Health &amp; Wellness</p>	
2	<p><b><u>Student Absence Regulation</u></b></p> <p><i>Emily Huner</i>, Director of Operations, Student Health &amp; Wellness            Provided documents and background for the implementation of the new student absence regulations. Forms will be based on Brightspace. Currently set up for two potential submissions by students; school has the right to reduce that to one. SLTC will be sending out a syllabus amendment which will provide wording for the schools. The absence circumstances are included within the regulation – within the school syllabus, the school can define which of these are acceptable. Students can submit via Brightspace or on paper. There will be a .zip package sent out by Academic Technology to put on the school's Brightspace site (December 6) that is a required inclusion in each school's syllabus. This regulation only applies if a student is going to miss an assessment; or for courses where attendance is kept. Student with a current</p>	

	Agenda Item	SP
	<p>accommodation plan do not use this regulation. Faculty have the option to gather and send all sick notes to coordinators so that they can check for patterns and students who are missing from different courses, they can be flagged for follow-up. Communication plan (January) for students to let them know how to input their absences. This regulation is a suggestion – if schools already have an effective system, they aren't required to use it. The University is highly recommending it because it is very flexible. Roll-out next semester.</p> <p>Emily will welcome all feedback via email or phone. Emily offered to come to school council meetings.</p>	
3	<p><b>ARC Report</b> – Brenda Sabo  <u>MSW Major Modification</u> – Still a lack of clarity around language and lay-out of submission. ARC passed based on getting additional documents. Faculty Council provided feedback after last meeting; some was received. Brenda asked for a motion to pass.</p> <p><b>MOTION: That the Faculty of Health Faculty Council recommend that the Masters of Social Work major modifications proposal presented be approved and forwarded to Graduate Studies, pending financial review.</b></p> <p><b>Moved: Cheryl Kozey      Seconded: Derek Rutherford  Carried.</b></p> <p><u>Termination – Interdisciplinary Health Studies</u>  Termination does not mean that all the courses will not be offered – the committee would like to continue some of the courses. HAHP is undergoing a curriculum review and are unable to commit at this point. The certificate does not depend on just courses from this program, there could be other courses that could be substituted to make up the certificate. Current students are being offered alternatives to get them through the certification. The long-term viability of the program is not proven. There is a lack of interest on part of the students; there are no financial resources to market the certificate; it may have been oversold (expected 60 students, got 5). There is no accreditation attached, the courses were designed just to give the students a body of knowledge that is specific.</p> <p>Motion: That the FC approve the motion from the ARC in favour of termination of the Interdisciplinary Health Studies Certificate Program (see motion from committee)  Brenda Sabo? ARC? (no seconder required (see Robert's rules)  Moved</p> <p><b>MOTION: The Faculty of Health Academic Review Committee recommend the Faculty of Health Faculty Council approve that the suspension to the admission to the Interdisciplinary Health Studies Certificate continue and that the certificate ultimately be terminated once all the current students have completed the required courses. This would be on condition that the proposal is revised to reflect recent clarification and certainty regarding the plan for the students.</b></p>	

	<b>Agenda Item</b>	<b>SP</b>
	<p><b>No seconder required. Motion carried.</b></p> <p>Committee will be reviewing its workload in the upcoming year looking for ways to even it out, since there have been so many large proposals. Things to consider are the work plan, delegation and increasing the committee.</p> <p>Subsequent discussion included a suggestion that ARC revisit what it needs to provide for Masters-level submissions – APCC may not even be considering the ARC feedback. Division of diligence – for those being reviewed for the Faculty only, more diligence is needed than in those going to FGS.</p> <p>Brenda will recommend that the committee looks at the manual for clarity.</p> <p>Action – review the process around FGS and within that, evaluate the workflow so the committee is more nimble.</p>	
4	<p><b><u>Approval of Agenda</u></b>  <b>MOTION: That the agenda for the November 23, 2017 meeting of the Faculty of Health Faculty Council be approved as presented.</b>  <b>Moved: Susan Mansour      Seconded: Derek Rutherford</b>  <b>Motion carried.</b></p>	
5	<p><b><u>Approval of Minutes – October 26, 2017</u></b>  <b>MOTION: That the minutes from the October 26, 2017 meeting of the Faculty of Health Faculty Council be approved as presented.</b>  <b>Moved: Joan Versnel      Seconded: Cathy Sheffer</b>  <b>Motion carried.</b></p>	
6	<p><b><u>Dean’s Report:</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>FoH Holiday Party:</u></b> Faculty is busy filling boxes for charity. A committee is preparing for the holiday party to be held on Monday, December 4<sup>th</sup>. It is hoped that a good faculty turn-out will be had.</li> <li>• <b><u>Strategic Plan Update:</u></b> All groups have met. Suzie and Brenda have collected notes and identified initiatives to achieve by May; will be reaching out for faculty/staff to be involved in the initiatives. Poster/sign-up in each of the schools. Comment cards in a box – how would you like to be involved. Personal invitations (email) - start with a wide call and then more direct target email. Equity committee met last and the committee has a lot of ideas.</li> <li>• <b><u>Teaching Quality Policy:</u></b> Erna and Brenda are developing and will bring to FC for approval. How are we cultivating our teaching; develop a tool for reflective teaching, how to develop goals, define excellence, how do directors help faculty with negative SRI's. Have circulated and gotten feedback. Fiona interested in sharing with other faculties.</li> </ul>	

	<b>Agenda Item</b>	<b>SP</b>
	<ul style="list-style-type: none"> <li>• <u>FAC BAC</u>: Need a meeting to move forward.</li> <li>• <u>Workload</u> – Erna met with the committee; there was some discussion about contract negotiations being a deterrent to working. FC suggested it move forward and compare school current workload processes. Then when the contract is done, they can move forward. Erna has been away all November – hopefully meet in December.</li> <li>• <u>Dean Search</u> – Committee is struck and has met, recruiters are engaged, applications are being received. Shortlist has been pushed off to January because of Carolyn Watters' travel schedule.</li> </ul>	
7	<p><b><u>Associate Dean (Research) Report</u></b></p> <ul style="list-style-type: none"> <li>• Indigenous health NCE has been submitted (letter of intent).</li> <li>• CRC Chair in Mobility and Healthy Aging – shortlist of two individuals going through the process now to bring them in for interviews.</li> <li>• Clarification and changes from VPR office in regards to matching grant – more clarity around what needs to happen. \$1M must come to Dal or affiliated health authority and we have to have Dal PI's or co-PI's on the grant. Information has been sent around and posted on the web site.</li> <li>• Information collected and forwarded from Research Committee around working on projects with the NSHA; what are some of the barriers and positives of doing this. Instigated by Tom Marrie, sent to the VPR's office. We are working on how to work more transparently across the health authorities, understanding financial management and other mechanisms to be clarified.</li> <li>• Discussion around using Envivo with respect to qualitative research – there are licenses involved from multiple sources. Envivo will be on the December meeting of the Dean's research council for exploration and discussion on how to get it moving forward.</li> </ul> <p><b><u>Good News</u></b></p> <ul style="list-style-type: none"> <li>• Conversation Canada – document from VPR's office re: uptake of research. Dalhousie is #2 in Canada with respect to citations, etc., per capita. #1 was University of Alberta,</li> <li>• Suzie will forward the announcement to faculty/staff.</li> <li>• Innovation associated with university prepared individuals was discussed on radio today.</li> </ul> <p><b><u>Strategic Plan – Research -</u></b></p> <p>Three meetings have been held by this group to begin working on moving forward.</p> <ol style="list-style-type: none"> <li>1. Look at how new probationary tenure-track appointments fit into the faculty research scheme and not just focusing on how we can cover just teaching – broader focus. Units need to be proactive to identify their recruiting job description to be strategic. Units to develop HR plans (Lynn Shaw has a template). Need more oversight at the faculty level.</li> </ol>	

	<b>Agenda Item</b>	<b>SP</b>
	<p>2. What do we put in around mentoring; will be discussed at Research Committee meeting for ideas.</p> <p>3. Infrastructure – trying to move forward with getting collaborative research space, not only with CHEB but also come up with supports for people requiring a match with a grant. Looking at building a sustainable partnership research funding infrastructure within the faculty to help people at different points of times. Currently no budget. Look at how funding is disbursed at career types of awards, new investigator awards, etc. Partnership program to provide funding (matching, bridge) to help researchers.</p> <p>4. Students – look at a base-line of where we are with students so that we can increase the experiences. Masters/PhD - Cheryl met with Shaun Boe to discuss what financial assistance would be needed to come up with a shared model to assist those students.</p> <p>There is a call out to put Suzie full-time on strategic planning and to hire a temporary replacement for her research duties. This will maintain continuity in the strategic plan and also provide research with a different type of support to work toward what will happen next with the Strategic Plan.</p> <p>Discussions regarding Uniweb and how it can link researchers. Niki Power is the contact person for this (494-7809, phdhealth@dal.ca). Each unit should have someone who can become familiar with Uniweb.</p> <p>ORCHID.ca - library would like to integrate with Uniweb. Ann Barrett will contact Niki. ROMEO recently purchased by Research department.</p>	
9	<b><u>Other</u></b>	

### Strategic Plan Pillars:

<b>I</b>	<b>Engage in Transformational Teaching and Learning</b>
<b>II</b>	<b>Grow the Research Enterprise</b>
<b>III</b>	<b>Foster Citizenship</b>
<b>IV</b>	<b>Cultivate Partnerships</b>
<b>V</b>	<b>Mobilize Supports for Innovation</b>