

FACULTY COUNCIL MINUTES

Thursday, September 28, 2017

10:00 a.m. - 12:00 p.m.

Room 322 - Forrest Building

Minutes Approved October 26, 2017

	Agenda Item
1	<p>Welcome – Introductions</p> <p><u>In attendance:</u> Mohammad Hajizadeh, School of Health Administration Matthew Numer, School of Health and Human Performance Carol Gillis (guest), School of Health Science (Primary and Alternate not available) Jian Wang, School of Human Communication Disorders Cathy Sheffer, School of Nursing Lynn Shaw, Director, School of Occupational Therapy Susan Mansour, Director, College of Pharmacy Emily Black, College of Pharmacy Derek Rutherford, School of Physiotherapy Marion Brown, School of Social Work Andrew Archibald, Student Representative, ETP Graduate Students Brenda Merritt, Dean (Acting), Faculty of Health Cheryl Kozey, Associate Dean Research Erna Snelgrove-Clarke, Associate Dean Academic (Acting) Cheryl Brown, Faculty Secretary</p> <p><u>Regrets:</u> Catherine Gunn, School of Health Sciences Joan Versnel, School of Occupational Therapy</p> <p><u>Guests:</u> Brenda Sabo, School of Nursing, Academic Review Committee Chair Michael Kiefte, School of Human Communication Disorders</p>
2	<p><u>Academic Review Committee Report</u> (Guest: Brenda Sabo) – <i>Report attached as Appendix I</i></p> <p><u>MOTION:</u> It was moved that Faculty Council for the Faculty of Health approves the replacement of the current interview process for admission to the MScPT Entry-Level program with the CASPer tool within the School of Physiotherapy. Moved – Brenda Sabo Seconded – Lynn Shaw Motion carried.</p>

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3	<p><u>Approval of Agenda</u></p> <p><u>MOTION:</u> It was moved that the agenda for the Faculty Council meeting for September 28, 2017, be approved as presented. Moved – Derek Rutherford Seconded – Matt Numer Motion carried.</p>
4	<p><u>Approval of minutes – June 22, 2017 Meeting</u></p> <p><u>MOTION:</u> It was moved that the minutes from the June 22, 2017 meeting of the Faculty of Health Faculty Council be approved as presented. Moved – Cathy Sheffer Seconded – Matt Numer Motion carried.</p> <p><u>Discussion:</u> Regarding the suspension of the Certificate in Interdisciplinary Health Studies, both the APRC and SAPRC have approved suspension for one year. Laurene Rehman (HAHP) and Carol Gillis (HSci) are working together to help students already registered to finish this year. The four courses may continue through HAHP as part of their required curriculum. One course may be suitable for sharing widely through Faculty. Information needs to be submitted prior to the end of January (plan for going forward). Will be sent to FC and ARC (Carol Gillis).</p>
5	<p><u>Search Committee for Dean, Faculty of Health</u></p> <p>Brenda excused herself from this discussion.</p> <p>Names that were submitted for the committee were ranked. There are no terms of reference, just guidelines, which state that you do not have to be a member of DFA to represent the school on the committee.</p> <p>Two Director reps have been chosen – Susan Mansour and Laurene Rehman</p> <p><u>School Representatives:</u> Nursing - Ruth Martin Misener HCD - Michael Kiefte HSci - Noel Pendergast PT -Shaun Boe HAdmin - Majid Taghavi OT - Jonathon Harris SW - Catrina Brown (HHP and Pharmacy are represented by the Director Representatives)</p>

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	<p>FC is happy for two students to share responsibilities with one vote.</p> <p>External members ranked</p> <ol style="list-style-type: none"> 1. Joe Meahan 2. Janet Knox 3. Krista Connell 4. Carmelle d'Entremont 5. Denise Perrett <p>Erna will pass on a suggestion to Carolyn Watters' team that terms of reference for Dean search be provided/developed to make it easier to recruit in future.</p> <p>Erna will pass the names on for the committee and act as liaison for the Faculty.</p>
6	<p>(a) <u>Faculty Council Terms of Reference</u></p> <p>A proposed addition to the Terms of Reference is as follows:</p> <ul style="list-style-type: none"> • Members on sabbatical or administrative leave will be replaced during their leave by the School alternate or via selection processes described above and the time served on the committee will not accumulate during the leave. <p>In addition to this change, the Terms will have the name "Faculty of Health Professions" changed to "Faculty of Health" throughout.</p> <p><i>Terms of Reference with proposed changes is attached as Appendix II.</i></p> <p><u>MOTION:</u></p> <p>It was moved that the Faculty of Health Faculty Council Terms of Reference be amended to include the suggested clause regarding sabbatical or administrative leave, as well as the name change from Faculty of Health Professions to Faculty of Health.</p> <p>Moved – Matthew Numer Seconded – Lynn Shaw</p> <p>Motion carried.</p> <p>(b) <u>Student Representatives – Faculty Council</u></p> <p>Several students have expressed an interest; it was suggested that there be two students for each open position, either a primary and an alternate, or to share the position, so that there is always representation. Another call needs to go out to the Graduate Entry-to-Practice students, as there is just one student in that position. It was also suggested for the Graduate non-Entry to Practice, that two PhD students be accepted, one 2nd year or above, and one 1st year, so that there is mentorship.</p> <p><i>List of student volunteers is attached as Appendix III.</i></p>

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	<p>(c) <u>Faculty Council Representative for ARC</u></p> <p>Erna on committee as Associate Dean. The committee meets 1st Thursday of each month from 1-3 pm. Two-year term. This is a particularly important program for undergraduate positions. Marion Brown (Social Work) volunteered to be the FC representative for the final year of her FC term, which ends August 2018.</p> <p>MOTION: It was moved that the Faculty Council accept Marion Brown as the Faculty Council representative on the Academic Review Committee for a one-year term, beginning immediately and running until August 2018. Moved - Susan Mansour Seconded – Derek Rutherford Motion carried.</p>
7	<p>HCD Proposed Name Change (Guest: Michael Kieft)</p> <p>Michael provided an overview on the reasoning behind the request to change the school's name from the School of Human Communication Disorders to the <u>School of Human Communication Sciences and Disorders</u>. The new name will bring the school in line with similar schools in North America. A lot of the activities in the school do not have anything to do with disorders.</p> <p>Consulted with students, alumni, associations, professionals, school boards, ENTs, psychology – largely favourable response was received for the change.</p> <p>Senate provided a draft process which was used as a template, as there is no set procedure.</p> <p><i>Discussion – why retain the word "disorders"? Communication Science is a common department that has nothing to do with Human Communication and there is confusion involved if Disorders is dropped altogether. Name was thoroughly discussed and this was the compromise.</i></p> <p>Next steps - financial/legal. Cost is minimal.</p> <p>Senate will want documentation around each stage.</p> <p><i>Information provided is attached as Appendix IV.</i></p> <p>MOTION: It was moved that the Faculty Council for the Faculty of Health accept the proposed name change for the School of Human Communication Disorders to “The School of Human Communication Sciences and Disorders”. Moved – Cheryl Kozey Seconded – Lynn Shaw 1 opposed (Marion Brown) - objection to keeping "disorders" in title Motion carried.</p> <p>Letter will be provided to HCD by Faculty for their documentation.</p>

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8	<p data-bbox="240 285 431 317"><u>Dean's Report</u></p> <p data-bbox="240 359 699 390"><u>(a) Deans Executive Verbal Report</u></p> <p data-bbox="240 396 1463 501">Slight change to a shared collaborative leadership process; two meetings per month, one hour per meeting focused on Strategic Plan. People to be invited to discuss items regarding Strategic Plan. Team leads are set for each Strategic Direction:</p> <ol data-bbox="240 508 1370 688" style="list-style-type: none"> 1 (Teaching) – Erna Snelgrove-Clarke, Carol Gillis (Undergrad), Joy Armson (Grad) 2 (Research) – Cheryl Kozey, Gail Tomblin-Murphy, Laurene Rehman (student research) 3 (Citizenship) – Lynn Shaw, Darren Oystreck 4 (Partnerships) – Tanya Packer, Anne Fenety 5 (Supports) – Brenda Merritt, Cathie Smith-Gillis, Susan Mansour (development) <p data-bbox="240 730 1463 800">A working draft has been prepared for key priorities and how we move forward. Meeting with key teams to determine how to get engagement from broader faculty.</p> <p data-bbox="240 842 1414 911">Brief updates were shared by Cheryl Kozey and Lynn Shaw on the Research and Citizenship sections – the groups are just getting organized.</p> <p data-bbox="240 953 1430 1058"><u>Meeting notes from Deans Executive</u> – Notes are taken at each meeting. Notes can and will be shared with Faculty Council and with Dean's Office management, with exception of any confidential or in camera sessions.</p> <p data-bbox="240 1100 956 1131"><u>(b) Faculty Budget Advisory Committee Verbal Report</u></p> <p data-bbox="240 1176 1455 1318">FAC BAC inaugural meeting was held; terms of reference are being reviewed and amended and will be given to FC for information. Ken Moors is providing tuition on the faculty budget structure. Committee will make recommendations to Deans Executive and DE will bring to FC for decision, as required.</p> <p data-bbox="240 1360 607 1392"><u>(c) Senate Business Update</u></p> <p data-bbox="240 1398 1463 1503"><i>Student absence policy</i> was approved at Senate – much debated topic. It will be implemented in January. Student can self-declare an illness, does not require medical documentation – look on Senate web site for documentation. We will send information out to FC.</p> <p data-bbox="240 1545 1455 1726"><i>Challenge for credit</i> passed – as school/faculty, everyone has option to allow student to challenge for credit. School/Faculty can opt in or say that it doesn't work for their courses. Tanya Packer will send around information. Primarily undergraduate courses. Faculty/school determines how to test student abilities during the challenge. Roll out either in the new year or next academic year.</p> <p data-bbox="240 1768 708 1799"><u>(d) Faculty Council Communication</u></p> <p data-bbox="240 1806 1438 1908">Short discussion on which communication media works best for the whole group. Generally, not in favour of email – information should be kept in a private space. There is already a Sharepoint site set up for Faculty Council; we will also check out Brightspace and inform</p>

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	Faculty Council where information is to be centered. When information discussed at the Faculty Council level is required, members will be asked to check on the shared site before requesting through email.
9	<p><u>Associate Dean (Research)</u> <i>Report attached as Appendix V.</i></p> <p>Committee set up for <i>Physical Activity CRC chair</i>. Derek Rutherford is chair. Advertisement is out with closing date of October 20. Send any candidates to Cheryl or Derek. Do not want a failed search or Faculty may lose the chair.</p> <p><i>National Centres of Excellence LOIs</i> due in November. We had a team come forward - Aboriginal/Indigenous Team (Margot, Debbie, Amy) - proposal put forward with research services and it was successful. We will be going forward to NCE with proposal. Could potentially be a \$25million Pan-Canadian NCE. We would be acting as a funding agency for projects.</p> <p><i>Transforming Healthcare in Scotland</i> going on today and tomorrow. Health Minister and Deputy Minister invited them to meet today. Key focus is integrating health and social sciences. This fits with what FofH is trying to develop. Talk this afternoon in CHEB at 5 p.m., Room 264. Mobilizing research into policy.</p> <p><i>Discussion</i> - Suggestion that the “good news” document be tracked from year to year. Working group for Strategic Plan will develop a way to show this visually.</p>
10	<p><u>Associate Dean (Academic) Report</u></p> <p>Erna is on a steep learning curve. Meeting with all Directors to find out what's happening in each school or college.</p> <p><i>Rapid Response Workload Task Force</i> has been formed. First meeting set up for October 17th. At that meeting the next meetings will be set.</p>
11	Next Meeting – October 26, 2017 – 10-12 a.m. – Room C313, CHEB

Strategic Plan Pillars:

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