

FACULTY COUNCIL

September 22, 2022, 10:00 a.m. – via Microsoft Teams

Minutes approved October 27, 2023

Attending:

Brenda Merritt, Dean, Chair
Brenda Beagan, School of Occupational Therapy
Caitlin McArthur, School of Physiotherapy
David Persaud, School of Health Administration
Heidi Framp, College of Pharmacy
Jamie Eliasson, School of Health Sciences
Marion Brown, Associate Dean Academic
Matthew Numer, School of Health and Human Performance
Melissa Helwig, Health Sciences Librarian
Shaun Boe, Associate Dean Research
Steve Aiken, School of Communication Sciences and Disorders
Tanya Packer, Director Representative, School of Health Administration

Regrets:

Michael Kieffe, Director Representative, School of Communication Sciences and Disorders
Kelly Lackie, School of Nursing

MEETING NOTES

Presentation from Advancement: Fundraising Campaign in support of Third Century Promise

Guests: Sheila Blair-Reid, Stephanie Paterson, Jodie Read, Victoria Hamilton

A presentation regarding the campaign to fundraise in support of “Third Century Promise” was shared. The presentation is available on the Faculty Council Teams site under this date.

Welcome to New/Returning Faculty Council Members:

Introductions were given for all Faculty Council members in attendance.

DECISION

Approval of Agenda:

There were no changes to the agenda, approved as presented.

Consent Agenda:

The minutes from the last meeting were removed from the consent agenda for a correction.

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Tier I CRC – it was noted in the minutes that Shaun Boe was developing the job description for this position; this was corrected to “a coalition of individuals within the Faculty of Health is developing the job description.”

MOTION: That the minutes for the June 23, 2022, meeting of the Faculty of Health Faculty Council be approved as amended.

Moved: Shaun Boe Seconded: Brenda Beagan – Motion carried, unanimously.

Student Success Framework:

This was brought to the June Faculty Council meeting and returned to the academic units for further feedback. The committee is seeking endorsement from Faculty Council; the implementation of any framework will be the responsibility of the units. It has been suggested that schools report back to Faculty Council annually regarding their progress.

Judy noted that there had been some feedback, all feedback has been considered and some minor revisions will be made by the committee. They will then share the document with all units.

There was discussion regarding the balance of meeting professional/accreditation expectations while also acknowledging different approaches &/or evaluation methods that support students from equity groups. There was also some discussion around funding mechanisms for providing support to implement the student success framework.

The proposed procedure for compensating equity-seeking faculty members who are being overtaxed by committee work, etc., was raised. This procedure was approved by Faculty Council but stalled by Dalhousie academic staff relations. Judy noted that she will be pursuing this further.

Further revisions to the framework document were suggested. It was agreed that Faculty Council endorse the document with the understanding that changes will be made to the document as it is implemented. **Judy MacDonald will take the suggested amendments back to the committee for implementation and will see that the document is sent to all units for adoption and implementation.**

MOTION: That Faculty Council endorses the document “Student Success Framework” as presented by the Equity and Inclusion Committee as a guide and statement of values, to be used by the Units of the Faculty of Health, understanding that each unit has unique needs and processes that will change how the guide is implemented.

Moved: Brenda Beagan, Seconded: Steve Aiken, Motion carried, unanimously.

ARC – Faculty Council Representative:

Marion spoke about the Academic Review Committee and asked for a representative from Faculty Council, which is a requirement in the terms of reference. She noted some of the work that has been done over the past few months and what is coming. Meetings are held once a month for two hours.

Another message will be sent to all Faculty Council members to seek a member. It was suggested that a message be sent to Directors of units who are not represented on ARC currently.

DISCUSSION

Workload Guidelines:

A message was received from the Dalhousie Faculty Association, asking that the Workload Guidelines not be approved until the DFA has an opportunity to review and get back to the Dean. So far, they have not done that. Some feedback was received from the academic units through Faculty Council members.

Brenda Merritt discussed the document with the Chair of Senate. This is a document that guides administration but touches many areas of tenure and promotion and other areas that are the purview of Faculty Council. The document has had extensive consultation over the past two years.

There was a suggestion that the document have an introduction that outlines the reasons for the guidelines in an aspirational way, this will help facilitate understanding and acceptance.

Holistic Evaluation of Teaching (peer review/evaluation of teaching) – it was noted that the burden falls inequitably for teaching/research in most units. This should be a consideration of workload assignment.

There are fundamental problems inherent in the workloading process, in assignment, monitoring and perception. There was discussion around the fact that this document offers the opportunity to “move on” from the old ways of workloading.

Teaching in a school/unit is a shared/collective responsibility that must be covered. Research is more individualized.

Suggested friendly amendments to the document:

- Reframe the opening of the document in a more collegial, supportive tone.
- Limited term appointments – change 80/20 to “directors may occasionally negotiate”
- Tenure discussion – suggested new wording: As Members gain experience and seniority, it is anticipated that they would show leadership in teaching, such as program coordination and development or curriculum revision. Similarly, administrative workload would typically show increasing leadership and initiative, often in service roles at the Faculty and University levels and beyond.

Dr. Merritt asked that Faculty Council seek further feedback, to be submitted to her through Cheryl Brown (Cheryl.brown@dal.ca) no later than October 6, 2022. This feedback will be reviewed and incorporated along with the friendly amendments suggested, and the document will be brought back to the October meeting for approval, with a proviso that the document be reviewed in two years.

Library Access: (Melissa Helwig)

The library catalogue has been upgraded over the summer, which may have caused broken links in syllabi. Please send any concerns regarding links to Melissa for correction.

A link was provided: <https://libraries.dal.ca/services/course-reserves.html>. Faculty Council members are asked to share this link with faculty members in their school/unit.

A link was also provided to the a-z database lists: <https://dal.ca.libguides.com/az.php?q=>. Feedback is sought – send to Melissa (melissa.helwig@dal.ca).

Senate Representation:

We are seeking a senator for 2022-2025, because one of our elected Senators is now going on extended leave. Senate is also seeking an individual from Health to serve on the Honourary Degree Committee. Send names/nominations for each to Cheryl Brown (Cheryl.brown@dal.ca).

Strategic Plan – Launch Event:

A launch event is planned in celebration of the process to build a new strategic plan for the Faculty. The event is on October 6th in the McInnes Room at the Student Union Building.

Stories are being filmed right now for a mini “documentary” to be debuted at the launch event. There will be a speaker’s corner for individuals to provide their vision for the Faculty in coming years. Other opportunities for input will be provided at the event. An alumni and student survey has been conducted and the results will be used in the planning.

The vision event for strategic planning will be held on October 24th at the Atlantica Hotel. We are seeking engagement from all individuals in the Faculty – staff, student leaders, and faculty members.

The release of the new strategic plan will be held in January.

MOTION TO ADJOURN: David Persaud, 11:41 a.m.

Action Items – September 22, 2022, Faculty Council Meeting:**1. Minutes to be amended:**

Tier I CRC – it was noted in the minutes that Shaun Boe was developing the job description for this position; this was corrected to “a coalition of individuals within the Faculty of Health is developing the job description.”

Action: Cheryl Brown

2. Student Success Framework:

Judy MacDonald will take the suggested amendments back to the Inclusion and Equity committee for implementation and will see that the student success framework document is then sent to all units for adoption and implementation.

Action: Judy MacDonald (through Cheryl Brown)

3. ARC Representative from Faculty Council:

Another message will be sent to all Faculty Council members to seek a member for the Academic Review committee. It was suggested that a message be sent to Directors of units who are not represented on ARC currently.

Action: Marion Brown

4. Workload Guidelines:

Dr. Merritt asked that Faculty Council seek further feedback from faculty members, to be submitted to her through Cheryl Brown (Cheryl.brown@dal.ca) **no later than October 6, 2022**. This feedback will be reviewed and incorporated along with the friendly amendments suggested, and the document will be brought back to the October meeting for approval, with a proviso that the document be reviewed every two years in future.

Action: Faculty Council members; Brenda Merritt; Cheryl Brown

5. Representatives for Senate:

Faculty Council members are asked to spread the word in their units that there is an opening in Senate for a Faculty representative due to the departure on leave of one of our Senators. Nominations should be sent to Cheryl.brown@dal.ca.

Senate is also seeking a member of faculty to serve on its Honourary Degree Committee – names should be sent to the Senate office – senate@dal.ca

Action: Faculty Council members