

## Faculty Council

Thursday, April 29, 2021 via Microsoft Teams

***Minutes approved May 27, 2021***

### Attending:

Brenda Merritt, Dean, Chair  
Patricia Cleave, School of Communication Science and Disorders  
Jennifer Williams, School of Health Sciences  
Marion Brown, Associate Dean Academic  
Marjorie Johnstone, School of Social Work  
Ann Barrett, Health Sciences Librarian  
Pollen Yeung, College of Pharmacy  
Rebecca Moyer, School of Physiotherapy  
Shaun Boe, Associate Dean Research  
David Persaud, School of Health Administration  
Brenda Beagan, School of Occupational Therapy  
Damilola Iduye, School of Nursing  
Judy MacDonald, Director, School of Social Work  
Ruth Martin-Misener, Director, School of Nursing  
Melanie Keats, School of Health and Human Performance

### Guests:

Kevin Hewitt, Chair of Senate  
Thaissa Honda, Assistant to the ADA  
Sarah Moore, Chair, Teaching Awards Committee

## MINUTES

### **1. Faculty Council Governance:**

Kevin Hewitt, Chair of Senate, joined the meeting to discuss recommendations from Senate regarding Faculty Council governance.

Five recommendations were put forward from Senate to the Faculties designed to enhance communication between Senate and Faculty Councils:

1. Chair of Faculty Council should be a member of faculty
2. Chair of Senate ex officio member of all Faculty councils
3. If at all possible, Chair of Faculty Council be a member of Senate
4. Apply EDI lens to governance
5. Attention be paid in reference to the Black Lives Matter movement

Concerns expressed regarding workload involved when recommendations 1 and 3 are followed. Workload would have to be negotiated with the Dean.

Suggestion made that the Dean, who is also a member of the Senate, could be the Senate/Faculty Council liaison. Concern was expressed that this does not allow the same separation of governance and operations as would having the elected Chair being the Senate liaison.

A goal of the recommendations is to strengthen the functional ties between Faculty Councils and Senate in order to more quickly and transparently identify areas of focus for Senate decision-making that would be relevant and timely for Faculties. An example is SRIs in relation to equity-seeking faculty members.

Chair of Senate would ideally attend one meeting in each Faculty per semester (on a schedule approved by Faculty Council) to discuss upcoming issues in Senate and to hear from Faculty Council members to inform decisions made at Senate level.

## **2. Faculty of Health Academic Governance Document:**

A draft of the proposed Faculty of Health Academic Governance document was provided to Faculty Council members in March; members were asked to share with their faculty members and bring feedback to the April meeting. The following was discussed:

Clarification needed as to whether the Chair of Faculty Council would be elected from the Council or from the Faculty as a whole. Given the workload expectations, it is likely that the position would need to be recruited (as well as Vice-Chair) rather than selecting from the council.

Faculty Council members sitting on committees – logistics need to be defined (terms, etc.). FC members are expected to participate, rather than required to sit on a committee.

Review the voting/non-voting members and update.

Responsibilities of Faculty Council – overseeing activities of academic standing committees – remove the word academic.

Role of Faculty Council as a committee of Senate – Senate is responsible for the academic mission of the University and, in that role, Faculty Council is a committee of Senate. Senate does not have an operational role in the University or in the faculties.

More discussion is needed regarding how the Senate recommendations can be incorporated into our Faculty Governance. In the interim, we could follow the suggestion that the Dean be the Senate liaison rather than the Chair or perhaps there be one voting member of Faculty Council be a Senator.

**If FC members have comments or suggestions, please send to Cheryl so that the working group can review and incorporate.**

**Working group will incorporate suggestions and research areas that need expansion before providing a document for feedback prior to asking for a vote for approval.**

## DECISION

### 3. **Agenda:**

- Add, under Decision – Terms of Reference, Research Committee
- Add, Under Discussion – Teaching Awards Report
- Remove 6.2: Assessment of Program Proposals – ARC Responsibilities

**MOTION:** That the agenda for the April 29, 2021 meeting of the Faculty of Health Faculty Council be accepted as amended.

Moved: Shaun Boe; Seconded: Marion Brown; Motion carried unanimously.

### 4. **Consent Agenda:** Approved as presented.

### 5. **Matters Arising from March 25, 2021 Minutes:** No matters arising.

### 6. **ARC Item for Approval:**

#### **1 - Doctor of Pharmacy Bridging Program for Practicing Pharmacists Concept Paper**

The College of Pharmacy submitted the Concept Paper for the Doctor of Pharmacy Bridging Program for Practicing Pharmacists. This Bridging Program results from the major modifications undertaken by the College when they moved from a BSc (Pharm) to a Doctor of Pharmacy (PharmD) program, beginning with the class entering in fall 2020. The Bridging Program offers practicing pharmacists who graduated from Dalhousie with a BSc (Pharm) the opportunity to enhance knowledge and skills comparable to the Entry to Practice PharmD program.

The Concept paper reflects the first step in the Bridging Program's development and requires approval from several bodies within the Faculty of Health: Faculty Council, Directors of Finance and Human Resources, and the Dean. ARC will be reviewing all aspects of the curricular development in due course, for approval by faculty Council.

#### **It was moved that:**

*"The ARC recommends approval to Faculty Council the Concept Paper as presented for the Bridging Program – PharmD"*

**(S Price/ D Rutherford) All in favour Motion carried**

Faculty Council seconded the motion of Academic Review Committee. Unanimous.

### 7. **Research Committee Terms of Reference:**

It was noted that the Research Committee Terms of Reference had previously been approved by Faculty Council but the Committee has never acted as a Standing Committee of Faculty Council. The review and revision of Terms of Reference by the Committee brought in a requirement to report to Faculty Council and Full Faculty and brought the committee governance into line with other standing committees.

Discussion points are as follows:

- Clarify the membership listing of Coordinator PhD Health/Nursing – should be both.
- Clarify voting members – staff members that implement policy should be non-voting.
- Question posed as to whether the Chair should be the ADR or a faculty member. There is value in having the ADR for continuity of knowledge.

**MOTION:**                   **That Faculty Council adopts the committee Terms of Reference of the Faculty of Health Research Committee with amendments to clarify that both the PhD Health and Nursing Coordinators are members and that staff members that implement policy are non-voting members of the committee.**

Moved: Shaun Boe, Seconded: Ruth Martin-Misener. Motion carried unanimously.

### **8. Project Charter – Workload/Annual Report Working Group:**

Group has met and developed a project charter, a copy of which was provided to Faculty Council.

The Annual Report Working Group includes: Brenda Merritt, Emily Black, Kelly Lackie, Lynn Shaw, Juliana Serroul, Cathie Smith-Gillis, Derek Rutherford.

Brenda invited feedback to the process of using a project charter.

Ann Barrett suggested that the librarians can provide support regarding how Uniweb can be used within the process.

**Brenda will provide a list of questions to Faculty Council members to share with faculty in their units that will provide feedback to the working group.**

Suggestion that EDI be incorporated into the process. Consult with Faculty Inclusion & Equity committee.

**The revised Project Charter will be sent out to Faculty Council for review and comments.**

**Motion will be delayed until the feedback can be incorporated – an e-vote will be held.**

## **DISCUSSION**

### **9. Dean's Report:**

A faculty-wide memo will be coming out today on the listserv regarding the status of activities in light of the most recent COVID lockdown in the province of Nova Scotia.

Messages are being received from concerned parents regarding continuation of clinical placements. Students, however, appear to be eager to proceed.

Thus far, the Faculty has been successful in providing safe and effective programs while following Public Health guidelines and protocols.

### **10. Teaching Awards:**

Sarah Moore, Chair of the Teaching Awards Committee, joined the meeting to discuss this year's nominations.

Two nominations were received; neither qualified under the terms of reference.

The current Committee is reviewing the Terms of Reference and will put forward some recommendations at a future Faculty Council meeting, particularly around how to ladder the Faculty awards into University and external teaching awards.

The Committee is seeking ways to celebrate teaching this year in the Faculty even though there will be no Awards given out. A suggestion from the Committee is to highlight teaching and individuals through Hot Topics and other social media posts. Suggestions from Faculty Council included:

- Teaching from the margins – emphasize and build into future years.
- Provide a positive story regarding all groups that have struggled and overcome great difficulties over the past year.
- Series of stories that includes not only teaching/teachers, but clinical education support, face-to-face committee, students, researchers, etc.

Marion and Brenda will work with the Communications team regarding some of the suggestions provided.

#### **11. Associate Dean Academic Report:**

Administrative Managers have expressed concern that the proposed job description for a Clinical Education Coordinator position within the Dean’s Office is taking work away from administrative staff within the units. HR, the ADA and the Dean are in discussions with the schools to ensure that support can be provided to PEC without affecting other staff.

**Motion to Adjourn: Shaun Boe, 11:52 a.m.**