FACULTY COUNCIL MEETING
November 28, 2019

1. **Agenda**
   No additions or changes.

2. **Minutes** from October 24, 2019 meeting of Faculty Council approved by consent.

3. **Matters Arising** from the October 24, 2019 Meeting Minutes:
   3.1. **Faculty Council Terms of Reference** – Draft revisions
       • Form a workgroup to look at further changes – faculty member as chair?
         o Brenda Beagan, Laurene Rehman, Jennifer Williams volunteered
       • What would the role of the chair? – run the meeting or plan the meeting?
       • Opportunity for leadership role for faculty members; workload key matter to consider
       • Can use Senate as a resource (they’ve done some work around the faculties).
       • Hold on voting until committee has met.
       
       **Actions:**
       Cheryl will add e-voting to the Terms.
       Cheryl will set up a meeting of working group.

4. **Other items for approval:**
   4.1. **PhD in Health Coordinator Search Committee Terms of Reference** (new)
       Draft terms of reference shared, prepared by Dean’s Office staff.
       
       **MOTION:** That the Terms of Reference for the PhD in Health Coordinator Search Committee be approved, with the addition of:
       1. Procedures #1 – delete “renewable” – redundant.
       2. Procedures - #1 – change wording to: The position is normally 20% FTE but may be adjusted by the Dean as needed.
       3. Selection of Committee #2 – Change wording - The PhD Governance committee will select one
          PhD in Health Supervisor (3 supervisors will be identified, and one will be selected by
          Governance, seeking to optimize membership from equity-seeking groups).
       4. Add “equity” and “inclusion” to election process.
       
       Moved: Pat Cleave Seconded: Brenda Beagan Motion carried.

       **Action:** Cheryl to send to Faculty Council with revisions incorporated.

   4.2 **Selection of Search Committee, Search for Director, Health Sciences**
   • Catherine serving in interim position – start search as soon as possible. Voting today for
     Director representative and Faculty member.
   
   **Decision:** (votes counted by Faculty Secretary after meeting was concluded)
   Director: Laurene Rehman, Director, School of Health and Human Performance
Faculty Member: Dr. Kelly Lackie, School of Nursing
Alumni Member: Susan Abdo (by acclamation).

5. **Reports:**
   5.1. **Dean’s Report**
   - As attached.
   - Full complement in Alumni/Advancement team; getting the Dean out and about meeting with alumni and with donors. SW, Nursing, Kine, Pharm alumni came out to meet in Sydney. Interested in developing the healthcare system in Nova Scotia – good resources.
   - Giving Hope Event – requested RSVPs be sent soon.

5.2. **Associate Dean Research Report**
   - **New Frontiers research fund** – NOIs due in February, one-page summaries due this Friday in Research.
   - **Tier II CRC in Health Economics** – search committee wrapped up – will announce shortly,
   - **Successful Grant Repository** - Research Ctte interacting with different units to seek actions to facilitate research – create a repository for successful grant applications (Brightspace) – budget templates, grant wording, etc. Hoping to make it available end of February – confidentiality issues to cover off. FASS has a similar repository to use as a model. There is a repository for scholarships for PhD students; needs to be formalized and made clear. Sharepoint in PhD in Health program – hasn’t been rolled out to students, more internal. Could also be opened up to others, including PhD Nursing students.
   - **PTT Luncheon** - Research team and Dean met with new PTTs yesterday at lunch – introduced themselves and shared how they can be a resource.
   - **Research coordination** - Consistency needed in regards to administrative management in different units – offer training to them around research coordination.

5.3. **ADAC Report**
   - Report attached.

*Actions:*
- Clarify process for setting up senate program reviews to align with accreditations – Brenda will look into it and report back.

5.4. **Senate Report**
   - Agenda attached. Met this week (Monday).
   - Strategic plan learning/self-study circles reported. Senators were asked to pick the top four out of eight. Decision to be made before Christmas break – this will inform agenda planning going forward. Two meetings in the winter will be focusing on these four areas.
   - New president spoke (Deep Saini).
   - Honourary degree policy regarding withdrawing once given discussed. Amendment was made to the policy to allow this.

5.5. **ARC Committee Report**
   - Report attached.

5.6. **Equity/Inclusion Committee Report**
   - Report attached.
• Encourage units to submit surveys – deadline extended.
• Chairs working with Dean regarding hiring an assistant.
• New T&P guidelines acknowledge issues around student ratings but there is no replacement. Could E&I member be included on the T&P committee in order to help interpret or explain the SRIs when a candidate must use them.
• May be able to bring in Center for Learning to talk about peer mentoring and inform teaching, help with portfolios, etc. Karen Gallant is a scholar for the Centre – she has an interest in providing this kind of support across the Faculty (Peer mentor/reviewer).
• Dean working on document around gathering feedback to promote your career to inform an annual meeting around director to discuss. Perhaps pull E&I group into this to review the document when it is ready – also get Karen to review.
• Workshop starting in PT – 2 parts (1) explain process, (2) mock teaching and reviewing to provide feedback training.
• Meeting with VP HR/Equity soon
• Presenting to Senate in January.

Motion to Adjourn @ Shaun Boe @ 11:39am