

## **FACULTY COUNCIL**

June 23, 2022 - Via Microsoft Teams

### ***MINUTES APPROVED SEPTEMBER 22, 2022***

#### Attending:

Brenda Merritt, Dean, Chair  
Niki Kiepek, School of Occupational Therapy  
Melissa Helwig, Health Sciences Librarian  
Shaun Boe, Associate Dean Research  
Patricia Cleave, School of Communication Science and Disorders  
Matthew Numer, School of  
Raluca Bejan, School of Social Work  
Marion Brown, Associate Dean Academic  
Amy Munroe, School of Health Sciences  
Caitlin McArthur, School of Physiotherapy  
Helen Wong, Student Member  
Brenda Beagan, School of Occupational Therapy  
Ruth Martin-Misener, Director, School of Nursing  
Michael Kieft, Director, School of Communication Science and Disorders  
Damilola Iduye, School of Nursing

#### Regrets:

Pollen Yeung, College of Pharmacy

#### Guests:

Judy MacDonald, Co-chair, Inclusion and Equity Committee  
Suzie Officer, Co-chair, Inclusion and Equity Committee

## **MEETING MINUTES**

### **DECISION**

#### **1. Agenda:**

Amend to add ADA Report under Information.

**MOTION:**       **That the Agenda for the June 23, 2022, meeting of the Faculty of Health Faculty Council be accepted as amended.**

Moved: Shaun Boe – approved

#### **2. Consent Agenda:**

No changes were proposed; the minutes were approved by consent.

## **DISCUSSION**

### **3. Student Success Framework: Judy MacDonald/Suzie Officer – Inclusion & Equity Committee**

Document has been prepared and submitted by the Inclusion and Equity Committee, with amendments and additions by the Associate Dean Academic.

The document has been devised to provide Schools/Units with a framework from which to develop plans, policies, and guidelines for ensuring culturally responsive student success strategies.

Judy MacDonald introduced the document and requested feedback from Faculty Council.

Shaun Boe shared that the PhD in Health program has requested information from the Registrar's Office regarding self-identification to use the information in identifying candidates for scholarships; to date, the program has not been successful in gaining this information. Judy noted that the Inclusion and Equity Committee has forged a link with the RO, having a member of the RO staff attend meetings on occasion. This could help other groups who need information; Judy asked anyone needing information to contact the Inclusion and Equity Committee for assistance.

Some of the action items on the document will require funding. The Dean's Office is working with Advancement for support on a lot of different fronts. The Dean noted that there will also need to be some Faculty funding for some of these items. Plans are in place to hire an Associate Dean Equity, Diversity and Inclusion, whose position will be to work on these fronts.

A suggestion was provided to amend the word "targeted" or remove it altogether.

A request was made to elaborate on how to monitor and evaluate successful implementation of the items included in the document. Is there a way to capture and record the things that work and those that do not. Reports from Theresa Rajack-Talley's office give some insight into the number of students, faculty and staff who identify as belonging to an equity group, enabling us to better understand and evaluate efforts to create a more diverse compliment.

It was suggested that the indicators given could be eliminated in favour of values and expectations, though it may be beneficial in the beginning to start with some metrics and measurables. The goal is to get to the point where a document like this is no longer needed because we have achieved our aims to create a more diverse and inclusive Faculty and creating a "new norm".

Access and engagement – notes "safe spaces," should be changed to "safer" or "courageous" spaces.

The Inclusion and Equity Committee was thanked for the work done on this document. Faculty Council members were asked to send any and all suggestions for change to Cheryl Brown ([Cheryl.brown@dal.ca](mailto:Cheryl.brown@dal.ca)), who will collate them and refer them back to the committee for discussion and/or implementation.

#### 4. **Workload Documentation**: Brenda Merritt

Some feedback has been received from Units for the Workload Guidelines as shared at the last meeting. In addition, the Dalhousie Faculty Association is reviewing the document and will provide feedback after the document is reviewed by the Association Board Committee. Senate has also been made aware of the document and have suggested that, while this is an administrative document that would not normally require Faculty Council approval, they agree with the Dean and the team that developed the document that consultation and review of a document that affects faculty members is meritorious.

##### *Feedback and discussion:*

Caps on graduate percentages: Many people benefit from graduate supervision in their own research, however this varies greatly in the Faculty; some graduate supervision clearly resides within the teaching portfolio. The question is whether the cap will discourage faculty from taking on graduate students; this could result in a lack of faculty members who have experience in supervising graduate students in a time when we are being encouraged to increase the number of graduates. The challenge lies when the number of graduate students increases, there may be limited room within the workload allocation to assign teaching requirements.

It was noted that it is difficult to break workload down into numbers/percentages.

Service Workload: Suggested that the document be more explicit about what service expectations for more senior faculty members. For example, it is an expectation that senior faculty members take on advanced service workload assignments (e.g., serving on Faculty and/or University-level committees, program coordination, curriculum development). The discussion should include how service contributes to setting the member up for career advancement.

Workload allocation beyond tenure: There was a guideline in place that seems to have been eliminated. The workload needs to reflect what faculty members are doing; if they are not involved in research, other areas need to be increased (teaching, service, etc.); 40% research allocation is not a guarantee. There needs to be expectations set up, discussion and feedback given.

Detail: This document appears to have eliminated the detail given on workload in previous documents, i.e., what does 40% research workload look like. It was suggested that this detail was helpful in guiding discussions. Find a way to build collegial discussions while recognizing that often the reality is that some faculty members are performing above “100%” workload. In addition, support for collegial annual reviews to bring faculty members closer to understanding workload and planning.

Limited-term Appointments: These positions often are workloaded at 80% teaching and 20% service. Is there a way to move away from this strict workload expectation to include research to support career development? Across the Faculty, considerable work has been completed in eliminating LTA positions in favour of career stream appointments. It was noted that LTA positions are often designed to fill teaching gaps that arise due to PTT reduced teaching workloads, sabbaticals, leaves of absence, etc. The Dean

anticipates that there will be more discussion within collective bargaining process regarding the career stream/continuing instructor roles and workload.

It was pointed out that faculty members may not understand workloads well enough to provide feedback constructively. It was suggested that Faculty Council members ask for time on their school council meeting to initiate discussion rather than sending out via email for feedback. This would delay bringing the document back to Faculty Council until at least October. It was also noted that there will be new faculty members on board in September that will bring a fresh perspective to the document.

If there any further suggestions or more feedback, Faculty Council members are asked to email them to Cheryl Brown ([Cheryl.brown@dal.ca](mailto:Cheryl.brown@dal.ca)). These will be combined with the Senate feedback and brought to the Faculty Council meeting for further discussion.

## **INFORMATION**

**CRC TIER I:** A coalition of individuals within the Faculty of Health is developing the job description. There may need to be an e-vote over the summer to approve the search committee, as there are strict deadlines in positing the position. This is a high-profile position and will be heavily promoted. Position will be held for a racially visible woman, which is a requirement of the award. Members are encouraged to reach out to potential candidates for the CRC position, from across their networks.

Motion to adjourn: Shaun Boe; 11:16 a.m.

## **ACTION ITEMS:**

**Student Success Framework:** Faculty Council members were asked to send any and all suggestions for changes to Cheryl Brown ([Cheryl.brown@dal.ca](mailto:Cheryl.brown@dal.ca)), who will collate them and refer them back to the committee for discussion and/or implementation.

**Workload Documents:** It was suggested that Faculty Council member schedule time on the September meeting of School/Unit Councils to elaborate on and discuss the proposed workload documentation. If there any further suggestions or more feedback, Faculty Council members are asked to email them to Cheryl Brown ([Cheryl.brown@dal.ca](mailto:Cheryl.brown@dal.ca)). These will be combined with the Senate feedback and brought to a future Faculty Council meeting for further discussion.