

## **FACULTY COUNCIL**

January 26, 2023

Via Microsoft Teams

### **Minutes approved March 2, 2023**

#### **Attending:**

Brenda Merritt, Dean - Chair  
Caitlin MacArthur, School of Physiotherapy  
Melissa Helwig, Health Sciences Library Member  
Kelly Lackie, School of Nursing  
David Persaud, School of Health Administration  
Heidi Framp, College of Pharmacy  
Michael Kiefte, Director, School of Communication Sciences and Disorders  
Tanya Packer, Director, School of Health Administration  
Jamie Eliasson, School of Health Sciences  
Marion Brown, Associate Dean Academic  
Niki Kiepek, School of Occupational Therapy  
Pat Cleave, School of Communication Sciences and Disorders  
Shaun Boe, Associate Dean Research  
Lori Dithurbide, School of Health and Human Performance

Also invited for the first presentation were the Faculty of Health Administrative Managers, School/College Directors and Operations Executive members.

**Guests:** Janice MacInnes, Human Resource  
David Pilon, Student Health  
Jonathan Harris, member of the Practice Education Committee

## **MEETING MINUTES**

### **Special Presentation – University Wellness Initiative:**

Janice MacInnes and David Pilon provided a presentation of the University-level wellness initiative underway across campuses. Invited guests and Faculty Council members had the opportunity to put forward ideas for areas where wellness can be improved through programs and interventions.

If further ideas come forth, participants were asked to contact the team at [BeWell@dal.ca](mailto:BeWell@dal.ca).

## **DECISION**

### **1. Agenda:**

Motion to approve – Michael Kieft; Motion carried.

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

Accepted as presented – both items are approved by consent.

- Minutes from December 2022
- Teaching Awards Committee Roster

## **DISCUSSION**

### **3. Practice Education Committee – Immunization Form:**

Jonathan Harris provided background on the form that the Practice Education Committee has revamped to meet current needs of clinical education sites.

While it is not necessary for Faculty Council to approve this document for use, it is good for the members to understand what changes have been made and why. Dr. Merritt thanked the committee for an excellent job.

Feedback was provided regarding wording of certain spots. Jonathan noted that he would point this out to the committee and that the committee will also check the dates on the document.

The document will be uploaded to the website and will be distributed to the schools' practice education people.

Jonathan was asked to send the revised document to Marion Brown and Brenda Merritt for a final review before posting and distribution.

### **4. Faculty Governance – Status:**

Working group was struck several years ago to review the Faculty academic governance model. There is a working document, but the project has stalled.

Dr. Merritt requested input from the current Faculty Council as to whether or not they wish to continue with the original mandate or whether another direction is seen as more viable at this point.

There was a question as to whether it was a mandate from Senate or whether it was a suggestion that the Dean be replaced by a faculty member as Chair of Faculty Council. Dr. Merritt and Cheryl Brown will contact the current Senate Chair to discuss this and return to Faculty Council with the information.

Senate has reviewed most Faculties as to their academic governance structure and found differences in the Chair positions and in their council membership structure. Some Faculty Councils are inclusive, meaning that all faculty members can attend, rather than having representation chosen by the units.

It's important to discuss what Faculty Council is responsible for, rather than how it is governed. Chair changes tend to make committees lose momentum, as new Chairs come up to speed. A constant staff presence can help with this.

Governance documents need to be very clear on those items that need close attention annually and those that Faculty Council needs to keep tabs on over longer periods of time.

Review is needed for some processes.

Dean Merritt would like to pull together another working group to review the document and asked for volunteers. Dean Merritt and Cheryl Brown can review the document for processes and bring it to Faculty Council's next meeting for feedback and formation of the working group.

#### **5. Committee Recruitment 2023:**

Dean Merritt provided an update on what service opportunities are available in 2023-2024 for faculty members. In particular, there is a need for members in the Tenure and Promotion Committee as well as an urgent need for Academic Integrity Officers.

Health Sciences Library has an opening for a representative from Studley Campus (Health and Human Performance or Social Work). The committee is currently chaired by a School of Nursing representative.

The DFA Travel Committee, which is not a Faculty Council committee, will also need some new representatives this year. The committee meets twice a year, so there is not a significant time commitment. Anyone interested in this committee can contact Cheryl Brown at [Cheryl.brown@dal.ca](mailto:Cheryl.brown@dal.ca).

The Research Ethics Board has experienced a big increase in the number of applications being reviewed. While the Faculty is not required to increase its membership to meet that need,

there may be difficulties experienced by the Board meeting the needs of the increased workload. Shaun Boe noted that an additional 5-10 reviewers from the Faculty would be welcomed.

## **INFORMATION**

Reports from Senate, the Academic Review committee, the Associate Dean Academic, Associate Dean Research, the Dean, etc., are included in the Teams site for members to read and share with their units.

Dr. Merritt noted that meetings are starting around the Strategic Plan projects. A report will be provided to Faculty Council next month on how the projects are shaping up.

**Motion to Adjourn: Shaun Boe; 11:25 a.m.**

### **ACTION ITEMS January 26, 2023 Meeting – Faculty Council:**

- Participants in today's meeting were asked to contact Janice or David at [BeWell@dal.ca](mailto:BeWell@dal.ca) if they have further input or ideas for the University's Wellness Initiative.
- The Practice Education Committee will make the suggested changes to the Immunization form presented to Faculty Council and then send the form to Marion Brown and Brenda Merritt for a final check; the form will then be included on the Faculty of Health website for students to access as well as be distributed to the practice education coordinators in each unit.
- Brenda Merritt and Cheryl Brown will review the draft Faculty Governance model document prepared by the previously struck working group and bring a suggested model back to Faculty Council in March for review. A decision will be made at this point whether or not a new working group should be struck to take it further.
- Faculty Council members are asked to take the committee recruitment document for 2023-2024 to their school councils and Directors in order to fill the positions available. They are asked to get faculty members to contact Cheryl Brown ([Cheryl.brown@dal.ca](mailto:Cheryl.brown@dal.ca)) if they are interested in filling the positions. Anyone interested in the DFA Travel committee can also contact Cheryl; those interested in the Research Ethics Board should contact Shaun Boe ([Shaun.boe@dal.ca](mailto:Shaun.boe@dal.ca)).

- Strategic Plan progress report will be added to the next agenda for Faculty Council.