

FACULTY COUNCIL

September 27, 2018

Forrest 322

MINUTES (as approved October 25, 2018)

Attendance:

- Shaun Boe, Associate Dean Research (Acting)
- Matthew Numer, Health and Human Performance
- Majid Taghavi, Health Administration
- Niki Kiepek, Occupational Therapy
- Brenda Beagan, Occupational Therapy
- Ann Barrett, Health Sciences Librarian
- Erna Snelgrove-Clarke, Associate Dean Academic (Acting)
- Jian Wang, Communication Science and Disorders
- Cathy Sheffer, Nursing
- Emily Black, Pharmacy
- Rebecca Moyer, Physiotherapy
- Robin Campbell, Non-ETP Graduate Program Student Representative
- Marjorie Johnstone, Social Work
- Jennifer Williams, Health Sciences
- Cheryl Kozey, Dean (Acting)
- Cheryl Brown, Faculty Secretary

Guests:

- Derek Rutherford, Physiotherapy, FH liaison with Provost’s office for Dean Search
- Ken Moors, Director of Finance, Faculty of Health
- Deb Tamlyn, Committee Member, DFA Travel Committee

1.	<p><u>Agenda:</u> Add: Senate report to Faculty Council (will be a standing item going forward) – within the Dean’s Report.</p>
2.	<p><u>Minutes:</u> MOTION: That Faculty Council accept the minutes of the June 28, 2018, meeting as presented. Moved: Brenda Beagan, Seconded: Matt Numer Carried.</p>

	<p>Minutes from September 13, 2018, meeting will be deferred to October meeting for approval, after review by the Dean.</p>
<p>3.</p>	<p><u>Dean Search Committee Selection:</u> <i>(see Appendix I)</i></p> <ul style="list-style-type: none"> • Nominations were received and compiled from each of the 9 schools/college in the Faculty. • Nominations also received for student representation and staff representation (Dean’s Office staff) • Director representatives were put forward by Dean’s Executive. • Dean’s Executive also provided two nominations for the external representative. • There was discussion on the nominees put forward accepting all of the first place nominees except one was switched to provide a better gender balance. • After discussion, the roster of committee members was agreed on as follows: <p>MOTION: That Faculty Council will put forward the individuals on the Nominations List for Dean Search Committee as follows, to the Vice Provost for approval.</p> <p><u>Directors:</u> Tanya Packer, School of Health Administration Judy MacDonald, School of Social Work</p> <p><u>Faculty Members:</u> Janet Ingles, Communication Science and Disorders Katherine Harman, Physiotherapy Kerry Goralski, Pharmacy Brenda Beagan, Occupational Therapy Matthew Numer, Health and Human Performance Marilyn MacDonald, Nursing Steven Beyea, Health Sciences</p> <p><u>Student Member:</u> Latitia Pelley-George, School of Nursing <u>External Member:</u> Denise Perret, Deputy Minister, Health and Wellness NS <u>Staff Member:</u> Suzie Officer, Dean’s Office</p> <p>Moved: Shaun Boe Seconded: Emily Black Motion carried.</p> <ul style="list-style-type: none"> • Derek Rutherford will submit the names to the Vice Provost’s office for confirmation. Once confirmed, individuals will be notified.
	<p><u>Associate Dean Research Search Committee:</u> Committee was struck and approved by Faculty Council in April 2017, including Derek Rutherford and David Jakeman as faculty member representatives, Gail Tomblin-Murphy as Director representative and Lisa LaChance and Britney Benoit as Student representatives. Derek Rutherford is now the Interim Director in Physiotherapy and, as such, no longer eligible to sit in a faculty position. The Director representative, Gail Tomblin-Murphy from Nursing, the position which is the Assistant Dean Research, will be filled by Gail’s interim replacement, Ruth Martin-Misener, who is now the Assistant Dean Research. The second faculty member, David Jakeman, and the student representative, Lisa LaChance, will continue as planned. Britney Benoit is no longer available.</p>

	<p>The Dean sent out a request for nominations to replace Derek. Two nominations were received, one from Grace Warner in Occupational Therapy and one from Janet Curran in Nursing. The Dean noted that the question of diversity on the committee had been raised and asked Faculty Council if they had any concerns with the committee members and diversity; none were raised. In considering the two new nominees, Dr. Beagan asked for a vote for each of the nominees, Grace Warner from Occupational Therapy and Janet Curran from Nursing. Grace Warner received the most votes.</p> <p>MOTION: That Faculty Council approves the formation of an internal search committee for the position of Associate Dean Research, as follows: Faculty Representatives: David Jakeman, Pharmacy Grace Warner, Occupational Therapy Director Representative: Ruth Martin-Misener, Nursing Student Representative: Lisa LaChance, PhD Health Program</p> <p>Moved: Brenda Beagan Seconded: Majid Taghavi Motion carried with one abstention (Cathy Sheffer)</p>
	<p><u>Student Appeals – Faculty Level:</u></p> <p>The Faculty-level student appeals process was approved in principle by Faculty Council in 2016 with the understanding that Legal would review to ensure all had been covered. Erna Snelgrove-Clarke, as Associate Dean Academic, send the documents (Terms of Reference and Procedures) to Legal over the summer and received them back from Isobel French with suggested changes, additions and deletions. Erna provided the marked copies of the documents to Faculty Council for review and asked for them to be approved. Once approved and adopted, all student appeals will be at the Faculty level. This does not mean that students should take all issues straight to the Faculty level; they will still be encouraged to talk to their instructor, the Director, etc., i.e., to follow the school process to resolve the issue. If there is no resolution, or if the appeal is because of a process not being followed correctly, the appeal will go to the Faculty-level committee. This will allow for consistent handling of appeals. Any differences in school policies will be taken into consideration by the committee (through consultation with the school/college).</p> <p>MOTION: That Faculty Council accept the amendments to the Student Appeal Committee Terms of Reference and Procedures documents as presented and approve the adoption of these Terms and Procedures into the Faculty’s policies. Moved: Matthew Numer Seconded: Cathy Sheffer Motion carried.</p>
4.	<ul style="list-style-type: none"> ● <u>Associate Dean Academic Report – Shaun Boe:</u> ● The ad for the Tier II Chair will be posted by October 15. ● Research asset mapping in August was very successful – 67 out of 85 research profiles were completed and a reminder has been sent to the remainder to sign up. The university is using this tool to map assets and Health is in front with the number completed.

	<ul style="list-style-type: none"> • Uniweb has been adopted across Dalhousie; the libraries requested an Orchid link, which was developed and will be added. It is hoped that the system will be up and running in time to accommodate workloads in January. • Medicine and Health are working together on a Canada Foundation for Innovation submission for October 1st to redevelop a portion of the CHEB 4/5. Focus is on interventions on aging and health across the lifespan. Expecting a call January 2019. • The Faculty of Health competition for grants for early and senior researchers (\$5,000) call will be sent out in October/November. • \$20,000 has been put into the EF&A budget for research – will come out to the schools at the end of October. Needs to be spent by the end of March; send applications to Juliana. • Juliana Serroul starts Monday, October 1, as the Director of Research in the Dean's Office.
5.	<p><u>Associate Dean Academic – Erna Snelgrove-Clarke:</u></p> <ul style="list-style-type: none"> • There is a University initiative to draw policies together. <u>TopHat</u> (Brightspace) is being used as default. This is an active learning platform. For more information, contact Erna. There is a push on for a site license so that it is cost-free for students. Erna will send a letter to that effect to the Vice President Academic. • <u>Privacy Policy</u> – schools share information differently. The University does not currently have a privacy policy, it is in the first stages of development. Once that is finalized, the Dean's Office will develop one for the Faculty of Health. • <u>Disability and Accommodation:</u> This is a big issue on campus. There is a lack of informed knowledge in schools on how to help students. Quenta Adams has been invited to attend an academic forum to discuss with faculty members. The University is responsible for any infrastructure changes needed; there is no financial burden for the schools to accommodate. There is also a new policy around faculty and staff accommodation for which a small pot of money is available for changes. • <u>Cannabis Meeting</u> (Dept. Health and Wellness) – information is on the DHW web site. Dalhousie does not yet have a policy regarding cannabis. • <u>First Year Students:</u> Early success is an indicator of future success. There is a suggestion that students are given something, with a grade, within the first 6 weeks of school to gauge their potential success in each course. Erna will be looking at this as it develops; will bring more information back to the meeting in March. • <u>Rhodes Scholarship:</u> Need to advertise/talk up the Rhodes more within the schools. There seems to be a lack of understanding of the qualifications.
6.	<p><u>Health Sciences Library Committee – Annual Report – Ann Barrett:</u> <i>App II</i></p> <ul style="list-style-type: none"> • Ann provided the annual report and an updated terms of Reference (attached as Appendix II) • Pointed out that it is a struggle to get Faculty of Health students and faculty to be on library committees. • Check the terms of reference for needs and send out to the schools.
7.	<p><u>Dean's Report:</u></p> <p><u>HLHL Conference:</u></p> <ul style="list-style-type: none"> • Lots of positives – workshops were well-received, as were the keynote events.

	<ul style="list-style-type: none"> • Potential for this to be a legacy event. <p><u>Values Document:</u></p> <ul style="list-style-type: none"> • Provided in June – asked for feedback, none has been received. Cheryl B. will send out to members of Faculty Council again, with a reminder to send feedback. <p><u>Strategic Plan:</u></p> <ul style="list-style-type: none"> • Big push forward now on the Strategic Plan, particularly on Strategic Direction 5 – infrastructures. • Dean’s Office is hiring a project manager for a term position to look at policies/procedures and space needs/management. <p><u>Senate:</u></p> <ul style="list-style-type: none"> • Conversations at Senate on active learning and new ideas to aid retention. • President search committee was approved at Senate and two committee members asked for input on characteristics essential in the next President. They will be setting up two townhall meetings to get feedback prior to the search.
8.	<p><u>DFA Travel Committee – Deb Tamlyn, Ken Moors:</u></p> <ul style="list-style-type: none"> • DFA travel funding amounts and how they are determined was shared by Ken Moors. • Many schools are not using all their funding allotment. • If money is not used, it does not get carried over indefinitely and is at risk. • This money is an opportunity to give greater support to faculty with their travel needs. • For 2018-2019, 90% of \$109,000 will be allocated to the schools; 10% is at the discretion of the DFA Travel Committee and must be applied for. • All schools have their own way of distributing the funds. • The committee will work to educate faculty on what is available with their units and what it can be used for. • Asked Faculty Council members to discuss.
	<p>Meeting Adjourned – 11:50 a.m. Next Meeting: October 25, 2018</p>

STRATEGIC PLAN PILLARS—FACULTY OF HEALTH:

