

**FACULTY COUNCIL MEETING MINUTES**

December 20, 2018

Approved at Faculty Council, January 24, 2019

**1. Attendance:**

Mohammad Hajizadeh – School of Health Administration  
Laurene Rehman – School of Health and Human Performance  
Matt Numer – School of Health and Human Performance  
Jennifer Williams – School of Health Sciences  
Jian Wang – School of Communication Disorders and Sciences  
Cathy Sheffer – School of Nursing  
Lynn Shaw – School of Occupational Therapy  
Brenda Beagan – School of Occupational Therapy  
Pollen Yeung – College of Pharmacy  
Katherine Harman – School of Physiotherapy  
Cheryl Kozey – Dean (Acting)  
Shaun Boe – Associate Dean Research (Acting)  
Erna Snelgrove-Clarke – Associate Dean Academic (Acting)  
Cheryl Brown – Faculty Secretary

**Regrets:**

Marjorie Johnstone – School of Social Work  
Robin Campbell – Non-ETP Graduate Student Rep, PhD Health Program  
Ann Barrett – Health Sciences Librarian

**2. Agenda:**

**MOTION:** That the agenda for the December 20, 2018, meeting of the Faculty of Health Faculty Council be accepted as presented.

Moved: Brenda Beagan

Seconded: Mohammad Hajizadeh

Motion carried.

**3. Minutes:**

**MOTION:** That the minutes from the November 22, 2018, meeting of the Faculty of Health Faculty Council be accepted as presented.

Moved: Brenda Beagan

Seconded: Cathy Sheffer

Motion carried.

**4. Decisions:****Academic Review Committee Report and Recommendation:**

The School of Occupational Therapy is proposing to create a MSc in Occupational Sciences that will replace the current MSc Occupational Therapy – Post Professional program. This new

program will focus on occupational science and be available to and attract a broader pool of students whose academic interests are in the areas of occupation, participation, inclusion or enablement. This ties in with Dalhousie's commitment to inclusion. The new Occupational Sciences program will admit an array of students from various academic backgrounds, therefore attracting and potentially increasing admissions.

- Program Name: Occupational Science
- Level/Credential to be Granted: MSc
- Faculty(ies)/Schools/Department(s): School of Occupational Therapy
- Expected Program Proposal Submission Date (Month/Year): September/2019
- Expected Program Start Date (Month/Year): September/2020
- Method of Program Delivery: Online

#### Discussion/Feedback:

- Thesis based/course based – important to clarify which – add to the concept paper that it will concentrate on thesis-based first
- Demonstrate novelty/innovation of program
- Show how it will be useful to workforce – what added benefit is being given?
- Play up the track record of online courses
- Course has broad appeal – even worldwide
- Course not necessarily focused on Occupational Therapy – broader appeal
- Seeking to increase enrollment for this course (as compared to current offering) to at least 12 to allow for a cohort of students for feedback/support
- Offering within current faculty structure
- Enrolment is frozen in the current offering and the focus will be switched to this new offering
- Look at synergies with other programs, with PT, HAHP, SW and Nursing (Occupational Health)
- Provide evidence that the new program is targeted toward new students and not recruited students from other programs, i.e., real growth

#### Motion from Academic Review Committee:

##### It was moved that:

**“the ARC recommend that the Faculty of Health Faculty Council approve the concept paper for the new Master of Science in Occupational Sciences program presented by the School of Occupational Therapy”**

**(B. Beagan / C. Simms)**

**All approved**

**MOTION CARRIED**

**20/12/2018 - Faculty Council voted unanimously to approve the motion.**

#### Next steps:

- Lynn Shaw will add a cover page, incorporating the suggestions from the Faculty Council meeting and return to ARC for inclusion in the submission to Faculty of Graduate Studies.

- ARC Secretary will be informed of the decision and the action; once cover page is received from Lynn Shaw, ARC will forward to Faculty of Graduate Studies.

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

- Director searches and reappointment update – 5 underway and one pending
  - 2 internal – Health Administration and Communication Sciences and Disorders
  - 2 external – Nursing and Physiotherapy
  - 2 reappointments – Pharmacy underway, Health Sciences pending
- Final edits are now being done on the multi-year plan
- Unpaid employees vs. volunteers discussion at last meeting:
  - Brought to Deans Executive – many questions
  - A meeting will be set up in the new year for Faculty Council and Deans Executive together; Laura Neals and Karin Maclay will be invited to answer questions
  - Meeting will be set up for a Thursday morning

#### **6. Associate Dean Academic Report – Erna Snelgrove-Clarke:**

- Teaching Awards committee has met and the award has been decided on.
- Innovation and Will Webster Awards – nomination request has been sent out.
- Centre for Learning and Teaching is having its annual conference in Active Learning on May 1<sup>st</sup> and 2<sup>nd</sup>, 2019.
- Raised a potential issue regarding students sharing NetIDs and passwords in order to block book study rooms in the CHEB. Erna asked Faculty Council members to discuss with their units and to remind students that they should not share their private information. The issue of room booking for students needs to be further investigated.
- Student Appeals now being managed at Faculty level, rather than at school level. Reminder to units to make changes in process to their individual web sites and redirect students to Faculty web site.
- There is a question of how a student can appeal a grade when it is attached to a group presentation when there is no delineation as to who did what work. Erna will review this.

#### **7. Associate Dean Research Report – Shaun Boe:**

- \$20K Equipment and Furniture allowance saw over \$50K in applications; \$26K was funded.
- Development and Innovation Grants (\$5K each from Faculty) will be awarded at the end of January 2019.
- Tier II CRC Chair interviews are tentatively booked for the week of January 14<sup>th</sup>. There will be an opportunity to provide input. Chair will be housed in Social Work. The short list will be sent to the VP of Research and Innovation and the Provost and Vice President Academic for approval.

- Faculties of Health and Medicine are partnering on a CFI Innovation Fund application for \$5-8 million to outfit the CHEB 4<sup>th</sup> and 5<sup>th</sup> floor. The letter of intent has been approved to go forward. The focus of the application will be on Physical Activity/Mobility/Aging.
- Network Centres of Excellence Grants (federal) being wound down and moving to “New Frontiers”. Three competitions are upcoming – early career is open now; large scale (all levels) will open later in 2019. Focus is on exploration/transformation/international – high risk/high reward. The timelines are short.
- Core facilities for research at University level – large scale equipment is purchased for specific research projects but there is not plan in place to replace at the end of its life. VP of Research and Innovation wants a plan developed to replace equipment that is still needed/being used, even though the grant that funded it is gone/over. Potentially, user fees would apply to the equipment to finance replacement or repair. These would also apply to the primary user. The equipment could be centralized. It is difficult to have centralized equipment in the Faculty of Health because of the way the units are dispersed around the university. The Research Committee will discuss this further and Shaun will report back.
- Ethics Board Participation: REB has notified Faculty that , as of January 1, 2019, it will limit review of applications in proportion to the number of reviewers from a Faculty on the board.
  - For example, because of the lack of reviewers from the Faculty of Health,
    - 50% of Faculty of Health applications to the Social Sciences board will be reviewed at a time;
    - 66% of Faculty of Health applications to Health Sciences board will be reviewed at a time.
  - This will cause significant delays in research start-ups.
  - Health is the largest user of research ethics boards.
  - Biggest objection to serving from the faculty members is timing – want it included on their workloads, which are negotiated earlier in the year.
  - Should it be made mandatory for every faculty member to serve on REBs?
  - Look at service workload contributions.
  - Strategic Plan Direction 5 committees are looking at workload issues.
  - Shaun will email the faculty today and let them know about the delays and how it will affect research; he will request, again, that people step forward and the benefits of doing so.
  - A succession plan/table of participants can be developed.
  - This will be taken to the Deans Executive agenda for January 2019.

## 8. Senate Report:

- Academic Review Policy has been passed.
- Katherine Harman will provide updates to Faculty Council for the remainder of the year.

Meeting adjourned.

Next meeting: Thursday, January 24, 2019