

Brandon University
School of Health Studies
Faculty Council Meeting
Friday, 7 April 2006, 10:00 AM, HSB 043

Present: L. Ross (Chair), J. Ramsay (left early), B. J. Jackson (recorder), W. Fowles, R. Schira (Library), V. Fast Braun, K. Hyndman, L. Clark, P. Jackson (Science), C. Foster, T. Collyer, S. Price, C. Demas, A. Bowman, R. Robinson (late), T. Henderson (late), R. Graham (late), M. Terry (Student Services, late), D. Paquette (guest)

Regrets: K. Ryan-Nicholls, G. Cockerline (Education), K. Nelson, V. Wenger, R. Will, J. Hurley

Absent: K. Hughes, J. Karpa, D. Dusome, K. Clements, F. Smith

A. Call to order
Meeting called to order at 10:09 hours

B. Approval of Agenda
MOTION: J. Simpson/S. Price THAT the agenda be approved as presented.
CARRIED

C. Approval of Minutes
MOTION: C. Foster/L. Clark THAT the minutes of 30 November 2005 be approved as circulated. **CARRIED**

D. Paquette attended the meeting to remind faculty of the following:

- Equipment cabinets **MUST** be locked when you are done with them. Concern was expressed regarding the cords from the equipment becoming tangled and having to exert pressure on them to move the equipment. D. Paquette noted that IT Services is looking at options to try and free up more space within the equipment cabinets. She will follow up on this.
- Furniture and equipment must be moved back to its original position when you are done with it.
- Doors should be locked when a room is not in use. Both Room 043 and 045 have been left open on occasion. D. Paquette will follow up problems experienced with the lock on Room 045
- When you are done with equipment, settings should be returned to what they were before you started.
- Computers in the student lab will be shut down every Friday to conserve energy. Notices will be posted.

D. Business Arising

1. Course Evaluations On-Line

Discussion held regarding whether or not we want to proceed with having Health Studies students complete course evaluations on the internet. Concerns were expressed regarding the dramatic drop in compliance with this method and that further information should be sought prior to making any decision. **L. Ross** will contact S. Grills, Dean of Arts, and request that he attend the next meeting to provide Arts experience with the on-line system.

E. Dean's Report

1. Dean's Items

A. C.A.S. (Posting of Final Grades)

Final grades will no longer be posted.

B. Senate

(See R. Robinson's written report attached)

C. Board of Governors

No report

D. Student/Research Assistant Rates

New rates of compensation posted on Human Resources website.

E. Indirect Research Costs

Any requests for items should be sent to the Dean for passing on to the VP Academic. This money is geared toward infrastructure costs.

F. Cultural Sensitivity Awareness

B. Waterfall, FNAC Program, has set up a cultural sensitivity awareness workshop, for Thursday, **20 April** in the morning. Details have been circulated via e-mail. **Faculty and staff were urged to attend.** Please RSVP to D. Knight ASAP. It was suggested that perhaps the sessions could be videotaped for those who are unable to attend. **L. Ross** will arrange.

G. General Issue - Renovations & Equipment

Requests for next year should be to the Dean today for inclusion. Items over \$500 will be considered.

2. Faculty Kudos

S. Price has been selected as the award winner for psychiatric nursing education by the CRPNM this year. Congratulations, Shelley!

R. Graham has been teaching a graduate course at the University of Winnipeg in the faculty of Marriage and Family Therapy. Her evaluation was very favorable. Congratulations, Roberta!

- F. Reports
 - 1. Department of Psychiatric Nursing
See written report attached.
 - 2. Department of Nursing
See written report attached.

Discussion regarding wording related to senior practicum courses workload allocation in BUFA contract. Both departments have clarified that the workload allocation for post-diploma senior practicum courses should be 1.0 credit hours per student.

MOTION: C. Foster/L. Clark THAT the School of Health Studies support a language change, in the form of a Memorandum of Agreement (MOA), in the 2005-2008 Collective Agreement to allocate 1 credit hour of faculty workload per student for advising in the senior practicum courses for the Post Diploma programs.

L. Ross left the meeting to check with administration regarding process and whether Faculty Council is the correct place for this to be heard. Following her return, the motion was **WITHDRAWN**.

The following alternate motion was put forward:

MOTION: C. Foster/J. Simpson THAT the School of Health Studies Faculty Council recommends to the parties to the Collective Agreement that there be discussions of a language change, in the form of a Memorandum of Agreement (MOA), in the 2005-2008 Collective Agreement to allocate 1 credit hour of faculty workload per student for advising in the senior practicum courses for the Post Diploma Programs. **CARRIED**

RECOMMENDATIONS:

- A. Implementation of the Statement on a Smoke-Free Campus: It was recommended that the statement be forwarded to K. Stifora (BU Communications Officer) for circulation to the BU Community.
- B. Use of the Ceremony Room: Recommendation from the Nursing Department was presented for information.
- 3. HSP Net
T. Collyer and W. Fowles provided information regarding this new initiative that is designed to streamline clinical placement requests.
- 4. Board Budget
L. Clark reported on the work of the Board Budget committee.

H. New Business

1. EAP Revisions

The BU Graduate Studies committee has recommended changes to the EAP requirements for international students. They are looking for the support of the School of Health Studies in making these changes.

MOTION: T. Collyer/C. Demas THAT the School of Health Studies support the recommendations of the Graduate Studies Committee regarding admissions criteria for graduate studies for English for Academic Purposes students at Brandon University.

CARRIED

L. Clark asked about foreign students enquiring about entrance to the Department of Nursing. **T. Collyer** and **C. Demas** will consult with Student Services for guidance regarding English proficiency for the School of Health Studies programs.

2. Senate Committees

V. Fast Braun reported that people are required from Health Studies to sit on the following senate committees: Planning, Library, Archives, International Activities. As there were no volunteers, V. Fast Braun will send out an e-mail to all Health Studies faculty soliciting representatives.

3. Board Budget Committee (replacement for L. Clark)

A replacement is needed for L. Clark on the Board Budget Committee. The work is done for this year and no time commitment would be required until the fall. Anyone interested should contact **L. Clark** for further information.

4. BURC (replacement for L. Clark)

A replacement for **L. Clark** is also required for the BURC Committee. She will send out an e-mail to all faculty requesting assistance.

5. WRCASN

W. Fowles is seeking a replacement as the School's representative to WRCASN since she has had three years to date. **W. Fowles** will send out a request to faculty outlining what is needed.

I. Student Items

1. Psychiatric Nursing Graduation

Faculty have been invited to the graduation dinner for psychiatric nursing graduates. Please see e-mail circulated by **S. Price** earlier.

J. Date and Time for Next Meeting

The next Faculty Council meeting will be held **1 June 2006** from 10 a.m - 12 p.m in Room 043.

K. Adjournment

Meeting adjourned at 11:50 hours.

L. Future Agenda Item:

1. Record Retention Policy

**Department of Nursing
Report to Faculty Council – April 7, 2006**

For Information:

1. Recruitment of Students to Department Committees: We have been successful in recruiting 1 student from Year II to sit on the Department of Nursing Committee (Stephanie Dutka), and 1 Year II student to sit on the Curriculum Committee (Patricia Foster). There are other committees that still require student representation and the recruitment will be continued in the fall.
2. Department of Nursing Dress Code Policy: Language has been updated to include the message that uniforms worn in the clinical area are considered contaminated and are not to be worn outside of the clinical setting. A copy of the policy is available to anyone interested.
3. Terms of Reference for Department of Nursing Awards Committee – A copy of the ToFR is available to anyone interested.
4. Selection of Colors for Grads of 2007: We have selected the graduation hood colors for our first graduating class for 2007 – shiny burgundy. Our students will look fabulous!
5. Curriculum Presentation: Cathy Foster and Laurie Clark have been invited to present on our new Bachelor of Nursing Program to Central RHA executives (April 24) and Assiniboine RHA administration (May 17). These two sessions will also provide the opportunity to explore further opportunities for clinical and senior practicum placements. Cathy and Laurie have already presented the curriculum to the Westman District of CRNM which was very well received.
6. University of Manitoba – Brandon Site – The last group of students will be finishing their practicum in July. A pinning ceremony, dinner, and dance will be held April 21, 2006 to honor the final graduating class from this site.

Recommendations:

1. Implementation of the Statement on a Smoke-Free Campus: Discussion regarding the approved (Faculty Council, November 30, 2005) “Smoking Statement” was held at the January, 2006 Department of Nursing Meeting. It was agreed that the following recommendation be brought to Faculty Council:

Recommendation: “that the statement be forwarded to K. Stifora (BU Communications Officer) for circulation to the BU Community.”

2. Use of the Ceremony Room: Discussion regarding the use of the Ceremony Room was held. After expressing a variety of opinions, faculty unanimously agreed:

Recommendation: “that the Ceremony Room be used by either a) the public – to be used for a variety of activities, or b) the FNAC Program exclusively – to be used for only FNAC activities. It was suggested that it should be one or the other.”

Note: L. Clark agreed to participate on the FNAC Committee that has been formed to discuss the use of the Ceremony Room. She has not yet been contacted regarding a meeting.

Motions:

1. Credit Hour Allocation – New Collective Agreement: Discussion was held regarding the language on pages 30 & 31 of the CA, Items 9.5 (a) ix) and xiii). It was identified that the credit hour allocation for faculty advising in the senior practicum courses, in the Post Diploma Programs (B.Sc.M.H. and B.Sc.N., Item xiii, first bullet), did not reflect the recommendations put forward to BUFA by the SHS faculty during contract negotiations. The allocation of 0.5 credit hours of teaching workload per student was not to be applied to the PD senior practicum courses; it was to be applied only to the four-year programs (B.Sc.P.N. and B.N.). A decision was made to bring the following Motion to Faculty Council:

Motion: “that the Department of Nursing support a language change, in the form of a Memorandum of Agreement (MOA), in the 2005-2008 Collective Agreement to allocate 1 credit hour of faculty workload per student for advising in the senior practicum courses for the Post Diploma Programs.”

Submitted by:

Laurie Clark, Chair Department of Nursing