

Minutes of the Arts Faculty Council meeting held on
December 5, 2017 in room 104 CH

PRESENT: J. Allan; R. Baker; C. Bouliane; C. Boulton; D. Combet; K. Deforest; S. Grills; E. Holland; R. Kramer; M. Malainey; A. McCulloch; E. Mihelakis; P. Morin; K. Noll; S. Petrella; D. Ramsey; B. Rose; K. Saunders; D. Smid; B. Strang; D. Winter; L. Davidson (BUSU); Sh. Grills (Student Services); L. Murray (recorder); D. Tryphonopoulos (Chair).

REGRETS: R. Hinthier; S. Medd; L. Robson; B. Ntelioglou (Educ.)

GUEST: Ms Betty Braaksma, University Librarian

1.0 Approval of Agenda

The Chair asked to add 5.5 Elections to the Agenda.

MOTION: (Petrella/Smid) -- THAT the Agenda be approved.

CARRIED.

2.0 Approval of the Minutes

MOTION: (Rose/Reinhold) -- THAT the Minutes of the October 31, 2017 AFC Meeting be approved.

CARRIED (2 abstentions).

3.0 Recognition

None.

4.0 Chair's report

Staffing exercise concluded and Arts has approval for three searches: one tenure track position in Political Science, a 2-year term in Philosophy; and a 1-year term in Business Administration. Growth in Business Administration in the last two years has been approximately 60% compared with Arts overall at roughly 30%.

5.0 New Business

None.

5.1 Course/Calendar Changes

MOTION: (Malainey/Holland) – THAT AFC Approve 12:2XX *Lithic Analysis* as a new course.

CARRIED.

Dr. Malainey noted this course has been taught previously as an experimental course, and that a slightly revised CAP form, noting that students cannot hold credit in both courses, will be sent forward to CAP.

5.2 Library Collection Analysis

Ms Betty Braaksma, University Librarian, spoke about the process. She noted it is not new but rather formalized now that it is tied to the CAP form. The intent is to make the process transparent and to avoid this step being missed. In response to questions, she confirmed that there is no intent to veto any course, and that turn-around time for the library analysis should be within two weeks.

Preamble: Given that the Library only wishes to be informed of the introduction of new courses and that the budget for library acquisitions is under the control of departments, and that the Library is not seeking the power to veto new course offerings:

MOTION: (Malainey/Winter) -- THAT AFC recommends to CAP that Section C of the New Course Proposal Form be changed so that it only includes one tick box and the statement "A Library Collection Analysis Request has been submitted to the Library for review."

CARRIED.

The Dean thanked Ms Braaksma.

5.3 Minimum Degree Standards for BA Majors and Other Program Issues

The Dean noted that we struggle to get students into the many upper level courses we are required to offer. For our size and our degrees we may be offering too many upper-level courses. Suggestions were made to increase class sizes included more cross-listings, teaching 300 and 400 level courses concurrently, better advising, etc. Dr. Ramsey inquired what percentages of students are taking 4-year degrees. Dr. Grills noted that organizationally we don't provide a lot of incentives for 4 year students. More research funds, awards, Decanal recognition and an early registration incentive might be beneficial. Honours students need to feel important to the faculty and the university. Lisa Murray noted that smaller departments struggle to offer the variety of upper level courses required by program policies, and that we have to process degree waivers in order for students to graduate on time. Dr. Grills reminded members that the 99:489 Senior Arts Seminar course provides one, 400-level course to fulfill credit in a variety of departments. The Dean will forward this matter to Arts Review and Planning for report back to AFC by Spring.

5.4 Performance Evaluation Tool

It was brought to the Dean's attention that the new CA provides language that instructs how evaluation are to take place. The Senior Admin has not attended to this issue. There needs to be a form and consultation between the Dean and the faculty, as well as placing this form on the Web. It was noted that the C.A. is referring only to the classroom evaluation tool.

MOTION: (Grills/Strang) - THAT Arts Review and Planning develop a teaching evaluation form to be used by the Dean during classroom visits, and THAT this form be brought back to AFC for approval.

CARRIED. Two abstentions

5.5 Election for Hiring Committees

MOTION: (Winter/Kramer) – THAT AFC accept the names of Dr. Emily Holland and Dr. Ariane Hanemaayer as the external members of the Philosophy Hiring Committee.

CARRIED.

MOTION: (Winter/McCulloch) – The Political Science Department requires a mix of gender on their committee and therefore asks that AFC approve Dr. Bruce Strang as the external member of their Hiring Committee.

CARRIED.

7.0 Other Announcements

The Dean encouraged nominations for the Senate Award for excellence in Teaching, the Senate Award for Excellence in Research and the Stanley Knowles Distinguished Visiting Professorship.

The meeting adjourned at 1:24 p.m.