

Minutes of the meeting of the Arts Faculty Council
Held April 10, 2018 in room 104 Clark Hall

PRESENT: J. Allan; C. Bouliane; C. Boulton; J. Dolecki; H. Gillander; S. Grills; R. Kramer; D. Lakevold; L. MacKay; M. Malazdrewicz; A. Marshall; S. Petrella; L. Robson; B. Rose; B. Strang; D. Winter; L. Wood; D. Tryphonopoulos (Chair); L. Murray (recorder).

REGRETS: E. Holland; M. Malainey; C. Mattes; E. Mihelakis; K. Noll.

GUESTS: Cathy Binda, Campus Books; Jeff Maclean, Regional Manager of Follett.

1.0 Approval of the Agenda

MOTION: (Petrella/Robson) – THAT the Agenda be approved with item 6.1 moving to the beginning of the meeting.

CARRIED UNANIMOUSLY.

2.0 Approval of the Minutes

MOTION: (Rose/Kramer) – THAT The Minutes of March 13, 2018 be approved.

CARRIED UNANIMOUSLY.

6.1 Bookstore issues

Ms Susan Smale, Director of Business Operations, introduced Cathy Binda, Manager of Campus Books, and Jeff Maclean, Regional Manager of Follett.

Mr. Maclean spoke to the problems we have experienced. He noted that course materials must be here the first week of class in the proper quantity -- even earlier. Follett will take their formula out of the equation and provide the books as needed. Follett sources used and new books and want to have both here as options for students. He feels that the current staff have good relationships with faculty and will do a better job of communicating any delays. Clark Gawletz will dedicate himself full-time to course materials.

Dr. MacKay stated that the only reason she had any books was because of Clark Gawletz. The situation has been a nightmare for two years. She gave huge praise of Clark, noting he has made himself an expert above and beyond his areas of responsibility.

Prof. Dolecki agreed with Dr. MacKay's comments. He questioned what the markup on books is currently and previously. Mr. Maclean replied that it is 25% for new and about the same for used -- the industry standard. Mr. Maclean informed us after the meeting that previously the Bookstore had a 25-27% markup.

Prof. Lisa Wood explained the difficulties that Visual Arts had in getting art supplies. They eventually had to forge relationships with other businesses in town. She noted students are often without cars and need supplies on campus.

Dr. Bouliane indicated that some students didn't have the funds to buy books at the start of term and then books were gone in February. Mr. Maclean asked that those needs be communicated this year to Cathy Binda so that they can be met. He also noted that if they have book commitments for more than one year it's easy to keep books from year to year.

Dr. Grills stated that only half his class had books. He's never seen this at any place he's taught at and the students' trust is gone. They now order from Amazon. Mr. Maclean suggested that students will come to the bookstore if faculty recommend this.

Prof. Gillander noted problems with the online order process. Had to call in order as online order would not work.

Dr. Kramer asked that books be available no less than 2-3 weeks ahead of classes. Mr. Maclean said they are aiming for mid-August so that parents can get students set up. If needed earlier let us know. Our orders are placed in June July and we start getting things July/August.

Dr. Allan stated that the bookstore needs to earn trust and that it's not the faculty's job to promote it to students. He ordered 8 books and got one and doesn't trust the bookstore. He tells students to go elsewhere. The bookstore is not a place to go to buy books. There are no books there. Stamps, office supplies, etc. are also no longer available. THIS community needs different things and in this relationship building Follett needs to adjust.

Mr. Maclean noted that customer appreciation day is Wednesday and Thursday at the bookstore. They will work on the partnership with BU and this meeting is a starting point. Communication will improve.

3.0 Recognition

The Dean acknowledged Ms Davidson who is our student representative. She has been faithfully listening and attending AFC meeting and we thank her for her work.

4.0 Chairs Report

We are finishing up our second search and beginning the last one. Announcements will be made once contracts are signed.

The Research Celebration is April 27th. Doug Ramsey and Emily Holland have written to everyone asking for their participation. The research booklet is a great tool to provide to the members of the BOG and others. We have much important and interesting work here in our Faculty to be proud of.

5.0 New Business

5.1 **MOTION: (Strang/Dolecki) – Approval of new course 70:1XX The Meaning of Life.**

CARRIED.

The Dean thanked Bruce for serving as Chair of Philosophy.

5.2 Elections

Winter/Rose) – THAT the elections be approved as nominated.

CARRIED.

6.0 Business Arising from the Minutes

6.2 Upper-level course requirements

Dr. Kramer reviewed the document that was created to look into innovative ways in which areas can meet the 300 and 400 level requirements for their students. Members suggested that some issues may resolve as more 4-year students enrol.

MOTION: (Dolecki/Kramer) -- THAT AFC receive the report of the Review and Planning Committee.

CARRIED.

MOTION: (Strang/Grills) -- THAT AFC forward recommendation #7 to CAP.

CARRIED UNANIMOUSLY.

Prof. Dolecki questioned what was considered small enrolment. Dr. Kramer replied 2 or 3 students. Prof. Dolecki asked if departments are going to have to justify offering upper level requirements or face some sort of penalty if they don't make changes. Dr. Kramer replied the report is more for information and any actions will be up to each Department.

Members noted that the more recent changes to the 300 and 400 level requirements had been missed by some departments and also questioned how many areas struggle to meet the requirements. Dr. Tryphonopoulos said that a few do and that degree waivers are sometimes required. In response to concerns about 'watering down' courses, he noted that across Canada, graduate and undergraduate students join together in courses successfully.

It was suggested that each area should do what is right for them and their students, but that some creative thinking can help students achieve their degree requirements.

[The latest changes to the 300 and 400 level requirements for Arts degrees are attached to these minutes.]

6.3 Library Collection Analysis Requirement

The Motion from the December AFC which states that Arts wishes the requirement of a Library Impact Statement be removed from the New Course Proposal Form was met with various reactions. CAP does not think that suggestions about what the library does for new courses is faculties' concern, but rather lies with Senate. They are having a hard time agreeing with us

MOTION: (MacKay/Malazdrewicz) -- THAT while we appreciate the library's assistance and input, ultimately the decision for a course to go forward resides within the Faculty Councils, CAP and Senate

CARRIED UNANIMOUSLY.

8.0 Adjournment

The meeting adjourned at 1:45.