

**Minutes of the Arts Faculty Council meeting
Held by Zoom on October 6, 2020**

PRESENT: J. Allan; R. Baker; K. Bessant; C. Boult; K. DeForest; R. Dwivedula; R. Elliott; R. Gasse; A. Hanemaayer; P. Harms; D. Héту; R. Hinther; R. Kramer; D. Lakevold; L. MacKay; M. Malainey; M. Malazdrewicz; A. Marshall; C. Mason; M. Massi; V. Maud; A. McCulloch; K. McKenzie; L. McLachlan; S. Medd; J. Naylor; S. Petrella; L. Robson; B. Rose; K. Saunders; D. Taylor; K. Wong; L. Wood; L. Xu; F. ZehtabOJadid; D. Eberts (Science); L. Jardine; L. Robson (Chair); L. Murray (recorder).

ABSENT: A. Abdou; S. Asselin; J. Dolecki; J. Forsythe; D. Klonowski; H. Liu; C. Mattes; H. Murphy; K. Noll; D. Ramsey; K. Spice; B. Strang; E. Varley; H. Venema.

REGRETS: D. Combet.

ON LEAVE: B. Ashton; S. Grills; E. Holland; L. Mayer; E. Mihelakis; D. Racine; W. Robles; C. Schneider; D. Smid; D. Winter; H. Zhuang.

1.0 Approval of Agenda

MOTION: (Gasse/Petrella) - THAT the agenda be approved.

CARRIED.

2.0 Approval of the Minutes

MOTION: (Naylor/Rose) – THAT the Minutes of the AFC meeting held on September 1, 2020 be approved.

CARRIED.

3.0 Chair's Report

Enrolment: As of October 1st the overall headcount at BU was down 1.9% and overall credit hours are down 3.8%. However, some Health Studies students started their program in the spring/summer. If you factor in those students, the number is a decrease of 3.3%. One of the most striking numbers is the decrease in first time non-Indigenous domestic students – 13.2%. However, if you again factor in Health Studies spring/summer students, BU is only down 6.2% in registrations. In Arts, the most significant number is that our credit hours are down 5.1%. In terms of first-time students, we are down 8.3% in credit hours. Dr. Kramer raised concerns about the level of work of his first year students, and thus perhaps a high drop rate for those students.

Recruitment – Dr. Robson will take all opportunities presented this year to speak with potential students. Thursday there is a guidance counselor's session. Our Recruitment Office is also setting up faculty and program informational sessions. Sessions will be just one hour but we get 30 minutes of that time to use as we wish. We can do one or more of these types of sessions. Dr. Robson asked that anyone who is interested in participating should let our office know and we will schedule sessions accordingly.

Student Accessibility Services – Michelle Magnusson will be creating a handout on what SAS can and cannot do this year as they, like all of us, are functioning differently this year. One notable change is that they are not proctoring exams this year. Alternate arrangements will need to be made by contacting SAS or CTLC if you need student support.

Library – Interlibrary loan for books contact the library, give them the specifics and they will try to source it out for you. They may find an electronic version or find a library that will loan it. Reminder that if you are having technology issues, always put a request in to the Helpdesk. They need that trail so that they can track issues and reoccurring problems.

Diversity and Inclusion Advisory Committee is being reinstated and they will be sending out a call for volunteers soon.

Indigenous Peoples Centre – Last year, during a conference, a tipi was burned down on campus. After that event, several areas on campus committed to purchasing a tipi and Arts was one of those areas. The company that makes them had run into problems this past year but they are now getting caught up and we should have our tipi soon. The library garden now contains The Seven Teachings plaques, and there may be an unveiling ceremony. **Flags** for our new flag polls should be up soon. Again, there may or may not be some type of ceremony.

The Strategic Research Plan was passed at Senate last February but for one year only due to concerns that were raised. Those concerns have now been addressed and this has been circulated again. Any comments should go to Shannon Downey by October 16.

Homecoming – call for volunteers to present a 3 minute talk, in plain language, of any BURC-funded project that you have completed or that is in process. This is part of our World Class Research Built in Brandon event. This event happened last year and it was fascinating to see what people are doing. If you're interested please email Susan Baker by October 13th.

The Library is now going to be open for longer hours. Mon-Thursday it will remain open until 8:00 pm. Some students are still struggling to use the various platforms. Melanie Sucha, Chief CIO, recently sent the students another email with tips and links on how to learn these platforms. If you have some of these students, direct them to the Coronavirus and Covid-19 link on our webpage or directly to IT/Library.

Zoom - A concern has been brought forward regarding the Chat function in Zoom. Students in some cases have been using the private chat function in a non-academic (harassing) manner. Students have received an email reminding them to use it appropriately. If this is an issue in your class, you can shut down the Private Chat in the Zoom settings. There have been similar problems when students use their full names on screen. Some students have used that to track down students on social media to then troll them in another way. You may wish to ask your students to change their names on screen by using their first name and last initial. Feel free to bring any similar concerns to Katie Gross, to the Acting Dean, or to Cheryl Fleming, our Diversity and Human Rights Advisor. There are ways of dealing with these issues, including the Student Non-Academic Misconduct Policy.

Dr. Naylor mentioned that he's been missing important emails over the last few months. Apparently, Microsoft had quarantined some of his email. If you think you are missing email, contact the Helpdesk and they can help you look at these email and correct the situation.

Dr. MacKay informed the group that IT staff have informed her that all student computer issues should also go through the Helpdesk, and nowhere else.

4.0 New Business

4.1 Elections

The Chair updated members on the nominations before them and solicited nominations where vacancies still existed. No nominations came forward for the Nominations Coordinator position.

MOTION: (Petrella/MacKay) -- THAT the nominations for Arts Committees be approved.

CARRIED.

MOTION: (Gasse/Naylor) -- THAT the nominations for Arts representatives on University Committees be approved.

CARRIED.

4.2 Invitation to Cora Dupuis to attend AFC meeting

Dr. Derrek Eberts, our rep from Science, has suggested that Cora Dupuis be invited to sit in on our AFC meetings as Science has recently done.

MOTION: (Petrella/MacKay) -- THAT Cora Dupuis, Co-op Coordinator, be invited to attend AFC meetings.

CARRIED.

4.3 Bookstore

There has been a long-standing service saga since Follett began running the Campus Bookstore. Dr. Robson will be sending faculty members an email requesting details on your experiences. We have heard of situations where instructor's books have been back ordered but they were never notified, where only a portion of the number of books needed were ordered, where books aren't received in time for classes, etc. The Dean feels that their management has been a failure and will bring the matter to PAC at some point. She's concerned about the financial angle and that we need to know if Follett has been a financial success for BU, but more importantly, whether Follett is serving the needs of faculty and students. She'd like to present some data to PAC and so will be asking some specific questions that she'd like to gather your responses about. If you are happy with their service she'd like to know that too. The Follett contract is up in two years. Dr. Naylor mentioned that we don't want to lose the bookstore all together because it does serve the BU community in many ways. Dr. MacKay championed Clark Gawletz's work. Without him, she would have had no books for her courses because they come from Europe and this takes time. She is concerned that Clark's job security needs to be taken into consideration, as he has been an excellent employee. Lili Jardine understood that Clark's hours had been cut. Dr. Gasse mentioned that sponsored students require the bookstore because their sponsors do not cover orders through Amazon and other online companies. Dr. Robson told members that students were unable to make arrangements at the beginning of the school year to pick up the books that did come in to the bookstore. Email wasn't being answered, the phones were tied up and the whole process failed. Dr. Eberts felt that the issues due to COVID may need to be separated out to ensure that the full problem is understood as NOT a temporary issue

4.4 Course and Calendar Changes

MOTION: (Taylor/Marshall) -- THAT the new courses proposed by Business Administration be approved.

CARRIED.

MOTION: (Gasse/MacKay) -- THAT the Calendar changes put forth by English and Creative Writing be approved.

CARRIED.

MOTION: (Gasse/Naylor) -- THAT the changes and new courses proposed by the Department of Native Studies be approved.

CARRIED.

MOTION: (Rose/Saunders) -- THAT the course deletions put forth for non-departmental courses be approved.

CARRIED.

A summary chart of all changes is attached to the minutes.

4.5 Request to terminate the Clinical Specialization Stream

MOTION: (Gasse/MacKay) – THAT the Clinical Specialization in Native Studies Stream, both Honours and 4-year General, be terminated in 2021-2022.

CARRIED.

4.6 Update the Arts Chair Selection Policy to bring in line with the C.A.

The Dean explained that the new C.A. states a slightly different practice than we have in our Arts Chair Selection Policy. She suggested that this be sent to Arts Review and Planning to tackle.

MOTION: (Naylor/Rose) – THAT the Arts Chair Selection Policy be forwarded to the Review and Planning Committee to bring it into agreement with the current C.A.

CARRIED.

4.7 Emeritus application – Dr. M. Serfaty

MOTION: (McCulloch/Saunders) – THAT Arts Faculty Council recommend that Dr. Meir Serfaty be granted the status Professor Emeritus.

CARRIED.

5.0 Business Arising from the Minutes

5.1 Drama/English and Creative Writing merge

The motion passed at our last AFC meeting to join these two areas, brought about some friction at CAP. Rather than risk having our motion denied at Senate, we thought it best to rewrite the motion and rationale to better deal with the issues that were raised. In particular, the second part of our motion requiring that the Drama position remain a performance-based position drew a considerable amount of resistance. The argument was that Faculties cannot demand positions or try to control staffing decisions.

MOTION: (Rose/Gasse) -- THAT the Drama Program join the English and Creative Writing Department, and that the name of the Department change to English, Drama, and Creative Writing

CARRIED.

5.2 Honours Thesis in Inter-disciplinary Studies degree

MOTION: (Gasse/Naylor) -- THAT the creation of an Honours Thesis in the Inter-disciplinary Studies degree be referred back to the Review and Planning Committee.

CARRIED.

5.3 Fall Teaching Q&A

Dr. Robson informed members that we had a very small response to our questions to the faculty about having another forum to discuss teaching issues and so we thought we'd just bring it up at this AFC. One of the problems that Dr. Robson has heard about is how to get students to engage with each other as they would in a normal class. Dr. Eberts' students self-organized last year through Facebook or another platform and kept in touch with each other. This year again students exchanged emails to enable them to have some social aspect. Lili Jardine invited her class on Slack so that they could create their own groups. Slack is useful because no one has to provide their email or cell number and once the class is over the group is dissolved. TopHat, used for exams, has had some problems. Students have been kicked out during an exam because their computer was set to the wrong time zone. If your students have such issues contact the company to trouble-shoot the situation. Dr. Eberts noted that one instructor in Science had students in tears. He thinks it's quite important to track our experiences because we may

not all be having positive experiences. D. Robson reminded instructors that we do have a computer lending program for students who may have older systems and that if students are within driving distance of the university, they are welcome to make arrangements to use the BU wifi.

6.0 Other Business/Announcements

Dr. Ariane Hanemaayer shared the good news that Dr. Corinne Mason, member of both Gender and Women's Studies and Sociology, was awarded the Senate Teaching Award. Dr. Hanemaayer expressed that learning all that Dr. Mason does in her classes and how much her work and pedagogy impacts the community was amazing and she wanted to extend a big congratulations to her. Unfortunately, with COVID this news was not shared or celebrated as it normally would have.

Prof. Lisa Wood, informed the group that the Status of Women Review Committee is having a "Women and Whine (wine optional)" zoom meeting, happening October 14th at 4:30 and that the invitation is to all BUFA members who identify as women for a chance to connect with each other.

7.0 Adjournment

The meeting adjourned at 1:57 p.m.