



### FACULTY COUNCIL

Minutes of the Meeting held April 19, 2022

4:15 PM-6:15 PM

MS TEAMS

#### Members:

Name	Title /Area	Present	Absent	Proxy
Allyson Rozell	MATH	√		
Amy Jeon	SENATE	√		
Asiyeh Sanaei	MATH	√		
Chelsea Allison	ST. REP	√		
Christina Iggulden	SRY STAFF	√		
Daryl Massey	CADD	√		
Dominic Bernard	HOPS		X	Martina Solano Bielen
Fergal Callaghan	SENATE	√		
Gary Jones	HORT	√		
Jeff Dyck	DEAN pro tem		X	
Kaylee Magee	BIOL	√		
Sepideh Tahriri Adabi	ISH/Institutes	√		
Laura Bryce	HORT	√		
Leah DeBella	BIOL	√		
Martina Solano Bielen	LGLY STAFF	√		
Melissa Bodner	RMD STAFF	√		
Melissa Drury	EPT	√		
Mike Bomford	CHAIR/SUSTAG	√		
Mike Coombes	PHYS	√		
Monique Ly	ST REP		X	
Nicole Tunbridge	A D Pro Tem	√		
Suzanne Pearce	Vice	√		
Tanya Boboricken	MATH		X	Vicky Wei
Tyron Tsui	PHYS	√		
Xin Liu	CHEM	√		
Zena Mitchell	REGISTRAR	√		
Lori McElroy	Guest OPA	√		
Norwinda Binuya Barros	Guest OPA	√		
Meredith Laird	Guest			Re CourseLeaf update

Recording: Michelle Ikoma

**1. Guest – Lori McElroy and Norwinda Binuya Barros – OPA presentation**

Lori provided an overview of the scope and methodology of analyses performed by the OPA Team regarding GPA, success rates and registration dates for students in the past year since the change in registration dates was made. From the reported data, the only consistent pattern to emerge is with students who register before classes begin and those who register during the first week of classes. The latter seem not to perform as well. Those who register in the second week of classes actually perform as well as those who register before classes begin. It was also noted that the Summer 2021 class numbers were too small to measure. Lori provided a PowerPoint that touched on notable highlights and referred faculty council members to the dashboard available on the OPA SharePoint site.

**2. Guest – Meredith Laird – CourseLeaf updates for Faculty**

Meredith provided updates regarding Course Inventory Management (CIM). Key points included the more streamlined and easier to use workflow for editing or uploading course outlines, the integration of the CIM with the already in use Course Catalogue (CAT). With this addition to the CourseLeaf suite, the following is of note:

- Taking the opportunity to redesign the online form for outlines
- The form will also transit the document through the governance process
- Course outline of record will be available to students
- 2022 September implementation. Course changes for September 2023 will use the new CIM. Up until that date the old system will be used.
- CIM Programs and Classroom Section Scheduling will be added over the next few years.

**3. Approval of the Agenda of December 14, 2021**

*It was **moved** (Mike Coombes), **seconded** (Melissa Bodner), **and carried THAT** the agenda be approved as amended.*

**3. Approval of the Faculty Council Minutes of November 16, 2021**

*It was **moved** (Mike Coombes), **seconded** (Melissa Bodner), **and carried THAT** the minutes be approved as distributed.*

**4. Business Arising**

- Chair notes that the BSc framework was adopted at Senate but never adopted at the ministry level, so it is not binding within FSH or KPU. Chair noted that the Bachelor of Arts does have a framework approved by the Ministry.
- Registrar suggested consulting with the Provost office regarding using Degree Qualifications.  
**ACTION:** Chair, Mike Bomford to contact David Burns re the above.
- Bylaw revision to dissolve the Teaching and Learning Committee as a committee under Faculty Council is moving forward.
- A bylaw revision is needed to assign responsibility for student award nominations to Nom/Gov. This change was previously approved by FC in 2019, but not included in the revised bylaws approved by Senate.

## 5. Reports

### a. Chair's Report

- Gary Jones is retiring and this meeting is his last. Cameron Lait will cover the May and June meetings. Chair offered congratulations on his retirement and thanks for his service on behalf of Faculty Council.

### b. Dean's Report – no report

### c. Senate Reports – Fergal Callaghan

- Senate approved the establishment of a new Minor in Health Science program and the establishment of a Bachelor of Science (Honours), Major in Biology. Congrats to all in Health Science and Biology!
- Senate appointed members to the search committee for the position of Provost & VP Academic. The committee includes Paul Adams from the biology department as well as biology student Monique Ly.
- Senate endorsed the final draft budget for the 2022/23 fiscal year. It went from there to the Board of Governors for approval.
- SSCPR  
The committee reviewed and approved the following reports from FSH:
  - Biology External Review Report;
  - Bachelor of Horticulture Science (BHS) in Plant Health and Urban Ecosystems First Annual Follow-Up Report.
- SSCAPP – no report
- SSCUB – no report
- SSCC – taken from SSCC report by Greg Harris 7Apr22
  - The new MATH 3110 course outline was recommended to Senate for approval.
  - BSc, Major in Applications of Math and Major in Applications of Math (Honours) recommended to Senate for approval. Congrats to Math Dept.
  - Revisions to the MATH alternatives Table (MAT) for 2022-2023 and 2023-2024 were recommended to Senate for approval.
  - Re: Policy AC4 Student Evaluation and Grading
    - Changes to this policy take place Sept 1, 2022
    - Notable changes applying to faculty and instructional staff apply to all courses and can be accessed in the policy SharePoint site.
    - The NA grade only applies to those who have not attended a single class/lab.
    - Proposed changes to the Course Outline form for transitioning to CourseLeaf were recommended to Senate. These transition changes will take effect next month pending Senate approval.

- SSC Nominations and Governance
  - Greg Harris nomination to the SWIC committee carried
- SSC Policy
- SWIC - no report
- SSCRGS - no motions to report
  - Developing a definition of 'research' Determining committee makeup. Preliminary discussion to not have a rep from every faculty, but this may change to reflect all faculties.
  - Expanding Research presentations to include student research.
- SSC Tributes – no report
- SSCTL – meeting canceled due to recent security issue. No report

#### d. FSH Committee Reports

- Nominations and Governance
    - Greg Harris was approved as the representative for the SWIC committee.
    - Xavier Ardez has been appointed to FSH Faculty Council as a new student representative.
    - Chair encourages someone to step forward to serve on the Nominations and Governance committee as they are currently short a member.
  - Curriculum Committee - no report
  - Academic Planning and Priorities – no report
  - Research –
    - No motion yet regarding student researchers
    - ARTS has called for a cancellation of changes to CSC contracts and also calling for a revision to policy on consultation process for implementation policies regarding student researchers and research assistants, and a policy must distinguish between casual employees and student research assistants to ensure that such policy does not impact the timing of their hiring. These motions are being discussed in the FSH Research committee which will report back to FSH FC. See FOA FC motions below:
      - THAT Arts Faculty Council calls for the suspension of the planned revisions to the casual services contract process scheduled for implementation this April;
      - THAT AFC calls for a full and comprehensive consultation process to be undertaken prior to the development of a new policy / procedure, to include meetings with Faculty- and Senate-level Research, Scholarship, and Graduate Committees, faculty who are or may be active in research, scholarship, and creative practice, as well as current and prospective student research assistants, and;
      - THAT AFC calls for any revised policy / procedure to recognize the important distinctions between external casual employees and KPU student research assistants, and to ensure that such a policy / procedure not present barriers or delays for the hiring of student researchers.
6. **New Business** -Zena Mitchell reports that the grade reporting systems are being updated so that the process will be more streamlined and functional. The old system will still be available for this spring term and the upcoming summer term. See details at this link:  
<https://kpuemp.sharepoint.com/Today/SitePages/Final-Grade-Entry-Receives-a-Makeover!.aspx>

*Meeting adjourned by Chair at 5:41 PM*

**Date of next Faculty Council: May 17 2022**