

FACULTY COUNCIL

Minutes of the Meeting held Tuesday, December 15th, 2015

4:15 pm in Rooms 2020 (Langley), 1420 (Richmond) and 1140 Cedar (Surrey)

Present:	Michael Coombes (Chair)	Chris Hauta	Allyson Rozell
	Betty Worobec	Betty Cunnin	Patrick Duffy
	Mike Bomford	David Sud	Avtar Sadhra
	Lily Liu	Melissa Bodner	Eric Wirsching
	Joel Murray	Jennifer Au	Terri Taylor
	Jana Kolac	Karen Vance	Nicole Poole
		Barbara Maloney, Recording	

Quorum was confirmed.

1. Approval of the Agenda

Mike informed the meeting that the third item under 5. Other Business (Engineering Stream) is to be deleted. It was **moved and seconded** (Avtar Sadhra/Melissa Bodner)

THAT Faculty Council approve the Agenda as amended.

The **motion carried**.

2. Approval of the Minutes

There were a couple of amendments to the minutes. First, the first two sentences under item 4. d., Curriculum Committee, should be moved to the item 4.b., Dean's Report. Second, the final sentence of the final paragraph under the Dean's Report should be deleted.

It was **moved and seconded** (Avtar Sadhra/Melissa Bodner)

THAT the Minutes be approved as amended.

The **motion carried**.

3. Business Arising

The B.Sc. Framework discussed at the last meeting has been sent on to the Faculty Curriculum Committee and a Working Committee has now been struck to undertake the review.

4. Reports

a. **Chair's Report**

Some nominations were called for on University Committees; Mike has sent these requests on to the Nominations and Governance Committee and once nominations have been received, he will call for an e-vote, if required.

b. Dean's Report

Betty reported that she is on the budget modelling steering committee looking at the metrics and guidelines for next year, including data on class fill rates and student pass/fail rates. There will be some town hall-type gatherings around these criteria and how to use the data intelligently. Betty expects to be working more with Chairs in the New Year in planning for the next year's education plans and how we can plan strategically. It is very clear that enrollments are very important going forward.

We will also be looking more at learning outcomes in the next year including learning outcomes for programs as well as for individual courses. A part of the academic plan roll-out is the sub-committees, one on experiential learning and another on learning outcomes. These will be affiliated with the new Teaching and Learning person coming on board. As programs come up for review, these areas will be looked at. Joel will be working with the Institutional Learning Outcomes sub-committee.

The Provost has been talking about PD events which may take place during the upcoming reading break including a workshop on prior learning assessment and learning outcomes.

Betty introduced Nicole Poole our new, shared Advisor between FSH and Design. She will be focusing on Richmond programs.

c. Senate Reports

Jennifer Au reported on progress of recent FSH items at Senate.

She is working on the revision of the course outline manual and template and hopes to have that ready for the end of February.

With regard to the item on faculty qualifications for Biology, this item was removed from the Senate agenda by Biology.

There were two policies reviewed by Senate. Approval should be in place for mid-February.

d. Nominations and Governance Committee

We are seeking volunteers to serve on the Student Appeals Committee and the Arts Teaching Award Committee. Once there are nominees, an e-mail vote will be circulated to Faculty Council members.

e. Curriculum Committee

i. Revision to the Brewing and Brewery Operations Diploma Program

Students are finding the current CBSY course too elementary and another course has been designed and proposed by Business. Replacing the CBSY1105 would be the new course CBSY 1110.

It was **moved and seconded** (Betty Cunnin/Patrick Duffy)

THAT the CBSY 1105 course be replaced by the newly-developed CBSY 1110 as a revision to the Brewing and Brewery Operations Diploma Program.

The **motion carried**.

Other programs may also be interested in this course.

Faculty Council requested that the Dean of Business, Wayne Tebb, and Marcelo Machado, faculty member, be thanked for their collegial attitudes and efforts in putting together these special courses.

ii. Revision to the EPT Program

It was **moved and seconded** (Patrick Duffy/Betty Cunnin)

THAT the new CBSY 1110 replace CBYS 1105 in the Environmental Protection Technology Program.

The **motion carried**.

iii. Discontinued HORT Courses

Faculty Council received for information the list of Discontinued HORT courses included in the memorandum from Carol Barnett, dated December 7th, 2015. This has been prepared in anticipation of revisions required for the 2016-2017 calendar.

iv. Faculty Council was informed that Michelle Molnar is gathering names of volunteers for the B.Sc. Framework Committee.

f. FSH Academic Planning and Priorities Committee

Mike Coombes will send out a message calling for nominations of a new Chair for the Committee.

5. Other Business

Treatment of Retirees

A question was raised regarding the current policy on retirement events. Betty explained that the issue is the use of operating money for hospitality events. Each Faculty can only spend up to a pre-determined maximum amount per year. This amount includes funding for retirement events. These monies must be pre-approved by the Dean and the Provost. Every retiree does receive a gift card from KPU. It is the hospitality component where we have restricted amounts.

Cutting off retirees email

There was concern expressed about this new policy of e-mail cut off the day of retirement rather than 30 days later. However, there are issues involving confidential and security-related information. While we cannot do anything to change this, people could approach the KFA to see if anything can be done.

With regard to organizing retirement events, Departments have always been responsible for them.

Acknowledgement of service can be expressed by the awarding of Emeritus status through the Tributes Committee.

Mike will draft a memo to go to Herb Gray for the next meeting. Betty has already expressed concern. Members can encourage faculty members to bring this up to their colleagues.

Richmond Enrollment

The Office of Future Students has been invited to the next Chairs Committee meeting to discuss their strategy about recruitment. Chairs will give us questions before the next meeting which we will provide to the OFS.

It was **moved, seconded** (Mike Coombes/Patrick Duffy) **and carried**

THAT the meeting be adjourned.