Minutes

5.01 Adoption of the Agenda

By resolution duly proposed and seconded, the agenda was unanimously adopted.

5.02 Adoption of the Minutes of the Faculty Council of December 16, 2016

By resolution duly proposed and seconded, the minutes are unanimously adopted with the following changes:

Page 3, point ii, 2nd paragraph: Pour réduire le déficit structurel de notre Faculté, il est proposé de modifier le concept du programme…

Page 4, point g : Remplacer le nouveau doyen par le doyen désigné.

5.03 Business Arising from the Minutes of the December 16, 2016 Meeting

The project with Georg Steiner School is still being examined. The Faculty will soon submit a proposal to the school principal.

5.04 Reports

a) Richard Barwell, Dean

- Faculty of Education Outstanding Alumni Award: The Faculty of Education’s Outstanding Alumni Award is presented annually in recognition of exceptional contributions of Faculty of Education alumni to enhance the reputation of their former academic unit through their outstanding career, public service, community service or academic achievements. A call for nominations will be sent to Faculty of Education alumni. The Vice-Dean and Faculty Secretary, A. Samson will chair the selection committee and make recommendations to the Dean on the nominees.
In the coming weeks, the Dean will be meeting with various members of the Faculty community: representatives of student associations, Program directors, administrative personnel, etc. He will also be visiting the Faculty’s campuses in Toronto, Windsor, as well as Kitigan Zibi, etc.

The Faculty Assembly took place this morning, January 20, 2017. Priorities and suggestions were presented by the Dean as well as the work to be done to attain these priorities. One of the main priorities will be to redefine the Faculty Mission which is outdated. A strategic plan also needs to be developed. A matrix with 3 components: program, services, research, as well as various partnerships and other priorities was presented at the Faculty Assembly (see attached). Strategy for the future will address the following priorities: francophonie, indigenous, international and urban. Various working groups will be set up to consult with the Faculty community and come up with a draft in the coming weeks and months.

Budget: The budget situation of the Faculty was presented to the Assembly. A plan with measures to decrease the deficit was proposed to the Central Administration. A 3-year plan to be submitted at the end of March 2017 is being drafted. The Executive Committee has approved the creation of a steering committee composed of: R. Barwell (Dean), C. Morin (CAO), B. Graves (VD Program) and E. Duplaà (for the Executive Committee). The committee met last week to collect ideas from key people at the Faculty and come up with an action plan to reduce the deficit and increase revenues. Temporary Measures for the pre-approval of expenses will soon be sent to all Faculty members.

b) Barbara Graves, Vice-Dean, Programs

The courses schedule is being prepared for distribution to the professors who will be able to choose their course by Monday, January 23, 2017.

   i) Nathalie Bélanger, Director Graduate Studies, Francophone Sector
      a) The courses schedule will be finalized this week. Congratulations to the
         team of the secretariat who worked hard, with the director, to reduce the
         number of classes with low enrollment;

      b) The new SIS is not working properly; therefore, students cannot accept
         their program offer on line. For the moment, the personnel manages each
         case manually;

      c) Thanks to the Dean and the CEO for moving the graduate studies secretariat
         back to Lamoureux Hall;

      d) The program offered at graduate level should be more consistent with the
         needs of the student population. For this reason, the francophone sector is
         undertaking a study of the school boards’ needs. The program could also
         benefit from more advertisement. The director will be in Toronto next week
         to promote the French program;

      e) The Faculty should ensure its supervision capacity before accepting new
         students at the Masters and Ph.D. level.
ii) Ruth Kane, Director Graduate Studies, Anglophone Sector
   
a) This year there will be a decrease in the number of sections for graduate studies as we have reviewed the registration patterns and have deleted 7 sections where courses have consistently failed to attract up to 10 students. We will need to monitor registrations as we move into the next year to ascertain if there are enough sections and variety available to students.

b) The directors had a very productive meeting with the working party on Health Professions Education. It is clear from student and professor feedback that health professionals seek online programs. Katherine Moreau is submitting an application for funding to support putting the HPE program (French and English) totally online with a focus on client / patient voice in health education. We had requested a LTA to assist with this but have been informed that the Faculty has its quota of LTAs.

c) A small survey was conducted among graduate students on what would be their preferred course schedule; the most popular slot was 5:30 to 8:30pm. However, they would like to have more online classes.

iii) Phyllis Dalley, Director Formation à l’enseignement
   
a) A delegation of professors will be going to Kitigan Zibi next week; there are still a few seats available for those who want to join.

b) The direction met with professors teaching didactiques primaire, moyen et secondaire separately. One important observation is that we need to find new ways to sell the program.

c) A working group is addressing the problem of the shortage of teachers. The key elements to be highlighted are:
   - Integration of immigrant teachers: the Faculty could use the Coopérative Enseignants Pas A Pas (CEPAP), a non for profit organization, to mentor the students from migrant backgrounds and facilitate their integration;
   - Shortage at the substitution level;

d) New partnerships with Switzerland and Morocco are to be explored;

e) The new D2L platform is still not operational for 2 campuses. Training is being planned.

iv) Nicholas Ng-A-Fook, Director, Teacher Education
   
a) A letter was sent to all regular professors of the Faculty with information on Year 1 and Year 2 Course offerings (see attached). The changes in the schedule will help to eliminate the compressed schedules that were in place at the Faculty for the past two years.

b) In terms of budget, the Teacher Education program will take a closer look at the expenses incurred.
c) **Stéphane Lévesque, Vice-Dean, Research**
   
a) A memo was sent to Faculty of Education professors on the impact of budget freeze on assistantship: up until the end of the present budget year (April 30, 2017), only University scholarship students who have not met their maximum hours are eligible for assistantship offers which are financed by the Faculty. Assistantships financed by personal research funds or external research funds are not affected by this directive.

b) Individual memos will be sent to professors with the name of the students they supervised and the number of hours of assistantship completed. The students will then be paid for the remaining hours;

c) Professors will be invited to contribute to the Research Strategic planning before its presentation to the Office of the Vice-President Research at the end of May 2017;

d) The deadline for submitting a proposal to the Research committee is February 1st, 2017. Proposals will be evaluated but no funds will be allocated until the adoption of a new budget.

e) The deadline for internal and external funds request is fast approaching. Four proposals have been submitted as well as one CFI (for new teacher);

f) The Librarian is working on compiling articles on digital literacy as well as a survey on the software NVivo.

d) **André Samson, Vice-Dean and Faculty Secretary**
   
a) The scholarship committee will have to evaluate 14 SSHRC-MA applications (this is the same number as last year); 52 OGS applications will be reviewed in February (10 more than last year). The quota for OGS will be communicated to us soon.

b) The *Airlie Foundation Scholarship* was allocated ($5000);

c) The process for allocating external scholarships will begin soon;

d) One allegation of fraud at the undergraduate level, in which two students were involved, was received at the Dean’s office. A committee will work on that case;

e) One allegation of fraud at the graduate level was transferred to the Faculty following the dissolution of the FGPS. The recommendations of the Committee of Inquiry will be presented to the Executive Committee of the Faculty of Education for confirmation;

f) A professor was filmed without his knowledge and approval. The University does not have a guideline on this; however, it is suggested that professors include in their course outline whether they allow their students to record their class or not. A note will be sent to the professors.
e) **Students**

i) **K. Turner/J. Weber – Graduate Studies**

a) The association held its first meeting on January 19; about 20 students from different programs were present. Several activities will take place during the winter session, including a counselling panel for the students who will be doing practicum. A series of conferences is planned as well as different workshops on writing of theses and on ethics.

b) There is a new Editorial Board for the student’s newsletter. A new edition will be published soon.

c) The mentorship program is ongoing; however, identifying the new students is not easy.

d) J. Weber on behalf of the JPDS 2017 Organizing Committee: No official decision has been made yet as to whether the 2017 Jean-Paul Dionne Symposium and Research fair will take place over one or two days, however we are operating under the assumption that it will be one day, March 2, 2017.

ii) **E. Akpo – Undergraduate Studies – *Formation à l’enseignement***

a) The Executive committee of the Student Association meets once a week; the Students’ Representatives Council meets every other week.

b) A multicultural dinner was organized in November at the Resource Center; another event was organized in December.

c) During the Holidays the Association has worked on a modification of the constitution.

d) Elections are being prepared to renew the Executive Committee; the campaign will be from February 1 to February 9, with elections day being February 9. This year the entire campaign will be done online or by video.

iii) **A. Carter – Undergraduate Studies – Teacher Education**

a) The Faculty of Education Student Association holds monthly Council meetings for the B.Ed. program.


c) The Formal being organized by FESA is scheduled for March 10 and will be held at Sala San Marco for B.Ed students but is open to all Faculty of Education levels.

d) The ASTCC under the direction of Tracy Crowe is organizing the annual student teacher conference April 25-26 (two days of workshops followed by a practicum class on the third day) [www.astcc-uottawa.weebly.com](http://www.astcc-uottawa.weebly.com).
f) **Report of the Equity Committee (Peter Milley)**

Peter Milley, Chair of the Equity Committee, made a presentation on the realisations of the Equity Committee for 2015-2016. The main activity of the committee has been to review the existing policy which dates back from 2003, amended on February 18, 2005. It is being reviewed by comparing it to what is done in other Universities. The strategy has evolved over time and things are moving very fast. A new policy has been drafted and feedback was received from Carole Bourque (title) who says that the new policy should reflect more diversity and inclusion and move beyond equity. A final version (French and English) will be approved by the Faculty Council at its next meeting.

g) **Financial Situation of the Faculty (Céline Morin)**

This item will be discussed at the next Faculty council.

**5.05 Other Business**

Community clinic in Counselling: One (1) of the three (3) internships will be reserved for one (1) student in the French concentration. In the past, all three internships were English speakers and no service was available in French. The francophone community will be better served in the future.

**5.06 Next Meeting**

February 17, 2017