Minutes

8.01 Adoption of the Agenda
By resolution duly proposed and seconded, the agenda was unanimously adopted with the addition of the following item under 8.04 of the agenda under New Business:

d) Graduate Students concerns.

8.02 Adoption of the Minutes of the Faculty Council of December 18, 2015
By resolution duly proposed and seconded, the minutes are unanimously adopted.

8.03 Business Arising from the Minutes of the December 18, 2015 Faculty Council
Faculty of Education’s Outstanding Alumni Award:
André Samson will be the chair of this committee.

Measures to be put in place in order to encourage students’ retention and graduation rate:
The Dean has drafted a document that will soon be shared with the members of the Council.

8.04 New Business
a) Presentation by Charles Fillion, Director, Alumni’s Relations Office, and Marc Villeneuve, Executive Director, Development Office
The University of Ottawa has more than 200,000 alumni. The role of the Alumni’s office is to develop and maintain a relationship between the University and its alumni. Several events are organized every year in that regard.

The Faculty of education has launched its Alumni’s Outstanding Award in honor of the 1966 graduates (50th anniversary). The Development Office will provide the Dean with a list of the biggest donors to be invited in the upcoming events.
b) Long Term Appointment – Part-Time Professors – Support Staff

LTAs, part-time professors and the Support staff are not represented in the Faculty Council. More work needs to be done in order to have a clear understanding on how to add new members in the context of the Bylaw 1 and various collective agreements.

As for the librarian, it is agreed upon that she should be part of the Faculty Council, as a special guest.

**Motion:** that the librarian be invited to participate in the Faculty Council, on a regular basis, with no right to vote.

Proposed by: P. Dalley
Seconded by: S. Lévesque.

In favor: 11
Against: 0
Abstention: 2

c) Election of a New Member to the Research Committee

David Guillemette, being the only candidate, was elected by acclamation.

d) Graduate Students Concerns

- The students’ representatives in the Faculty Council have expressed their concerns that, because the association does not have a presence on main campus, they are facing several problems: there is no visibility at Lees; their work space is not appropriate and, because of this situation, they are losing their advocacy vocation – they cannot be efficient in helping the students. They need to be able to hold regular events for their members.

The Dean promised to provide them with a space at Lamoureux as soon as the New Ressource Center moves.

- It was brought to the attention of the GSA that some graduate students are not being paid by their supervisors for the work done. It is recommended that these situations be dealt with on a case by case basis. Several suggestions were made:

  - Discuss the situation with the people involved, invite a 3rd party if necessary
  - Keep confidentiality in order not to ruin relationships;
  - At the beginning of the year, encourage the students to know their rights;
  - Students could also speak with their director.

- Financial support structure

  - The students have reported a backload of work at the end of the school year;
  - There is a cash flow problem: it is difficult for the students to wait until the end of the year to cash the funds in.

The Faculty is working on a number of ways to address this problem. However, we are aware that there is more to be done. A meeting with the directors will be held next week to improve the letter that goes to the students at the beginning of the year and which includes information on installment and scholarships.
Additioanal steps will also be taken to help the students: there will be a meeting to clarify the hiring process; the admission process is being revised; students will be paired from the beginning with a professor and verification will be made with professors to determine if they have sufficient funds to hire students.

However, the Faculty reminds the students that it is their responsibility to apply for the jobs that are available. No mechanism on pre-payment can be put in place since it is not in the Collective Agreement.

Conclusion: the Faculty is aware of the problems the Graduate students are facing and encourages the supervisors to help them find a position or an assistantship, based on the apprenticeship model.

8.05 Reports

a) Raymond Leblanc, Dean

1- On June 18, 2016, the Faculty will award a joint honorary doctorate to Jeffrey Kottler, from the University of California. His expertise is Students’ well-being. Because of his loaded agenda, Mr. Kottler will not be available for a lecture. Therefore, a 5 to 7 wine and cheese will be held at Café Écolo where he will deliver a short speech followed by a Questions & Answers period.

2- The Chinese project is being finalized. 35 Chinese students will be coming from May 23 to August 23, 2016. D. Fleming has the leadership of this project. PH.D. students will be in charge of the training sessions.

3- Another project with students from diverse regions in China is being analyzed. More than 19 people are interested so far. A MOU with this organization is being reviewed and the agenda will soon be ready to be presented.

4- The contract with Intrafinity is being finalized. The Faculty still has to reach an agreement with the firm on where the system will be located. If the contract is signed in the coming days, the system will be operational soon.

5- There is an ongoing discussion with regard to the establishment of a francophone University in Ontario. Different institutions such as Glendon College and Collège Boréal in Toronto could be the lead.

6- A hiring plan was established with the Vice-Deans and the program directors: 7 positions to be filled (on a total of 20 vacant positions) – 3 before Christmas; 4 after Christmas. In order to present a good strategic plan to M. Laurier, Vice-President Academic, the Faculty has to identify its most urgent needs.

b) Nick Gazzola, Vice-Dean and Faculty Secretary

1- Two new plagiarism cases were sent to the Vice-Dean’s office. The both students chose the accelerated process.

2- The Donors and Scholarships Recipients’ Gala will be hosted by the new Vice-Dean, Professor A. Samson. The date will be confirmed shortly and will be close to the date of the General Assembly, which is scheduled for June 17.
3- Some changes have been made in the criteria of a few scholarships as a result of the two-year B.Ed. program. For example, the Suzanne Wright Memorial Scholarship and the Sharon Cook Award will now be offered to second year students only.

4- The faculty’s quota for the International Admissions Scholarship is one (1). The faculty can decide whether to award it to one student or to split it in two and award half a scholarship to two different students. The Admissions Committee decides who is awarded this scholarship.

5- The Scholarships Committee has completed all evaluations for the graduate scholarships. The Vice Dean and Faculty Secretary provided an update of both the graduate scholarships and the internal scholarships and circulated a table with the breakdown. A final table will be circulated at the next Faculty Council meeting.

6- An election to replace two members of the Faculty Teaching Personnel Committee is currently underway. Seven professors have submitted their candidacy.

7- Elections for the Faculty Council membership as well as the committees of the Faculty Council will take place in the coming weeks.

c) Barbara Graves, Vice-Dean, Programs

1- No programs can be implemented until 2018 because of the new SIS. Any new changes will begin to take effect in 2018.

2- The Faculty is in the process of meeting its targets for the B.Ed mode alternative online program: 117 admission requests for 20 available spots.

3- The Ministry of Education just launched a program promoting French Language B.Ed at Ottawa University and Laurentian University.

4- Graduate Studies have received fewer applications this year than last year; however, more offers were made so far.

d) Stéphane Lévesque, Vice-Dean, Research

1- The Jean Paul Dionne symposium was a success; good participation. The research fair was one of the best. The model for the symposium will be revised next year with the partners.

2- A memo was sent to all professors regarding UNIWeb training – 6 assistants were hired to help professors migrate their CVs in UNIWeb.

3- The Office of the Vice-President Research has approved a transition funds for researchers who were classified as a 4a in the tricouncil grant application. The faculty and the University will provide some bridge funding to help them improve their application provided that the verdict came within the last 2 years.

Several awards will be granted this year:

- Administrative Personnel Award
- Part time Professor Award
- Researcher of the year Award
e) **Students**

*On the social side:* a benefit concert was held for the Ottawa Center Refugee Action; an amount of $1,000 was collected.

*Academic side:* 5 workshops were organized for the graduate students. The student’s journal will be published soon. There will be an event for the «mois de la francophonie»: 10 people have already signed up.

A writing group will be launched soon.

Over 60 students were presenters at the Jean Paul Dionne symposium over 2 days.

### 8.06 Minutes of the March 7, 2016 Executive Committee Meeting

None.

### 8.07 Other Business

None.

### 8.08 Next Meeting

April 8, 2016