



Faculty of Education

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**REGULAR MEETING OF THE FACULTY COUNCIL, FACULTY OF EDUCATION**  
**TUESDAY, FEBRUARY 1<sup>st</sup>, 2022, 12:30 P.M.**  
**VIA WEBEX CONFERENCING**

**AGENDA**

- 1. Approval of the Agenda**
- 2. Approval of Minutes of Previous Meeting**
  - 2.1 Approval of Minutes of December 7<sup>th</sup>, 2021 [attached]
- 3. Business Arising**
- 4. New Business**
  - 4.1 Emergency Supply Teaching Plan
  - 4.2 Update on Return to Campus
  - 4.3 Alignment of Graduate Internship, Project and Paper-folio options across Program areas
  - 4.4 CITL Call for Web Course Development/Redevelopment
  - 4.5 Update on Staffing Changes
  - 4.6 Update on Academic Unit Planning
- 5. Correspondence**
- 6. Reports of Committees**
  - 6.1 Nominating Committee
  - 6.2 Committee on Undergraduate Studies

- 6.3 Admissions Committee
- 6.4 Research & Development Committee
- 6.5 Graduate Studies Committee
  - 6.5.1 Post-Secondary Studies and Graduate Diploma in Post-Secondary Studies (Health Professional Education) name change (attached)
- 6.6 Doctoral Studies Program Committee
- 6.7 Committee on Ethics in Human Research

**7. Dean (*pro tempore*) Report**

**8. Associate Dean's Report – Undergraduate**

**9. Associate Dean's Report – Graduate**

**10. Reports from Representatives from other Councils**

**11. Other Business**

Secretary  
Faculty Council, Faculty of Education

Attachments (5)

**REGULAR MEETING OF THE FACULTY COUNCIL, FACULTY OF EDUCATION**  
**TUESDAY, DECEMBER 7, 2021 AT 12:30PM VIA WEBEX CONFERENCING**

Chairperson: Dr. Gerald Galway

Attendees: K. Anderson, C. Badenhorst, A. Coombs, R. Crossman, J. Delaney, A. Doyle, T. Edmunds, E. Furey, D. Gill, G. Harris, J. Hoben, N. Hurley, R. Joy, D. Kelly, R. Kelly, U. Kelly, M. Kondratieva, S. Lewis, X. Li, K. Maich, G. Martin, H. McLeod, A. Moghaddam, P. Phillips, L. Redmond, J. Rodway, S. Ryan, M. Stordy, K. Szego, E. Wade, G. Young.

Regrets: M. Gardner, C. Walsh

The Chair acknowledged *that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

1. **APPROVAL OF AGENDA**

It was **moved** by Dr. Mary Stordy, and **seconded** by Dr. Walter Okshevsky, that the Agenda be accepted as circulated noting the addition of 4.3 – Change in graduate tuition fees.

**CARRIED.**

2. **APPROVAL OF PREVIOUS MINUTES**

It was **moved** by Dr. Heather McLeod, and **seconded** by Dr. Jerome Delaney, that the previous Minutes be approved as circulated with the editorial to the attendees to include Dr. Kati Szego.

**CARRIED.**

3. **BUSINESS ARISING**

3.1 Graduate admission update for winter 2022

Dr. Rhonda Joy provided an update on the graduate admissions offers for winter 2022 indicating that most offers went out before registration for graduate courses opened. She thanked members for their speedy response to the shortened admissions review timeline.

4. **NEW BUSINESS**

4.1 Primary/Elementary 1<sup>st</sup> degree calendar change

It was **moved** by Dr. Leslie Redmond, and **seconded** by Dr. Jerome Delaney, that the Primary/Elementary 1<sup>st</sup> degree calendar change be approved as circulated.

Dr. Edith Furey and Mr. Garrett Martin presented the proposed changes to the Primary/Elementary 1<sup>st</sup> degree program as circulated. Discussion ensued before going to a vote. There was one abstention noted.

**CARRIED.**

4.2 Course calendar changes (attached)

It was **moved** by Dr. Edith Furey, and **seconded** by Dr. Sharon Penney, that the course calendar changes be approved as circulated.

**CARRIED.**

**4.3 Change in graduate tuition fees [added agenda item]**

Dr. Gerald Galway shared the School of Graduate Studies minimum expense form link that reflects the change in graduate tuition: <https://www.mun.ca/sgs/MinimumExpense.pdf>. The tuition for a M.Ed graduate program is now \$12,000 for Canadian students, plus fees. Dr. Galway noted that while this is a significant increase, tuition is still remaining below the National average. He noted that this change doesn't impact students on the thesis route. Students who are currently enrolled have until August 2024 to complete their program at the current tuition rate. Special fees are still in effect. He reported that we will need to prioritize marketing to focus on enrolment.

5. **CORRESPONDENCE**

There was no correspondence circulated.

6. **REPORTS OF COMMITTEES**

**6.1 Nominating Committee**

There was no report presented.

**6.2 Committee on Undergraduate Studies**

There was no report presented.

**6.3 Admissions Committee**

There was no report presented.

**6.4 Research & Development Committee**

There was no report presented.

**6.5 Graduate Studies Committee**

There was no report presented.

**6.6 Doctoral Studies Program Committee**

There was no report presented.

**6.7 Committee on Ethics in Human Research**

There was no report presented.

**7. DEAN *pro tempore* REPORT**

The Dean's report was presented by Dr. Gerald Galway as attached.

**8. ASSOCIATE DEAN'S REPORT- UNDERGRADUATE**

The Associate Dean – Undergraduate report was presented by Dr. Edith Furey as attached.

**9. ASSOCIATE DEAN'S REPORT- GRADUATE**

The Associate Dean – Graduate report was presented by Dr. Rhonda Joy as attached.

**10. REPORTS FROM REPRESENTATIVES FROM OTHER COUNCILS**

There were no other reports presented.

**11. OTHER BUSINESS**

There was no other business presented.

**Adjournment**

Motion to adjourn by Dr. Edith Furey. Council adjourned at 2:07pm.



**Faculty of Education**

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January 27, 2022

TO: Secretary, Faculty Council, Faculty of Education  
FROM: Committee on Graduate Studies  
SUBJECT: **Documents for Consideration at Faculty Council**

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The Committee on Graduate Studies has approved the following item and now forwarded to Faculty Council for consideration.

Post-Secondary Studies and Graduate Diploma in Post-Secondary Studies (Health Professional Education) name change.

Thank you.

A handwritten signature in black ink, appearing to read "Alireza Moghaddam".

Dr. Alireza Moghaddam  
Chair  
Committee on Graduate Studies

/jk

attachments

Name change: Master of Education - Post-Secondary Studies

Proposed title: Master of Education - Post-Secondary **Education**

### **Rationale**

It is proposed the title of Post-Secondary Studies be changed to Post-Secondary Education to better reflect the current terminology used to describe this area of study.

Name Change: Graduate Diploma in Post-Secondary Studies (Health Professional Education)

Proposed title: Graduate Diploma in Post-Secondary **Education** (Health Professional Education)

### **Rationale**

The program group wants to ensure the diploma names are aligned within the program area.

## Dean's Report December 7, 2021

### 1. Academic Unit Planning

The Academic Unit Planning (AUP) process continues to move forward at the Faculty of Education. The AUP Working Group (AUPWG) has held two meetings and its members have been busy reviewing guiding documents and planning their work.

An initial priority of the AUPWG will be the conducting of consultation meetings with faculty and administrative staff. Consultation sessions with faculty program groups and administrative staff groups will be held over the course of the next two months with the intent to hold a few sessions before the holiday break.

These sessions will provide opportunity for all faculty members and staff to become involved in the AUP process and to contribute to the way we want to construct our faculty over the next planning cycle.

The sessions will be semi-structured in nature with some scripted questions and themes provided to guide the discussion, but they are intended as a means for everyone to reflect upon our past work and to offer thoughts on what we want to accomplish within the next several years.

A guiding document for the consultation process will be distributed to all faculty and staff in advance of scheduled consultation sessions.

Members of the AUPWG 2021-2022 include:

- Saiqa Azam, Faculty Representative
- Cecile Badenhorst, Faculty Representative
- Brianna Bishop, Undergraduate Student Representative
- Edith Furey, Associate Dean, Undergraduate Programs
- Gerald Galway, Dean (pro tempore)
- Jillian Gosse, Academic Program Administrator
- Sana Jamil, Graduate Student Representative [Absent]
- Rhonda Joy, Associate Dean, Graduate Programs and Research
- Sarah Lewis, Senior Administrative Officer
- Xuemei Li, Faculty Representative (Late)
- Garrett Martin, Manager, Academic Programs
- Jim Tuff, Coordinator, Academic Unit Planning

### 2. Staffing:

We have some additional staffing changes. Sheri Roberts will be moving to a new career outside the university and will be leaving at the end of January. I want to



thank Sheri for her many years of service to the Faculty. We are recruiting for a new Internship Coordinator to begin as soon as possible.

Helen Manning will be retiring this month and a new staff member has been recruited (Sonja Power). Sonja will begin immediately upon Helen's retirement. I wish to thank Helen for her outstanding service to the Faculty.

We will also be adding another academic advisor (in addition to Jill and Darlene) in the academic programs' office. There will be two additional staff (one of whom will replace Andy) and this will position the Academic Programs Office with a net increase of one staff member.

Lisa Charlong will be moving from half-time to full-time, at least until March 2023.

### 3. Scholarships and Awards:

Given the focus of the university on recruitment and retention I wish to update Faculty on enrolment planning. This is a priority for the university and last week the leadership team were asked to make a presentation to central administration on our plans for recruitment and retention. Our work on enrolment planning is intended to ensure robust recruitment efforts so that our application pool remains strong (despite the increases in tuition and fees both at the undergraduate and graduate levels).

One of our foci has been to improve financial support to students and we have been doing some work in trying to introduce some incentive funding for applicants and reposition some of our scholarships and awards as admissions scholarships.

In November we distributed over \$88,000 to 51 undergraduate students. As well, for the 2022 academic we have been able to identify some additional incentive scholarships for applicants to pre-service programs for September 2022. That will be publicized on our social media channels and in our meetings with prospective students. There will be 20 targeted scholarships of \$2000 each to respond to demands in certain key areas (linguistics/reading, mathematics, physics and chemistry, as well as French). This will bring our scholarships and awards for this academic year to almost \$130,000.

### 4. Building Changes:

I would like to mention some important building improvements that will take place over the coming year and that will have a positive impact on our programming and research capacity and administrative operations.

We have cleared the multiple layers of approvals required to begin work on our new music education suite and a planning meeting has been held with Faculty management; so we can expect some activity on the renovations in the new year.

We are also making some minor changes in footprint of the academic programs office to make the operation more efficient. This should be proceeding in winter semester.

There are also plans to extend the Tech Ed lab to include two former offices across the hall and convert them to a “clean lab” for certain fabrication activities that need to take place in a clean space.

5. Upcoming Events:

- a. Dean’s awards are coming up this Thursday in the McCann Centre. I hope as many people as possible can come for this ceremony where we will recognize outstanding teaching, research and service.
- b. On the 15<sup>th</sup> of the month we’ll be holding a Dean’s Holiday reception in the Teaching and Learning Commons at 10:00 in the morning....and we’ll be sending out an invitation for this today.
- c. And then on the 16<sup>th</sup> at 1:00pm the social committee will be hosting our annual holiday luncheon, again this year at Clovelly Trails

I hope everyone who can will come out and attend one or more of these events as we close out the calendar year and transition to a well-deserved break.

6. A couple of items of good news:

Congratulations to Dr. Kirk Anderson on being named as University of the Arctic Chair in School Effectiveness and School Improvement.

Our *Researcher of the Month* is Dr. Karen Goodnough. You can view her research profile on our website. Congratulations Karen and thanks to Lisa Charlong for leading this initiative.

Dr. Jeff Crane’s cross appointment to the Faculty of Education has been ratified. Welcome Jeff.

Dr. Kondratieva’s extension to her joint appointment for an additional three years has also been ratified.

Finally, congratulations to Dorothy, Joelle, Lisa, and Sylvia and the other organizers and speakers for your roles in putting off the Two Eared Listening Conference earlier in the month. It was a great success and a credit to everyone involved.

7. Dr. Furey:

I’ll just finish by saying that Dr. Furey will be leaving her position as Associate Dean at the end of the calendar year and I would like to extend my personal best wishes to Edith as she leaves administration. Edith has really been instrumental in spearheading a number of initiatives, including the Nunavut Arctic College work,

which was a massive undertaking. I want to thank Edith on behalf of the Faculty. The work of the Undergraduate Office can be challenging and difficult and I appreciate her stewardship over the undergraduate portfolio over these past four years.

G.Galway,  
*Dean, (pro tempore)*

**Associate Dean of Undergraduate Programs  
Faculty Council Report  
December 7, 2021**

1. **Grades Fall 2021 Semester.** Please contact Garrett Martin, Manager of Academic Programs, if you have any questions regarding interventions, supports and procedures for students who have difficulty finishing their fall courses.
2. **Winter 2022 Semester Planning.** Most of the per course appointments have been filled. All contractual hirings have been completed. Please refer to Memorial University's calendar diary for important dates when planning winter course outlines.
3. **Expanding our French Teacher Education Courses.** Ongoing committee meetings have been held to review the nature of courses in French teacher education programs across the country.
4. **Calendar Changes.** Calendar changes related to aligning our Primary/Elementary First Degree with our Primary/Elementary Second Degree as well as new and revised special education courses will be shared at our upcoming meeting with faculty.
5. **Professional Development Day.** On November 12<sup>th</sup> our intermediate/secondary preservice teachers attended a wonderful professional day organized by NLESD.
6. **Mental Health and Awareness for Teachers.** Preliminary conversations have begun to offer professional development in the area of mental health and awareness for teachers.
7. **Upcoming Faculty Forum re Teaching & Learning Framework.** Planning is underway with Kim Myrick and Pam Phillips of CITL to offer a faculty forum in December or January to revisit Memorial University's Teaching & Learning Framework (2018-2023).
8. **Inclusive Education Diploma.** Registrar of Teacher Certification met with special education faculty to discuss the implications of certification on the proposed undergraduate Special Education Diploma.
9. **Undergraduate Enrollment Planning.** A meeting was called on November 28 by Dr. Florentine Strzelczyk, Provost and Vice-President (Academic) to discuss undergraduate enrollment planning in the Faculty of Education as well as strategies to improve recruitment and retention.

**10. Academic Unit Plan Meetings.** Jim Tuff, Coordinator of Academic Unit Planning, has been providing regular updates and seeking feedback at our executive team meetings. He has populated the Bright space shell with relevant resources.

Once again, I would like to thank you for your ongoing support throughout my term as your Associate Dean, Undergraduate Studies.

Respectfully submitted,

Edith Furey

**Associate Dean of Graduate Programs and Research  
Faculty Council Report  
December 7, 2021**

1. **Admissions delay:** A BIG Thank you to everyone for your cooperation in the quick turnaround time of application decisions. I know everyone is extremely busy and really appreciate the support. With the help of SGS we were able to make offers to most students in time for them to register.
2. **Acceptance under a specific route:**
  - a. During the admission process program groups SHOULD consider resources when accepting students to routes other than course route.
  - b. Groups may also wish to consider the suitability of students applying to the internship route. We have had some students without Education UG degrees applying for internships and this may create issues on a number of levels (as discussed).
  - c. International students whom you have accepted to your program will be offered a deferred admission date of **one year away due to visa issues** etc.

**Note:** course route students wishing to switch another route requiring supervision must secure a supervisor first **before** the office will accept the form.

3. **Fellowship funding** increases will come into effect in April 2022.
4. **Tuition increase: All routes, except thesis route, are impacted by tuition increase. It will now cost all students (except thesis/research) \$12,000 in tuition for a masters. Special fees still apply to the RDI MASTERS program. The diploma programs are NOT impacted.**  
**UPDATE: The RDI masters program WILL NOT be impacted by the tuition increase.**
5. **Counselling Psychology program.** The CP group has been busy working out the details of their revised program and hopes to present it to FC in the new year.
6. **Grants Facilitator**
  - a. **Upcoming Grants:** Please check the website and emails re: deadlines and extensions. Lisa has updated the website calendar to include upcoming deadlines.
  - b. **Promoting Research in the Faculty.** We are trying to find a way to collect information on research in the faculty. We are open to suggestions but in the meantime, I would ask if you would like to promote your research that you **submit the research portion of your activity report** to Lisa and she will develop/add to the profile.

- c. **Research Week:** Faculty of Education Research Day (Thursday, November 25) was a success with Chief Misel Joe as the guest speaker and researchers from other faculties sharing their research with one another.