

**Planning and Research Committee**  
**Faculty of Humanities and Social Sciences**  
**Minutes of Meeting**  
**Thursday, December 15, 2022, 9:30 a.m.**  
**Room AA5014, and via Webex**

A meeting of the Faculty of Humanities and Social Sciences Planning and Research Committee was held Thursday, December 15, 2022, 9:30 a.m. The following members were in attendance, with J. Geck as Chair:

V. Forbes, Archaeology	G. Kundhi, Economics	L. Swiss, Dean's Office
J. Geck, English	M. Milner, GFO	K. Totten, Folklore

Guest: H. O'Brien, GFO

Regrets: C. Thorne (for semester), N. Welch

Absent: MUNSU Rep

**1. Approval of the Agenda**

Agenda was approved as presented.

(Moved/Seconded: V. Forbes/K. Totten) Carried.

**2. Approval of Previous Meeting Minutes**

Minutes of Meeting for November 17, 2022 were approved as presented.

(Moved/Seconded: V. Forbes/K. Totten) Carried.

**3. PRC Mandate/Constitution and By-laws**

V. Forbes presented a draft revision of the by-laws for review and discussion (no voting at this time). Suggestions were made for additional changes and after some discussion it was decided this would need to be revisited for further discussion and updates.

**4. Communications Platforms for Committees (Ongoing)**

M. Milner advised that there have been discussions held for information gathering on processes, problems, structure, and training. L. Swiss indicated the Dean's Office is having a meeting with the CIO office and will bring forward the issues and concerns raised. It was suggested to request a Team's Site for this committee and to also put a request to Faculty Council for formal training for Faculty and admin staff. It was decided the PRC subcommittee would prepare wording for a motion to present to Faculty Council in this regard. Dr. Swiss will request a Microsoft Teams site for PRC.

**5. Research Challenges Survey Results (L. Swiss)**

The raw data survey results, included with meeting package, was reviewed. Dr. Swiss asked that written comments from PRC members be forwarded to him directly. All comments and feedback will be compiled and reviewed at January meeting. PRC will report back to Faculty Council in early 2023.

**6. Austerity Measures (i.e. increase of course caps)/faculty view of Research (C. Thorne)**

J. Geck brought forward this item (on behalf of C. Thorne) for opening a discussion at PRC about what the committee can do within the constitution and by-laws on clarifying definition of research and communications to the Dean's Office about the priority research should have within the faculty. This is related to recent statements from the Dean during last Faculty Council involving increasing course caps/measuring against active research and research

productivity. It was decided that this item would be placed on the agenda for meeting in January (when C. Thorne is expected to return).

**7. Other Business**

-It was discussed and agreed that a new item, “ADR Update”, would be included as a continuous item for future PRC meetings.

Meeting adjourned at 10:40 a.m.  
Next meeting: Thursday/January 19, 2022, 9:30 a.m.