

Planning and Research Committee
Faculty of Humanities and Social Sciences
Minutes of Meeting
Thursday, January 27, 2023, 2:00 p.m. (via Webex)

A Special Meeting of the Faculty of Humanities and Social Sciences Planning and Research Committee was held Thursday, January 27, 2023, 2:00 p.m. This Special Meeting was called to discuss deferred Agenda items 4-11 from January 19, 2023 meeting. (A copy of January 19, 2023 Agenda is attached.) The following committee members were in attendance:

J. Geck, English	M. Milner, GFO	K. Totten, Folklore
G. Kundhi, Economics	L. Swiss, Dean's Office	N. Welch, Linguistics
Bruce Marsh, MUNSU		

Regrets: V. Forbes, Archaeology

L. Swiss opened the meeting to inform members that C. Thorne resigned from this committee. His resignation letter was issued directly to the Dean and was accepted. J. Geck was installed as committee Chair. (Moved/Seconded: L. Swiss/N. Welch) Carried. J. Geck Chaired the remainder of the meeting beginning with Agenda item 4 from January 19, 2023 Agenda.

4. PRC Mandate/Constitution and By-laws

M. Milner presented the current revision document which was reviewed. It was noted that committee members working on these amendments are V. Forbes, M. Milner, N. Welch, and C. Thorne. M.M. to confirm if C.T. wishes to remain involved.

Items being removed from PRC responsibility are related to academic planning, curriculum, pedagogy, and undergraduate scholarships and awards. These responsibilities would be referred to the Curriculum and Programs Committee as they should fall under that committee. CPC would need to review, which may initiate an amendment to the CPC by-laws.

It was re-stated there is a requirement that any proposed amendment to the by-laws must be submitted in writing and circulated to all voting members of Faculty Council not less than 21 days prior to the next scheduled meeting of the Faculty Council. Faculty Council meetings are scheduled for the 1st Wednesday of each month.

5. Communications Platforms for Committees (Ongoing)

Memorial is currently doing a soft launch of Microsoft Teams across the university, which means it is being put out slowly with some restrictions on access. ITS is still working issues, including naming site conventions and committee members having access to set up sites and channels within Teams. A Microsoft Teams site has been set up for PRC. The committee Chair and recording secretary will meet to discuss best practices, structure, and organization of the site. Future meetings of PRC will be on Teams.

6. Research Challenges Survey Results (L. Swiss)

The meeting originally scheduled for January between the Dean's Office and Finance to discuss some of the issues was cancelled by Finance. Contact has been made to re-schedule. An update will be provided after a meeting with Finance has been held.

7. Austerity Measures (i.e. increase of course caps)/faculty view of Research

J. Geck brought up the issues that were originally sent by C. Thorne in December 2022:

- More pressures on ASM time and research is suffering
- Reduced or stagnant funding opportunities and limitations to research
- Higher teaching loads if not performing research or research is not progressing

It was noted the PRC is well placed to discuss these issues. We can reach out to faculty council members and work on any other issues raised. We can make recommendations to faculty council on behalf of faculty, but not necessarily needing formal motions on differing views of research.

Due to time constraints, it was decided to hold further discussion at a later date.

8. Research Catalyst Awards (RCA) Adjudication (L. Swiss)

RCA submission deadline was originally Monday, January 30th. This will be extended if there is a labour disruption. PRC (or a subcommittee of PRC) will adjudicate the award. Details on the composition of the adjudication committee are still to be finalized, and those discussions can take place via email. The Nexus Centre Director, Dr. Cote, has volunteered to be a member of the adjudication committee. The GFO's do not sit on adjudication committees, so both H. O'Brien and M. Milner should not be copied on any adjudication communications.

V. Forbes had previously notified PRC she would recuse herself from any discussions on the RCA since she will be submitting an application for the award.

9. Process/Operating Procedure for Henrietta Harvey/George Story Distinguished Lectureships (M. Milner)

In the interest of time, M. Milner deferred this item to a future meeting.

10. ADR Update (L. Swiss)

Deferred to next meeting, as L. Swiss exited early due to another commitment.

11. Other Business

No other business

Meeting adjourned at 3:03 p.m.
Next meeting: Thursday/February 16, 2023, 9:30 a.m.