

Planning and Research Committee
Faculty of Humanities and Social Sciences
Minutes of Meeting
Thursday, May 19, 2022 at 9:30 a.m., via Webex.

A meeting of the Planning and Research Committee, Faculty of Humanities and Social Sciences, was held Thursday, May 19, 2022 at 9:30 a.m. via WebEx. Dr. Cory Thorne occupied the Chair and the following members were in attendance:

Dr. Cory Thorne, Chair	Dr. Nicholas Welch
Dr. Matt Milner	Dr. Jennifer Lokash

Absent: Dr. Tana Allen (Regrets), Dr. Véronique Forbes, Eva Redmond

1. Approval of the Agenda

One change: George Story Lectureship nomination postponed to next meeting. The agenda was approved with this change.

2. Approval of Previous Meeting Minutes

Minutes of April 21-2022 meeting were approved as presented.

3. Henrietta Harvey and George Story Lectureship competition

The budget templates were reviewed and discussed with suggestions for additional categories and guidelines. M. Milner volunteered to make the improvements and insert the guidelines discussed which will better serve the departments when preparing submissions for future lectureship nominations.

J. Lokash still working on a submission for a George Story Lectureship.

4. Brightspace/Communications Platforms for Committees (Ongoing May-September)

It was noted that within the University IT governance structure there are several committees in place and each deals with IT issues of needs assessments and requirements. This PRC committee can make recommendations to the Dean's office and request that those be forwarded to university administration for review for better, more appropriate communication platforms for committees. Committee Chair to send an email to the Dean with this committee's concerns on the tools that are available (or are not available) to committees, including at faculty level and department level.

5. PRC Mandate/Constitution and By-laws

Each committee member has a copy of the Constitution and By-laws. There was discussion about the Terms of Reference for this committee, how to get to full membership, engaging students, forward planning, setting goals and tasks for the upcoming academic year. It was noted that Dr. Liam Swiss will start his new role as Acting Associate Dean (Research) May 27th, and will be a member of this committee. The Committee Chair to send Dr. Swiss an email to start the conversation around agenda and goal setting for the upcoming year.

A concern was raised around the absence of a student presence for meetings and the process of how the students are chosen for this committee – through MUNSU and GSU, as per the by-laws. Is it possible to revise the by-laws to have the departments nominate students for these committees? This may allow for greater student attendance, participation, and engagement. The Chair to send an email to Dr. Shannon Hoff to begin discussion on student participation and engagement on this committee.

6. Other Business

Committee Chair, C. Thorne, stated he is not available for June meeting due to conference attendance. J. Lokash volunteered to chair June meeting.

Meeting adjourned at 10:35 a.m.

Next scheduled meeting is **Thursday, July 21, 2022, 9:30 a.m.**