

**Planning and Research Committee  
Faculty of Humanities and Social Sciences  
Minutes of Meeting  
Thursday, September 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, September 15, 2022, 9:30 a.m. the following members were in attendance:

V. Forbes, Archaeology	G. Kundhi, Economics
J. Geck, English	L. Swiss, Dean's Office
N. Welch, Linguistics	M. Milner, Research Officer

Regrets: C. Thorne (for Semester)  
Absent: MUNSU Rep

Commented [FRM1]: Rev1-Adding C. Thorne as regrets for semester as per PRC November meeting

**1. Introductions**

Dr. Liam Swiss opened the meeting with a welcome to all, and especially new members, including a thank you to everyone for volunteering for academic year 2022-2023. Introductions were made and the order of business outlined.

Dr. Swiss stated there is interest from an additional ASM to be a member of this committee but the by-laws state 5 ASM's. Members were in agreement to accept the new member and put forward a motion to prepare and propose an official amendment to Faculty Council to update the by-laws to read "at least 5 ASMs". The interested ASM, Dr. K. Totten, to be invited for next meeting.  
(Moved/Seconded: N. Welch/J. Geck) Carried.

**2. Election of Chair 2022-2023**

Dr. Swiss indicated C. Thorne has a scheduling conflict for this term, but is interested in continuing on the committee as Chair upon his return in the Winter term. All members supported this and agreed to elect an Interim Chair. Dr. Swiss presided over election of interim Chair, J. Geck.  
(Moved/Seconded: N. Welch/V. Forbes) Carried.  
Dr. Geck Chaired the remainder of the meeting.

**3. Approval of the Agenda**

Agenda was approved as presented. (Moved/Seconded: V. Forbes/N. Welch) Carried.

**4. Approval of Previous Meeting Minutes**

Minutes of Meeting for May 19, 2022 were approved as presented:  
(Moved/Seconded: V. Forbes/N. Welch) Carried.

Minutes of Meeting for June 16, 2022 were approved as presented.  
(Moved/Seconded: N. Welch/V. Forbes)

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

The committee mandate was reviewed, and it was determined a motion would be put forward to Faculty Council in December to change the by-laws for PRC: to remove "pedagogy" from item 2(a), and to read "at least five (5) voting members" on item 2(b). In addition, it was

discussed and determined that PRC should initiate subcommittees, as per Item V of the Constitution, to help with special projects to help reduce the workload of PRC members.

Discussion took place on governance and representation from GSU and MUNSU on this committee. The student union representatives have not been attending, whether that's due to scheduling conflicts or workload. It was decided that a draft statement would be presented for October meeting to review. (Action on M. Milner/V. Forbes/N. Welch.)

**6. Research Catalyst Awards**

This is a new pilot program for this year, hopefully to be held annually. Awards to be adjudicated by PRC. The intent is to have terms and conditions completed in the fall and have it awarded by next term to allow for teaching remissions to be allocated. Dr. Swiss will send a draft of the Ts&Cs to the committee for review. As well, the application process is being developed and will also be issued to PRC for review. Eligibility will alternate annually between early career researchers and established researchers. The information provided on this new initiative had the full support of committee members. It was stated that if it becomes too much for PRC members, a subcommittee could be used for adjudication of awards.

**7. Research Streamlining Consultations**

During the summer, a survey was issued to gather information on issues that researchers are facing. The Dean's Office has formed a committee that will be summarizing concerns, results, and possible solutions. It is the intention to have findings presented to Faculty Council in January. L. Swiss will present information to PRC at November meeting.

**8. Henrietta Harvey and George Story Lectureship competition**

Henrietta Harvey: It had previously been indicated that a revised budget for the Henrietta Harvey Lectureship was needed, but it has not yet been formally submitted for approval.

George Story: A nomination has been received from J. Lokash (English) for the George Story Lectureship - visiting scholar, Dr. Kristina Bidwell. Exact details are being finalized by the department, but it was explained that budget should be well within range, as Dr. Bidwell is visiting on campus for the term. The submitted proposal from Dr. Bidwell was reviewed and approved in principle.

L. Swiss indicated that the Dean's Office had a meeting with CBC, who reached out to MUN. They want to gather more content from Newfoundland and Labrador to possibly run on the CBC "IDEAS" program. There may be an opportunity to record the HH and GS and other lectures to run on CBC.

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

It was noted for new committee members that this item was first brought forward by C. Thorne and remains on the agenda as it's an ongoing concern regarding proper administrative and communication tools for committee work. After some discussion, a motion was put forward to establish a working group on ITS Communications Platforms that would look into this issue and report back to PRC. (Action: M. Milner, C. Thorne, J. Geck)  
(Moved/Seconded: N. Welch; V. Forbes) Carried.

**10. Other Business**

L. Swiss noted that Research Week is scheduled for November 21-25, 2022.

Meeting adjourned at 10:33 a.m.

Next meeting will be Thursday/October 20, 2022, 9:30 a.m.

