

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Thursday, January 9, 2013

A special meeting of the Faculty Council, Faculty of Arts, was held on Thursday, January 9, 2013 at 1:00 p.m. in A-1046. Dr. Lynne Phillips, Dean, Faculty of Arts, presided. A list of those present is appended.

1. Approval of the agenda

The agenda was approved: (Anne Thareau / Peter Gratton)

2. Minutes of the meeting of Faculty Council held on December 13, 2012

Moved to accept the minutes of the meeting of Wednesday, December 13, 2012 (Peter Gratton / Sean Cadigan). The minutes of the meeting of Wednesday, December 13, 2012 were **approved**.

3. Business arising from minutes

Note that Arts Faculty Council has a meeting on January 16, 2013 to address some of the issues arising from the December 13, 2012 minutes.

4. Presentation by Dr. Valerie Burton and Ms. Shelly Kawaja – First Year Success Program

Teaching and Learning Framework approved in 2011. One recommendation concerned 1st-year students admitted with an average in the 70-74.9% range, who struggle academically. About 30% fail after their 1st semester, and after 7 years, only 35% of these students complete a degree.

The FYSP was approved in 2012, and the Faculty of Arts agreed to implement the pilot for 2012-13. Valerie Burton and Shelly Kawaja were seconded to head the program.

The Mun.ca Quick Links section has a First Year Success Program link, which is:

<http://www.mun.ca/success/>

University 1010 and Arts 1500 are the core courses, and also co-learning communities. See <http://www.mun.ca/success/> for course descriptions.

Fall: University 1010, Arts 1500, Psych 1000, Advised Math or an Elective, and one more elective.

Winter: University 2020, Engl 1080, Psych 1001, Advised Math or an Elective, and one more elective.

Fifty-one students enrolled in September 2012. There is close collaboration with MUNSU to facilitate integration with societies, etc. Academic and career advising is integrated into the

program and course delivery.

Context: (the need for) pedagogical reform in teaching in the Arts (and university-wide). The students' GPA (70-74.9%) does not give an accurate picture of their abilities, potential contributions, etc.

This pilot project is systematically gathering institutional knowledge (via a formal reporting mechanism), as opposed to anecdotal evidence, to inform evidence-based practices. E.g., examining the effectiveness of small-group tutorials as an aide to large-enrolment courses like Psych 1000, 1001. Graduate students teach the tutorials.

5. Transfer Credits (questions to be considered are attached)

Questions (Prof. Donna Walsh):

1. Should a minimum number of credit hours for a degree be completed at this University? If so, how many?

Current policy is that 60 credit hours must be MUN courses.

Questions 1 and 2 are related.

2. Residence Requirements for a First Degree require that the last 30 credit hours required for a degree be completed at this university. Should this be rewritten to capture the requirement that senior courses for the major/minor/degree be completed at this university?

Waivers are often requested for electives, but also for courses from elsewhere that are deemed to meet W/R requirements. The original intention (of the residency requirement for the last 10 courses) is that capstone courses should be taken at MUN. In Arts, waivers are being requested for 4th-year courses. Part of the problem is that courses aren't being taken in sequence, as intended.

Waiver requests for 4th-year courses are sometimes due to career opportunities; the current flexibility is needed.

SCUGS has a book of precedents, but there are no formal guidelines for transfer credits; the practice and interpretation normally falls to Heads.

3. Are there particular required courses in your program which should/must be completed only at Memorial toward a Memorial degree?

Suggestions: W/R, Honours, department-specific methods courses.

4. Should a student receive transfer credit when the course is offered regularly by distance at Memorial?

The issue of transfer credits often arises because students want to take distance courses (e.g., through Athabaska University); and this can be because they cannot get the required courses at MUN in time to complete their degree. Consider waivers as an alternative.

Two constituencies:

- (a) Students who have taken two years elsewhere and want transfer credits; this group is less problematic.
- (b) MUN students who need transfer credits for various reasons.

Registrar's office is in the process of cleaning up the list of precedents - consults with departments.

Should transfer credits be contingent on demonstrating that the final exams (for courses that have them) are inviolated?

Conclusion: These issues can and should be dealt with at the Heads' level. However, Heads need assurance that SCUGS will uphold departmental decisions, e.g., concerning W/R, Honours, department-specific methods courses. For their part, SCUGS would like to have a list of designated Arts courses that the student must take, without exception.

6. Calendar Changes – Courses Common to St. John's and Grenfell Campuses

At issue: 'consultation' versus 'approval' of course changes, additions, deletions.

Conclusion: the academic structures, etc. are so different at both campuses that Arts Faculty Council does not approve of the proposed change from 'consultation' to 'approval'.

5. Announcements, AOB

None. (We ran out of time.)

9. Adjournment

A motion to adjourn (Norm Catto / Carrie Dyck) was **approved**. The meeting ended at 1:56 p.m.

10. Present

Lynne Phillips (Dean of Arts); Carrie Dyck (minutes), Betty Foley, Alex Marland, Denise Hooper (Dean of Arts' office); Shelley Kawaja; Andrew Fitzgerald, Ashley Holloway (MUNSU); Nick Hartmann (GSU); David Pierce (Registrar's Office); Karen Stanbridge (Sociology); Donna Walsh, Faith Balisch (English); Tana Allen, Craig Maynes, Kathryn Simonsen (Classics); Phil Hiscock (Folklore); Anne Thareau (French and Spanish); Sean Cadigan, Valerie Burton, Robert Sweeny, Marica Cassis (History); Danial Duda (Library representative); Kim Ian Parker (Religious Studies); Luke Ashworth (Political Science); Marguerite MacKenzie (Linguistics);

Elizabeth Simms, Norm Catto, Karyn Butler (Geography); Katherine Side (Gender Studies); Scott Lynch (Economics); Tina Yu (Computer Science); Mark Tate (Anthropology); Peter Gratton, Arthur Sullivan (Philosophy)

11. Regrets

John Buffinga (German and Russian); Shannon Sullivan (Mathematics and Statistics); Lisa Rankin (Archaeology)

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Thursday, January 16, 2013

A special meeting of the Faculty Council, Faculty of Arts, was held on Thursday, January 16, 2013 at 1:00 p.m. in A-1046. Dr. Lynne Phillips, Dean, Faculty of Arts, presided. A list of those present is appended.

1. Approval of the agenda (Neil Bishop / Luke Ashworth)

Proposed calendar changes — Faculty of Arts (delete five Arts interdisciplinary ~~courses~~ programs)

The agenda was **approved**.

2. Minutes of the meeting of Faculty Council held on January 9, 2013

Moved to accept the minutes of the meeting of Wednesday, January 9, 2013 (Peter Gratton / Marica Cassis).

The minutes of the meeting of Wednesday, January 9, 2013 were **approved**.

3. Business arising from minutes

None.

4. Committee reports

Proposed calendar changes — Faculty of Arts (delete five Arts interdisciplinary programs)

Problems with all programs include lack of enrolments, difficulty in finding a coordinator, and difficulty that students have in completing the programs. The plan is that these Majors will become concentrations instead. Note as well that students currently enrolled in these programs will be grandparented (by regulation in the University calendar); this even includes students who have not declared a Major/Minor.

The Faculty of Arts also commits to accommodating students currently enrolled in these programs.

Motion to delete the Major in Canadian Studies (Peter Gratton / Faith Balisch)

The proposal was **approved** for submission to Senate.

Motion to delete the Minor in European Studies (Peter Gratton / Neil Bishop)

Difficulty here was the Study Abroad component, which is difficult to fulfill.

The motion was **approved**, with two abstentions, for submission to Senate.

Motion to delete the Minor in Russian Studies (Peter Gratton / John Buffinga)

Few students, partly because the courses can fulfill Major requirements, making the Minor redundant.

The motion was **approved**, with two abstentions, for submission to Senate.

Motion to delete the Diploma in English as a Second Language (Faith Balisch / Donna Walsh)

The Diploma was too ambitious, and it is currently moribund (and suspended). It will be turned into a more focussed Minor.

The proposal was **approved** for submission to Senate.

Motion to delete the Diploma in Heritage Resources (Lisa Rankin / Vicki Hallett)

No one is willing to champion the program, which is currently suspended. Originally, the program neglected to involve the History department, which is a possible symptom of a poorly-constructed program. Paradoxically, this is a growth area for jobs, and would be an area of synergy with the Arts archives, etc.

There is sentiment that Arts should offer something in Heritage Resources; the Academic Planning Committee is willing to explore options, at the will of Arts Faculty Council.

The proposal was **approved** for submission to Senate.

Proposed calendar changes — Faculty of Arts (Certificates in Criminology and Public Policy)

Motion to delete Lifelong Learning Certificates (Certificate in Criminology; Certificate in Newfoundland Studies, Certificate in Public Administration, Certificate in Regional Policy and Development. (Neil Bishop / Lisa Rankin)

Technically, Arts does not have the authority to propose these calendar changes, since they were originally part of the now defunct division of Lifelong Learning. It is unclear who has the

authority. There might be objections to deleting these certificates. However, SGUGS knows that these changes are coming through Arts.

The proposal was **approved** for submission to Senate, with one abstention.

Proposed calendar changes — Faculty of Arts (new interdisciplinary concentrations)

Motion to propose a new Criminology Certificate (Karen Stanbridge / Lisa Rankin)

The main change is a list of electives, maintained on the Faculty of Arts website; this will ensure greater flexibility for students and help to eliminate the need for waivers and substitutions. Students have the option of being grandparented in the old program, or to pursue the new program.

Arts Faculty Council has not yet had a discussion about whether Arts should offer certificates.

Some discussion about certificates ensued: there is evidence of student demand for certificates. Certificates are a potential entry point to the university; they introduce people to the value of arts and social sciences courses. Non-traditional students like to take certificate programs. Certificates are vocationally-oriented, and do not require the 3-4 year time commitment needed to get a BA. University Extension Services, and later, Lifelong Learning, traditionally offered certificates, and the 'certificate constituency' is no longer being served. Certificates are also a potential starting point for developing a new major or minor (e.g., police studies).

Concurrent discussion of how the electives will be selected (centring around the concept of a keyword search: the principle of academic oversight and rigour should be upheld. CUGS will have to discuss how to manage and approve electives; the list of electives on the Faculty of Arts website will not be in the calendar. CUGS discussed the matter of electives for the newly-designed certificates, and agreed to the principle of CUGS overseeing the list of electives. CUGS is not tied to the mechanism of keyword searches, but wants to have the authority to identify electives and maintain a list of electives on the arts website.

Discussion of the appropriateness of the choice of core courses (3 credit hours in each of Law and Society, Psychology, Sociology); 1000-level courses are recommended. "Pedagogically uncomfortable."

There was some sentiment that discussion about electives and core courses is premature; Arts Faculty Council should have the opportunity to discuss whether or not to offer certificates in general. Similarly, Arts Faculty Council needs to discuss how these certificates will be overseen; the sentiment was generally against keyword searches.

Clarification: the motion is not about 'keyword searches', (a term which is in the supporting documentation but not in the proposal).

Possible friendly amendment: 4. The coordinator will make a list of electives available to CUGS every year.

The current proposal will require admission to MUN. Lifelong Learning students did not have to be admitted to MUN. This requirement is contrary the previous the argument that certificates can serve an external and diverse constituency.

Voting on a certificate in Criminology may imply Arts Faculty Council's approval to offer certificates in general.

Motion to table the motion (Robert Sweeney / Chris Sharpe)

9. Adjournment

There was no motion to adjourn; Arts Faculty Council members had to leave the room to allow students to take their class. The meeting ended at 13:58 p.m.

10. Present

Lynne Phillips (Dean of Arts); Carrie Dyck (minutes), Betty Foley, Alex Marland, Denise Hooper (Dean of Arts' office); Andrew Fitzgerald (MUNSU); Karen Stanbridge (Sociology); Donna Walsh, Faith Balisch (English); Tana Allen, Luke Roman, Kathryn Simonsen (Classics); Jillian Gould (Folklore); Neil Bishop (French and Spanish); Sean Cadigan, Robert Sweeney, Lianne Leddy (History); Kim Ian Parker (Religious Studies); Luke Ashworth, Miriam Anderson (Political Science); Chris Sharpe, Norm Catto, Karyn Butler (Geography); Vicki Hallett (Gender Studies); Tina Yu (Computer Science); Mark Tate (Anthropology); Peter Gratton, Arthur Sullivan (Philosophy); John Buffinga (German and Russian); Caroline Porr (Nursing); Denise Carew (DELTS); Lisa Rankin (Archaeology)

11. Regrets

Katherine Side, Danial Duda, Anne Thareau, and Nicholas Hartmann

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Wednesday, February 6, 2013

The regular meeting of the Faculty Council, Faculty of Arts, was held on Wednesday, January 6, 2013 at 1:00 p.m. in A-1046. Dr. Lynne Phillips, Dean, Faculty of Arts, presided. A list of those present is appended.

1. Approval of the agenda

Moved and seconded that the agenda be approved. (L. Rankin / A. Thareau) **Carried.**

2. Minutes of the meeting of Faculty Council held on January 16, 2013

Moved and seconded to accept the minutes of the special meeting held on January 16th, 2013. (K. Side/K. Simonsen) **Carried.**

3. Business arising from minutes

None.

4. Lifelong Learning and Certificates

It was moved and seconded to lift from the table the motion to create a new certificate program in criminology. (C. Sharpe/S. Cadigan) **Carried.**

The discussion on this particular motion was preempted by a discussion on the more encompassing issue of whether or not the Faculty of Arts should/will offer certificates at all.

A lengthy discussion ensued focusing primarily on if the Faculty of Arts wants to retain the certificate programs. If Arts should decide to retain the certificate programs:

- What structure should they take?
- How is the intent and structure of a certificate different than those of a diploma? Of a minor?
- Can a certificate be within a single department?
- Must all certificates be interdisciplinary?
- If so, must they include anchor courses?
- For whom should they be designed?
- What would be the grandfathering procedure?
- If there were a termination clause, what would be the deadlines for enrollment and completion?
- Would waivers be available forever?
- Who will finance these programs?

The Dean suggested that an *ad hoc* committee be struck to explore the issue of offering certificates and to prepare a presentation for the consideration of the Faculty Council at the April meeting.

It was so moved and seconded. (C. Mather /C. Sharpe) **Carried.**

The Dean asked for volunteers to serve on this committee. C. Mathers, K. Stanbridge, and Andrew Fitzgerald volunteered to serve.

The motion of the floor, made and seconded at the January 16th meeting, had to be dealt with first. It was retabled. (I. Rankin/E. Simms) **Carried.**

5. Report from Committees

A. Report from Graduate Studies

It was moved and seconded that the proposed calendar changes to the Masters of Employment Relations be approved. (K. Simonsen/K. Stanbridge) **Carried.**

B. Report from Academic Planning

Alex Marland reported that the Academic Planning Committee has been meeting weekly to discuss problem areas in the Faculty of Arts calendar entry. Recently they have been collecting information about the Research/Writing requirements, language course requirements and interdisciplinary programming. Alex also recently met with interdisciplinary program coordinators and with undergraduate advisors to listen to their views. The Committee will be reporting to Faculty Council to inform faculty of the concerns raised.

C. Report from Undergraduate Studies

Peter Gratton invited all members of the Faculty of Arts to provide input regarding means by which the Faculty of Arts calendar regulations could be made more accessible. All responses should be sent to pgratton@mun.ca.

6. Announcements

The Dean urged everyone to attend the Arts awards event on Monday at 4:00 in the Junior Common Room

7. Adjournment

At 13:38, it was moved and seconded that the meeting adjourn. (K. Stanbridge/A. Thareau) **Carried.**

8. Present

Lynne Phillips (Dean of Arts); Betty Foley, Alex Marland, Denise Hooper (Dean of Arts' office); Andrew Fitzgerald, Kayla Carroll, Ashley Holloway, Marie Hogan (MUNSU); Nick Hartmann (GSU); Karen Stanbridge (Sociology); Scott Lynch (Economics); Donna Walsh (English); Tana Allen, Kathryn Simonsen (Classics); Diane Tye (Folklore); Anne Thareau (French and Spanish); Sean Cadigan (History); Kim Ian Parker (Religious Studies); Miriam Anderson (Political Science); Chris Sharpe, Norm Catto, Charles Mather, Elizabeth Simms (Geography); Katherine Side (Gender Studies); Yvan Rose (Linguistics); Arthur Sullivan (Philosophy); Lisa Rankin (Archaeology); David Pierce (Office of the Registrar); Denise Carew (DELTS).

9. Regrets

John Buffinga, Carrie Dyck

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Wednesday, March 13, 2013

The regular meeting of the Faculty Council, Faculty of Arts, was held on Wednesday, March 13, 2013 at 1:00 p.m. in A-1046. Dr. Lynne Phillips, Dean, Faculty of Arts, presided. A list of those present is appended.

1 Approval of the agenda

Moved and seconded that the agenda be approved. (Faith Balisch / Anne Thareau) **Carried.**

2 Presentation—Teaching and Learning Framework Update by Dr. Doreen Neville and Mr. Albert Johnson (CANCELLED)

3 Presentation—Dr. Ellen Waterman, School of Music (CANCELLED)

4 Minutes of the meeting of Faculty Council held on February 6, 2013

Moved and seconded to accept the minutes of the meeting held on February 6, 2013 (Luke Ashworth / Katherine Side) **Carried.**

5 Business arising from minutes

None.

6 Report from Committees

6.1 Undergraduate studies

Proposed Calendar Changes - Department of Archaeology (Lisa Rankin / Faith Balisch)
Remove Archaeology 3515—Prehistory of Mesoamerica from course offerings.
The proposal was **approved** for submission to Senate.

Proposed Calendar Changes - Department of Archaeology (Lisa Rankin / Faith Balisch)
Renumbering Archaeology 2582 to 3582.

Notes: Mary Kaye MacFarlane pointed out the need to remove 2582 from list of core courses and add 3582 to list of topical courses. History will keep its cross-listed course as-is.
The amended proposal was **approved** for submission to Senate.

Proposed Calendar Changes - Department of English (Donna Walsh / Faith Balisch)
Deletion of Language Specialization in the English major.
The proposal was **approved** for submission to Senate.

Proposed Calendar Changes- Department of History (Peter Gratton / Sean Cadigan)
New course History 3765: Gendered Indigenous History
The proposal was **approved** for submission to Senate.

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Proposed Calendar Changes - Department of History (Peter Gratton / Lisa Rankin)
History 3050 History of Warfare to 1789 becomes 2060 History of War and Society to 1789
The proposal was **approved** for submission to Senate.

Proposed Calendar Changes - Department of History (Peter Gratton / Sean Cadigan)
History 3060 becomes History 2065 - History of War and Society from 1789 to the Present
The proposal was **approved** for submission to Senate.

7 Request for Feedback on Draft Policy on Accommodations for Students with Disabilities

The Dean's comments: The policy raises questions as to the limits of accommodation. Other students should not be unreasonably impacted by accommodation. Think about what is essential to delivering Arts courses, which we would not be willing to change. For each department, think through which skills, course outcomes are required.

Discussion of examples of difficulty in accommodating students with disabilities. Also, second language requirements are often the subject of requests for accommodation in CUGS.

The Faculty Council of Arts will strike an ad hoc committee to address the following questions:

- What is essential to delivering Arts courses, which we would not be willing to change?
- How can Arts be proactive about accommodating students with learning disabilities?

8 Ad Hoc Committee on Certificates

Charles Mather reported on behalf of the committee. Three meetings of the committee so far, plus a meeting with Faith Balisch. Student representative has resigned from the committee; should a new student representative be requested? Someone from MUNSU will be assigned. The report will be finished sometime in April.

9 Academic Planning Committee Report

Alex Marland described the items currently under discussion:

1. Administration of the R/W requirement. 'Some sections' will be R/W; possible solution: either all sections are R/W or none are.
2. R/W criteria last updated in 2000. Some faculty members use the criteria very often and others are unaware of it. They need to be updated and stored somewhere where people can find them.
3. Synergy between English courses and R/W requirement.

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10 Announcements, AOB

“I declare” campaign underway; Denise Hooper and Janet Harron; we have 25 reasons to declare a major in the Arts! Posters for each department. The Registrar’s Office will be collecting stats to see whether the campaign is effective.

Save the dates:

1-2 p.m. March 27 — overview of issues with BA requirements, as identified by the Office of the Registrar.

1-2 p.m., April 24 — overview of issues with R/W course requirements, as identified by the Academic Planning Committee

1-2 p.m., May 15 — overview of BA requirements at other Canadian universities.

11 Adjournment

At 13:32, it was moved and seconded that the meeting adjourn. (Sean Cadigan / Kathryn Simonsen)
Carried.

12 Present

Lynne Phillips (Dean of Arts); Carrie Dyck, Betty Foley, Alex Marland, Denise Hooper (Dean of Arts' office); Ashley Holloway (MUNSU); Scott Lynch, Jane Waples (Economics); Donna Walsh, Faith Balisch (English); Tana Allen, Kathryn Simonsen (Classics); Diane Tye (Folklore); Anne Thareau (French and Spanish); Sean Cadigan, Valerie Burton, Terry Bishop-Stirling (History); Kim Ian Parker (Religious Studies); Miriam Anderson, Luke Ashworth (Political Science); Charles Mather, Karyn Butler, (Geography); Katherine Side (Gender Studies); Arthur Sullivan (Philosophy); Lisa Rankin (Archaeology); Mary Kaye MacFarlane (Office of the Registrar); Denise Carew (DELTS), John Buffinga (German & Russian), Dan Duda (Library), Linda Cullum (Sociology), Tina Yu (Computer Science), Karin Thomeier (Digital Language Centre), Mark Tate (Anthropology),

13 Regrets

Marguerite MacKenzie and Chris Sharpe

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Wednesday, April 10, 2013

Approval of the Agenda

Moved and seconded that the agenda be approved. (Faith Balisch / Peter Gratton) **Carried.**

Minutes of the meeting of Faculty Council held on March 13, 2013

Moved and seconded that the minutes be approved. (Peter Gratton / Faith Balisch) **Carried.**

Business Arising from Minutes

NONE

Presentation - Dr. Karin Thomeier and Dr. Yvan Rose - Teaching Opportunities with the Digital Language Centre

Dr. Rose, Chair of the Advisory Committee for the DLC: changes in technology potentially make the lab obsolete, but not really. Re-brand the lab as a digital learning centre. open the facility to the entire Faculty of Arts, e.g., can be used for hands-on classes in stats, phonetics, etc. Need input from colleagues about potential creative and innovative uses to guide the re-branding.

Dr. Thomeier, Director of the DLC: Overview of the current uses and functions of the DLC. 40- and 30-seat rooms, with an iMac at each station; smart classroom; region-free DVD player (to play DVDs from other countries without conversion); possibility of adding Windows PCs. Server, etc., maintained by Allan Farrell, Arts Computing. Let Karin know asap about any of your software needs. Open M-R 9-7; F 9-5. First 2 weeks of the semester are always busy with orientation sessions, but after that, you can book the DLC for class lectures. PPT: top 5 reasons to teach in the DLC: (a) immediate individual practice of concepts covered via student workstations — e.g., Purdue Online Writing Lab; <http://docsteach.org> DocTeach (history) site; (b) Versatility of function — traditional lecture-style arrangement in the larger room, possibility of arranging seating in clusters in the smaller room (e.g., for groupwork, lab exams); (c) interactivity — through Apple Remote Desktop, you can observe students' computer stations, control their machines (e.g., to show them how to do something), display a student's monitor on the projector screen, send a message to individual students, lock the students' computers (e.g., to ensure you get some attention for an announcement); (d) promotion of student engagement and collaboration (students are 'digital natives', but still need to learn academic uses of digital technology; (e) student monitors are always present to assist students, prof; monitors provide constant classroom support. PPT of examples of best practices. Ability to use Elluminate Live! via accessing D2L in the lab; (but the sound in Elluminate is not good quality). April 22 11-12; 15 SN 4022 online clicker technology and educational mobile apps.

Dean's Remarks

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Heads-up: Dean of Arts office thinking of holding a retreat to determine guiding principles for changes to the BA and Arts calendar.

Dean of Arts office thinking of Arts Faculty plan ('strategic plan'). Considerable pressure for us to articulate our priorities. However, it will take us at least a year to complete the plan.

Pre-budget meeting with the Provost Office on Friday April 11, 2013. Dean of Arts office staff putting together a preliminary package for this meeting. It includes staffing plans, etc., and it should include the Arts Plan, but we don't have one yet.

Following the current model, the provincial government will likely provide funding to meet the core mandate, identify 'efficiencies', and implement layoffs.

FHSS Report- Dr. Karen Stanbridge

FHSS Federation for the Humanities and Social Sciences, 'FedCan'. FedCan organizes Congress each year and advocates for Humanities and Social Sciences. Dr. Stanbridge attended AGM on March 23, 2013. Main discussion was how to address the 'perpetual crisis' of defending the value of the Humanities and Social Sciences. Primary mandate of FedCan has been to maintain federal funding levels. Need to move beyond this basic advocacy and be more proactive. Chad Gaffield (SSHRC President) current priorities are marketing and advocacy of the Humanities and Social Sciences, at least to federal politicians. Workshop on 'responding to Margaret Wente' pointed out the need for researchers to be able to express their value(s) in a short amount of time.

7000 delegates and over 70 Canadian associations will attend Congress 2013 in Victoria. Important to support Canadian associations so that we have a greater voice.

Antonia Maioni will be the new FedCan president.

Report on State of Science and Technology in Canada: see <http://www.scienceadvice.ca/en/assessments/completed/science-tech.aspx>. "The six research fields in which Canada excels: clinical medicine, historical studies, information and communication technologies (ICT), physics and astronomy, psychology and cognitive sciences, and visual and performing arts." Three of the six have Humanities and Social Sciences components.

Committee Reports:

Undergraduate Studies Committee

Proposed Calendar Changes - Diploma in Police Studies (Peter Gratton / Karen Stanbridge)
Replace Political Science 3820 with Political Science 3000.

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The proposal was **approved** for submission to Senate.

Scott Lynch asked about the status of ECON 3670. Alex Marland will work with Peter Gratton to address the issue.

Proposals for new courses must now be reviewed for resource implications by the Provost before it goes to SCUGS. In contrast, changes to existing courses go directly to SCUGS.

Concern that the VPA office displays no evidence of faith in the collegial process; departments take the 'resource implications' section of new course proposals very seriously.

Dr. Phillips will discuss with the Provost the topic of the new procedure and what it implies.

Members of Arts Faculty Council expressed shock and concern at this new development.

Proposed Calendar Changes - Diploma in Police Studies (Peter Gratton / Karen Stanbridge)
Move Political Science 3820 to the list of alternative courses.
The proposal was **approved** for submission to Senate.

Graduate Studies Committee

Proposed Calendar Changes - Department of English - Omnibus motion (Kathryn Simonsen / Donna Walsh)

-Calendar item 7.92 - regularize existing practice of submitting creative writing as a thesis.

-Four new graduate courses for the MA in Creative Writing

The proposal was **approved** for submission to Senate.

Proposed Calendar Changes- Department of French and Spanish (Kathryn Simonsen / Anne Thareau)

Regularize offering French graduate courses outside of regular timeframe and in an accelerated format.

The proposal was **approved** for submission to Senate.

Proposed Calendar Changes - Department of Linguistics - Omnibus motion (Kathryn Simonsen / Marguerite MacKenzie)

Remove reference to *Historical and Comparative Linguistics* as an area of expertise and add *Language Acquisition*; reduce the number of required courses to 5 from 6; add *Theoretical Issues in Core areas* to the list of required fields; remove reference to *Historical and Comparative Linguistics* from the list of required fields and add *Language Acquisition*; clarify the format of the Comprehensive Examination and remove the reference to the timing for completion of the language requirement; change the prerequisite for one graduate course; change the title of one graduate course.

The proposal was **approved** for submission to Senate.

Ad Hoc Committee on Certificates

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Discussion of the Ad Hoc Committee's report.

Dr. Charles Mather - report includes a history of certificates at MUN, and a national environmental scan. Former colleges (now universities) offer many career-oriented certificates (embalming, yoga). Universities tend to package existing courses together to create certificates. York and Ryerson offer a significant number of certificates, and are supported administratively (e.g., by a school). Logic behind some certificate programs was sometimes dodgy ("ropey"!) There are no guidelines or consensus on what constitutes a certificate. However, some certificates are very well-designed.

Dr. Karen Stanbridge - certificates can be interdisciplinary, multidisciplinary, offered by one department. Certificates enable a distinction on a transcript. Certificates may be a viable way to compete with colleges. Very little information on student demand or student motivation to take certificates.

The report now goes to the Academic Planning Committee for discussion.

Academic Planning Committee Report

Dr. Alex Marland reported. Continued discussion of R/W requirement. Now also discussing language and science/numeracy requirement, as well as core requirements. Goal is to make recommendations to inform further discussion.

Dr. Alex Marland asked for direction: a single proposal to reform just the technocratic aspects of the calendar — e.g., wording changes that would make the current R/W requirement in the calendar easier to understand; e.g., correcting typos.

Move that Arts Faculty Council direct Dr. Marland to make the necessary general housekeeping changes to the calendar language that the Registrar's Office has identified as problematic for the BA. (Faith Balisch / Marica Cassis) **Carried.**

R/W requirement - discussion planned for April 24, 1:00 - 2:00, in A-1046.

Announcements, any other Business

NONE.

Present:

Lynne Phillips (Dean of Arts); Alex Marland (Associate Dean, Undergraduate); Carrie Dyck (Associate Dean, Research and Graduate; minutes); Denise Hooper, Betty Foley (Dean of Arts Office); Karin Thomeier (Digital Language Centre); Charles Mather (Geography); Karen Stanbridge (Sociology); Stephen Curtis, Robert Sweeney, Lianne Leddy, Sean Cadigan, Marica

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Wednesday, April 10, 2013

Cassis, Mark Humphries, Valerie Burton (History); Jennifer Lokash, Danine Farquharson, Christopher Lockett, Larry Matthews, Robert Finley, Mary Dalton, Donna Walsh, Faith Balisch (English); Tina Yu (Computer Science rep); Marguerite MacKenzie, Yvan Rose (Linguistics); Mark Tate (Anthropology); Arthur Sullivan, Peter Gratton (Philosophy); Danial Duda (Library rep); Denise Carew (DELTS rep); Milo Nikolic, Craig Maynes, Kathryn Simonsen (Classics); Kim Parker (Religious Studies); Caroline Porr (MUNSON); Diane Tye (Folklore); Terry Bishop Stirling (History); Kayla Carroll (MUNSU); Roberto Martínez-Espiñeira, Scott Lynch (Economics); Anne Thareau (French and Spanish); John Buffinga (German and Russian)

Regrets: Katherine Side (Gender Studies)

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Wednesday, May 1, 2013

The regular meeting of the Faculty Council, Faculty of Arts, was held on Wednesday, May 1, 2013 at 1:00 p.m. in A-1046. Dr. Lynne Phillips, Dean, Faculty of Arts, presided. A list of those present is appended.

Albert Johnson, Associate Director of Instructional Development with DELTS, reported on the various projects of the Teaching and Learning Framework, including the FYS program and the Engagement Project. He encouraged faculty to become familiar with all the services offered by DELTS, including the various professional development opportunities.

1. Approval of the agenda

Moved and seconded that the agenda be approved. (N. Bishop/P. Gratton) **Carried.**

2. Minutes of the meeting of Faculty Council held on April 10, 2013

Moved and seconded to accept the minutes of the April 10th, 2013 meeting of Faculty Council. (P. Gratton/N. Bishop) **Carried.**

3. Business arising from minutes

None.

4. Dean's Report

- The Dean reported that there have been seven new hires and four more searches are currently on-going for a total of eleven new hires during the 2012-13 academic year.
- The Dean extended congratulations to Mark Humphries and Julie Brittain for their SSHRC award.
- She also congratulated the six faculty members who were ranked 4A.
- The Dean announced that the Budget meeting will be later today. Nine more tenure-track positions have been proposed for the 2013-14 academic year.
- The Faculty members were asked to consider Post-graduation Ceremonies, a new initiative forwarded by MarCom. Should they be organized by departments or by Faculty?
- The Dean reminded everyone to save June 17th for the Arts Faculty Workshop to consider the BA regulations.

5. Reports from Committees

A. Undergraduate Studies Committee

It was moved and seconded that the proposed calendar change from Economics be approved. (P. Gratton/N. Roy) **Carried.**

In an omnibus motion it was moved and seconded that the proposed calendar changes from English be approved. (P. Gratton/D. Walsh) **Carried.**

In an omnibus motion, it was moved and seconded that the proposed changes from French and Spanish be approved. (P. Gratton/A. Thareau) **Carried.**

It was moved and seconded that the proposed calendar changes from Linguistics be approved. (P. Gratton/Y. Rose) **Carried.**

B. Academic Planning Committee

The discussion on certificate programs was opened by reviewing the previous considerations of the Academic Planning Committee, the Ad Hoc Committee (i.e. Karen Stanbridge and Charles Maher) and the Arts Faculty Council, as a whole. It was recalled that one of the recognized problems with the sustenance of certificate programs is the lack of infrastructure and adequate support from a department. It was suggested that Political Science might be willing to undertake the sustenance of a Certificate in Public Policy. It was also noted that students were very interested in the Criminology Certificate.

It was suggested that these considerations failed to recognize the fundamental question of whether or not the Faculty of arts should offer certificate programs at all and, if they are to be offered, what forms they should take.

Academic Planning has prepared a letter that has not been circulated yet. Perhaps it should be distributed to the entire council before further proposals on/for individual certificates be entertained.

Council was reminded that notice of motion must be given before any motions can be proposed at Faculty Council. These notices should come from the appropriate committee, according to standard procedures. It was suggested that the APC meet again to review their letter in light of Council's discussion.

6. Adjournment

The meeting adjourned at 13:53. (S. Cadigan/N. Bishop) **Carried**

Attendance:

Lynne Phillips (Dean of Arts), Alex Marland, Elizabeth Foley (Dean of Arts Office), Mary Kaye MacFarlane, Rob Nolan (Office of the Registrar), Kayla Carroll, Ashley Holloway (MUNSU), Karin Thomeier (Digital Language Centre), Mark Tate (Anthropology), Lisa Rankin (Archaeology), Craig Maynes, Kathryn Simonsen (Classics), Wade Locke, Scott Lynch, Noel Roy (Economics), Rob Ormsby, William Schipper, Donna Walsh (English), Martin Lovelace (Folklore), Anne Graham, James MacLean, Myriam Osorio, Anne Thareau (French and Spanish), Katherine Side (Gender Studies), Norm Catto, Chris Sharpe, Elizabeth Simms (Geography), Valerie Burton, Sean Cadigan, Marica Cassis, Lianne Leddy (History), Yvan Rose (Linguistics), Peter Gratton (Philosophy), Miriam Anderson, Luke Ashworth, Chris Dunne, Stephen Tomblin (Political Science).

Apologies:

Carrie Dyck (Dean of Arts Office), Danial Duda (Library), Kim Parker (Religious Studies)

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Wednesday, June 5, 2013

The regular meeting of the Faculty Council, Faculty of Arts, was held on Wednesday, June 5, 2013 at 1:00 p.m. in A-1046. Dr. Lynne Phillips, Dean, Faculty of Arts, presided. A list of those present is appended.

1 Approval of the agenda

Moved and seconded that the agenda be approved. (F. Balisch / K. Parker)

Carried.

2 Minutes of the meeting of Faculty Council held on May 1, 2013

Moved and seconded to accept the minutes of the May 1, 2013 meeting of Faculty Council. (C. Dyck / S. Lynch) **Carried.**

3 Business arising from minutes

Certificates will be discussed under Item 6.

4 Dean's Remarks

Arts Faculty Council needs a minute-taker for 2013-14. We would really appreciate a volunteer for this important once-a-month task.

Brainstorming session on June 17th: Please register for catering purposes. This session will focus on the principles for the BA.

Thanks to Betty Foley for all her hard work! Betty will be retired as of July 1, 2013.

Thanks to the Heads who have finished their terms: Sean Cadigan, Scott Lynch, Katherine Side, John Buffinga, Marguerite MacKenzie.

5 Reports from Committees

5.1 Undergraduate Studies Committee

In an omnibus motion it was moved and seconded that the proposed calendar changes from the Department of English be approved. (Delete English 4031 and 4085; revise calendar description of 2211, 2212, 3190, 4041, 4050, 4051, 4060, 4061, 4070, 4071, and 4080). (D. Walsh / F. Balisch) **Carried.**

In an omnibus motion it was moved and seconded that the proposed calendar changes from the Department of Mathematics and Statistics be approved. (Revise calendar description of MATH 2330, 4230) (Shannon Sullivan / D. Walsh) **Carried.**

It was moved (K. Side) that the proposed calendar change for Law and Society (LSW

4901) be approved. However, this was a special topics course, and so it does not need to be approved by Arts Faculty Council. The motion was withdrawn.

5.2 B. Graduate Studies Committee

In an omnibus motion, it was moved and seconded that the proposed calendar changes from the Department of Folklore be approved. (Change calendar language around PhD comprehensive exams from closed-book to open-book; add Folklore 6060 and Folklore 6070 as course options to "7.12.l.c. Program of Study: M.A. with Public and Applied Folklore Co-operative Education Work Terms."; offer "Folklore 6020: Field and Research Methods" in an accelerated format) (D. Tye / S. Lynch); 2 opposed, one abstention. **Carried.**

Note that the first summer field school with Gerry Pocius was very successful. Folklore intends to request permission to ask for an extra fee of the students, if necessary.

5.3 Academic Planning Committee

Certificates: (see attachments) Dr. Philips reviewed the history of the discussions on certificates. The Academic Planning Committee has submitted a proposal for Faculty of Arts certificates — see recommendations in report from Academic Planning Committee to Dr. Phillips. Note that recommendations 1-4 are distinct from recommendations 5-6. All recommendations are pasted below.

- I. Request that, in the Division of Lifelong Learning section of the online version of the university calendar, the Office of the Registrar replace information about the certificate programs administered by the Faculty of Arts (Criminology, Newfoundland Studies, Public Administration, Regional Policy and Development) with a note stating that these programs have been discontinued. This note should include normal information about accommodating students who have completed a 2000-level course or higher in their particular program and whom they should contact with any questions.
2. Ensure that all university communication about these certificates, including but not limited to website content and academic advising materials, reflects this change.
3. Make immediate best efforts to communicate this change to students pursuing these certificates. Relevant community organizations should also be contacted.
4. Recommend to the Senate that these four certificate programs be removed from the 2014-15 print edition of the university calendar.
5. Consider the establishment of one or more Arts certificates, provided that a proposal meets guidelines stipulated for a certificate's development and implementation.
6. Formally endorse the following guiding principles for the development and

scrutiny of a proposal for the creation of an Arts certificate:

- a) All applicants for a certificate program must meet the eligibility requirements for admission to MUN;
- b) A certificate must have a clearly identified home department within the Faculty of Arts which will be primarily responsible for its administration;
- c) A certificate should be sufficiently specialized to ensure its academic integrity and that it is not merely a hodgepodge of existing courses bundled together. It should also be as free from pre-requisites as possible, and sufficiently broad that so that it can be pursued by a variety of students, including non-traditional learners;
- d) The Dean of Arts should establish a schedule for the regular review of all certificate programs;
- e) A proposal for a certificate must include a commitment from the home department that courses required for the new program will be regularly offered. This commitment must recognize the importance of a regular and predictable rotation of program courses; ideally, a tentative schedule of upcoming course offerings will be communicated to students so that they can plan their program of study. Effort must be made so that most or all courses are offered in the evening, by distance and/or in a compressed manner (e.g., weekend offerings), either on- or off-campus;
- f) A proposal for a certificate should demonstrate community input and interest. Ideally this will include a tangible demonstration of support from external stakeholders (e.g., an explicit commitment to actively promote the program within the community; and, where appropriate and feasible, to subsidize the cost of preparing new courses for the certificate);
- g) A certificate should have at least one required anchor course- preferably one designed and taught in a collaborative manner. Such a course must be frequently offered, and would ideally be taken at the start of the program;
- h) The Office of the Dean of Arts must commit sufficient resources to ensure that a faculty member will actively manage a certificate program, and must undertake considerable promotion and marketing of a certificate program; and,
- i) The Head of the academic unit responsible for the administration of a certificate program should agree that the program will undergo scheduled reviews to identify what adjustments, if any, should be made.

Some clarifications of the recommendations were discussed, specifically for 6(i).

This is enabling legislation, which provides guidelines for proposing certificates. It is important to note that there are no Arts certificates at the moment. However, Arts is administering some certificates which were legacies from LLL.

There is some concern about who would administer certificates, in the absence of LLL. The Criminology Certificate is a legacy from LLL; administration of the Criminology Certificate is a separate issue from the administration of Arts certificates, which currently do not exist.

There was some discussion of 6(h) — resources and what the nature of the resources would be.

It was moved that recommendations 1-4 (below) be approved. (P. Gratton / F. Balisch) **Carried.**

- I. Request that, in the Division of Lifelong Learning section of the online version of the university calendar, the Office of the Registrar replace information about the certificate programs administered by the Faculty of Arts (Criminology, Newfoundland Studies, Public Administration, Regional Policy and Development) with a note stating that these programs have been discontinued. This note should include normal information about accommodating students who have completed a 2000-level course or higher in their particular program and whom they should contact with any questions.
2. Ensure that all university communication about these certificates, including but not limited to website content and academic advising materials, reflects this change.
3. Make immediate best efforts to communicate this change to students pursuing these certificates. Relevant community organizations should also be contacted.
4. Recommend to the Senate that these four certificate programs be removed from the 2014-15 print edition of the university calendar.

Discussion of guiding principles (formerly, recommendations 5-6) ensued.

It was moved that recommendations 5-6 (below) be approved, with the proviso that these guiding principles be subject to change at further Arts Faculty Council. (C. Mather / P. Gratton). The motion was withdrawn in favour of two subsequent motions.

It was moved that the Faculty of Arts consider the establishment of one or more Arts certificates, provided that any proposal meets guiding principles stipulated for a certificate's development and implementation. (C. Mather / P. Gratton). 1 opposed, 2 abstentions. **Carried.**

It was moved that the Faculty of Arts adopt the following guiding principles, [listed under "6"], with the proviso that these guiding principles be subject to change by Arts Faculty Council. (P. Gratton / F. Balisch). **Carried.**

6. Formally endorse the following guiding principles for the development and scrutiny of a proposal for the creation of an Arts certificate:

- a) All applicants for a certificate program must meet the eligibility requirements for admission to MUN;
- b) A certificate must have a clearly identified home department within the Faculty of Arts which will be primarily responsible for its administration;
- c) A certificate should be sufficiently specialized to ensure its academic integrity and that it is not merely a hodgepodge of existing courses bundled together. It should also be as free from pre-requisites as possible, and sufficiently broad that so that it can be pursued by a variety of students, including non-traditional learners;
- d) The Dean of Arts should establish a schedule for the regular review of all certificate programs;
- e) A proposal for a certificate must include a commitment from the home department that courses required for the new program will be regularly offered. This commitment must recognize the importance of a regular and predictable rotation of program courses; ideally, a tentative schedule of upcoming course offerings will be communicated to students so that they can plan their program of study. Effort must be made so that most or all courses are offered in the evening, by distance and/or in a compressed manner (e.g., weekend offerings), either on- or off-campus;
- f) A proposal for a certificate should demonstrate community input and interest. Ideally this will include a tangible demonstration of support from external stakeholders (e.g., an explicit commitment to actively promote the program within the community; and, where appropriate and feasible, to subsidize the cost of preparing new courses for the certificate);
- g) A certificate should have at least one required anchor course- preferably one designed and taught in a collaborative manner. Such a course must be frequently offered, and would ideally be taken at the start of the program;
- h) The Office of the Dean of Arts must commit sufficient resources to ensure that a faculty member will actively manage a certificate program, and must undertake considerable promotion and marketing of a certificate program; and,
- i) The Head of the academic unit responsible for the administration of a certificate program should agree that the program will undergo scheduled reviews to identify what adjustments, if any, should be made.

Discussion of the motion:

Clarification: proponents of certificates would need to explain departures from guiding principles.

Clarification: 6(a) should be a mandatory requirement, not a guiding principle. Note that the motion, as currently formulated, can ensure that 6(a) is mandatory.

It was noted that night offerings could be problematic. The main idea, however, is that there could be flexibility in course offerings.

The motion **carried**, with 1 opposed.

6 Announcements, AOB

Dan Duda — Memorial's StatCan Research Data Centre is unofficially opened this month.

7 Adjournment

The meeting adjourned at 13:51. (P. Gratton / C. Dyck) **Carried.**

8 Attendance

Lynne Phillips (Dean of Arts); Carrie Dyck, Denise Hooper, Betty Foley (Dean of Arts Office); Scott Lynch (Economics); Terry Bishop Stirling, Robert Sweeney (History); Diane Tye (Folklore); Kayla Carroll (MUNSU); Kim Ian Parker (Religious Studies); Rob Nolan (Registrar's Office); Amanda Tiller (QEII Library); Danial Duda (QEII Library); Caroline Porr (School of Nursing); Judith Adler (Sociology); Faith Balisch, Donna Walsh (English); Charles Mather, Norm Catto, Chris Sharpe (Geography); Katherine Side (Gender Studies); Peter Gratton (Philosophy); Shannon Sullivan (Math and Statistics); Miriam Anderson (Political Science).

9 Regrets

Luke Ashworth (Political Science); Alex Marland (Dean of Arts Office); Anne Thareau (French and Spanish); Sean Cadigan (History)

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Wednesday, September 11, 2013

The regular meeting of the Faculty Council, Faculty of Arts, was held on Wednesday, September 11, 2013 at 1:00 p.m. in A-1046. Dr. Lynne Phillips, Dean, Faculty of Arts, presided. A list of those present is included.

1. Approval of the agenda

Moved and seconded that the agenda be approved.

(Karen Stanbridge/Anne Thareau) **Carried.**

2. Minutes of the meeting of Faculty Council held on June 5, 2013

Moved and seconded to accept the minutes of the June 5, 2013 meeting of Faculty Council.

(Neil Bishop/Phillip Branigan) **Carried.**

3. Business arising from minutes

None.

4. Dean's Remarks

a) Dr. Phillips welcomed new representatives to the Faculty Council of Arts:

- 2013/14 MUNSU representatives Rose Anderson and Megan Cluett
- 10 new faculty members in Arts: Megan Burchell (ARCH), Caitlin Charman (ENGL), Anne Pelta (FREN and SPAN), Carol-Lynne D'Arcangelis (GNDR), Sarah Mackenzie (LING), Barry Stephenson (RELS), Rose Riccadelli (SOCI), Alan Hall (SOCI), Scott Neilson (ARCH), Joël Madore (PHIL), Carissa Brown (GEOG), Cedric Brunelle (GEOG), Scott Neilson (Labrador Institute)
- New department heads: Erwin Warkentin (RUSS and GERM), Wade Locke (ECON), Terry Bishop-Stirling (HIST), Pat Dold (GNDR)
- Additional new representatives : Amanda Tiller (QEII Library), Walter Okshevsky (Education), Denise Carew (DELTS)

b) Searches for new tenure track positions, as well as the Jarislowsky Chair in Cultural and Economic Transformation will happen this fall.

c) The arts success plan "Arts Success 2020" is under development. The document is currently being developed by the dean and will serve as a basis for discussion around identity and future action. It will be sent for consultation with department heads, then students and staff.

d) Discussion of Undergraduate calendar changes continues. The first issue is Interdisciplinary Programs, but other topics brought up in the June brainstorming session will also be addressed. Meetings will take place on the second Wednesday of every month.

5. Committee Reports

5.1 Undergraduate Studies Committee

a) Proposed Calendar Changes – Department of English

In an omnibus motion it was moved and seconded that the following proposed calendar changes be approved:

- Inactive course English 3120 to be deleted
- Calendar descriptions for English 3161, 3171, 3172, 3173, 3175, 3260, 4300, 4301 to be revised
- (Donna Walsh / Lisa Rankin) **Carried.**

b) Proposed Calendar Changes – Department of History

In an omnibus motion it was moved and seconded that the following proposed calendar changes be approved:

- Two new courses proposed - History 3XXX War and Society in Colonial North America and History 3XXX War and Society in Modern Canada
- (Terry Bishop-Stirling / Donna Walsh) **Carried.**

In an omnibus motion it was moved and seconded that the following proposed calendar changes be approved:

- History 3520 and 3525 to be renamed and descriptions changed
- (Terry Bishop-Stirling / Anne Thareau) **Carried.**

c) Proposed Calendar Changes – Department of Sociology

It was moved and seconded that the following proposed new course be approved:

- Sociology 2XXX: Animals and Society
- (Karen Stanbridge / Lind Cullum) **Carried.**

d) Proposed Calendar Changes – Department of Folklore

It was moved and seconded that the following proposed calendar change be approved:

- Require Folklore 1000 as prerequisite for all Folklore course except 1050, 1060 and those courses cross-listed with other departments in order to be consistent with Grenfell Campus
- (Diane Tye / Phil Branigan) **Carried.**

5.2 Graduate Studies Committee

a) Proposed Calendar Changes – Department of Folklore

It was moved and seconded that the following proposed new course be approved:

- Folklore 6380: Perspectives on Cultural Tourism
- This course is an area of interest that was in demand by students
- (Diane Tye / Neil Bishop) **Carried.**

b) Proposed Calendar Changes – Department of Sociology

In an omnibus motion, it was moved and seconded that the following proposed calendar changes be approved:

- Title change of Sociology 6040 from Methods of Sociological Research to Advanced Quantitative Methods
- Add Sociology 6041 to the list of required courses for MA students in both the research and Thesis streams with concomitant changes to credit hours and electives requirements, as well as the bank of Special Topics courses from 6041-6049 to 6042-6049
- Remove the cross-listing of Sociology 6380 with Gender Studies, as Gender Studies has deleted the course
- Changes to credit hours for PhD due to regularization of Sociology 6041
- Changes to comprehensive examinations – written comprehensive areas reduced from 3 to 2, amount of time allotted to exam preparation reduced from 6 to 5 semesters
- (Kathryn Simonsen / Lisa Rankin) **Carried.**

c) Proposed Calendar Changes – Department of Archeology

It was moved and seconded that the following proposed new course be approved:

- New special topics course – Archeology 6680: Space, Place and Landscape
- (Kathryn Simonsen / Lisa Rankin) **Carried.**

6. Review of Penalties for Academic Misconduct

While this was included on the agenda, Dr. Phillips advised that these recommendations should go through CUGS before questions are presented to Faculty Council of Arts.

7. Academic Planning Committee Report

Dr. Marland is working with Coordinators of Interdisciplinary Programs in order to update calendar and strengthen programs. As a result of the brainstorming session in June, three subcommittees were struck: Reading and Writing; Second Language; Science and Numeracy. Each of these committees will be submitting a proposal to the Academic Planning Committee. The goal is for the proposals to be ready for Faculty Council of the Arts to consider this fall.

8. Announcements

a) Arts Café will return with a more structured format. It will be held every second week with themes to be discussed. Location will move around to different departments. The first event will be held September 25 from 2:00-4:00 pm in the Dean of Arts Boardroom. Everyone Welcome.

b) The Scholarship in the Arts program has been renewed. The Dr. Phillips expressed a preference to use these funds collectively and find people who fit multiple disciplines.

c) The Spanish Film Festival is happening now. The first screening is on Tuesday and information has been sent to Janet Harron for dissemination.

d) 3MT Competition – each department has been sent information about this. Online submissions are due in September and there will be a live competition at SCUGS. This is a new format and Dr. Dyck is interested in the results. A judging committee will award \$500 for first prize and \$250 for second. Permission will also be sought to use submitted videos as promotional material.

9. Adjournment

(Neil Bishop / Everyone) **Carried.**

10. Attendance:

Dyck, Carrie – Dean of Arts Office; Warkentin, Erwin – German and Russian; Tye, Diane – Folklore; Branigan, Phil – Linguistics; Parker, Kim – Religious Studies; Okshevsky, Walter – Faculty of Education; Sullivan, Arthur – Philosophy; Simonsen, Kathryn – Classics; Maynes, Craig – Classics; Cassis, Marcia – History; Carew, Denise – DELTS; Locke, Wade – Economics; Marland, Alex – Political Science/Dean of Arts Office; Hall, Alan – Sociology; Tate, Mark – Anthropology; Cullum, Linda – Sociology; Power, Nicole – Sociology; Stanbridge, Karen – Sociology; Thareau, Anne – French and Spanish; Rankin, Lisa – Archeology; Hooper, Denise – Dean of Arts Office; Nolan, Rob – Registrar's Office; Bishop Stirling, Terry – History; Sharpe, Chris – Geography; Allen, Tana – Classics; Anderson, Rose – MUNSU; Cluett, Megan – MUNSU; Walsh, Donna – English

11. Regrets:

Dan Duda - QEII Library.

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
Meeting of the Faculty Council, Faculty of Arts, October 2, 2013

The regular meeting of the Faculty Council, Faculty of Arts, was held on Wednesday, October 2, 2013 at 1:00 p.m. in A-1046. Dr. Lynne Phillips, Dean, Faculty of Arts, presided. A list of those present is included.

1. Approval of the agenda

Moved and seconded that the agenda be approved.

(Pat Dold / Peter Gratton) **Carried.**

2. Minutes of the meeting of Faculty Council held on September 1, 2013

Moved and seconded to accept the revised minutes of the September 1, 2013 meeting of Faculty Council. (See attached.)

(Peter Gratton / Terry Bishop-Stirling) **Carried.**

3. Business arising from minutes

None.

4. Dean's Remarks

None, in the interests of keeping to the agenda in the time allowed.

5. Committee Reports

5.1 Undergraduate Studies Committee

a) Proposed Calendar Changes – Department of History

It was moved and seconded that the following proposed calendar changes be approved:

- Regularization of History 3813
- (Peter Gratton / Terry Bishop-Stirling) **Carried.**

It was moved and seconded that the following proposed calendar changes be approved:

- Regularization of History 3821
- (Peter Gratton / Terry Bishop-Stirling) **Carried.**

It was moved and seconded that the following proposed calendar changes be approved:

- Regularization of History 4421
- (Peter Gratton / Terry Bishop-Stirling) **Carried.**

The department of History was commended for their course bibliographies.

b) Proposed Calendar Changes – Department of Sociology

It was moved and seconded that the following proposed calendar changes be approved:

- Changes to Sociology 4040.
- (Peter Gratton / Pat Dold) **Carried.**

5.2 Graduate Studies Committee

No calendar changes.

6. Committee on Undergraduate Studies (CUGS)

a) Creation of a Vice-Chair/Delegate from Committee on Undergraduate

The CUGS chairship is onerous because it also includes bimonthly SCUGS meetings. It takes a full day to process the documents and attend the meeting. However, it is an informative and generally entertaining meeting. The Chair must also attend Senate Special Appeals meetings. The person who attends SCUGS has to have intimate knowledge of CUGS and Arts Faculty Council meetings. The CUGS chair also writes reports for the Undergraduate Studies Committee.

CUGS recommends splitting duties into Chair of CUGS and a vice-chair, who would attend SCUGS, etc.

Questions: why not send a separate delegate to Senate Special Appeals meetings? Would proposing a vice-chair really reduce the workload of the chair? Perhaps a course release for the Chair of CUGS instead? (Wouldn't solve this year's problem, since a new course remission couldn't be discharged in the current academic year.)

Craig Maynes (currently a member of CUGS) previously volunteered to chair CUGS if he did not have to go to SCUGS. Elizabeth Simms is willing to attend SCUGS in Winter 2014. Peter Gratton is willing to continue to chair CUGS and attend SCUGS for Fall 2013.

The CUGS Chair can send a delegate to SCUGS; delegation can be shared between members of the committee. (Note that Music rotates its CUGS Chair every month, to accommodate faculty members' schedules.) However, it's problematic to send a delegate to the Undergraduate Studies Committee, because of confidential information sent to the CUGS chair, and the CUGS chair has to present the case to the Undergraduate Studies Committee.

Because of time constraints, the matter was tabled for further discussion at the next Arts Faculty Council.

b) Review of Penalties for Academic Misconduct (Recommendations of the sub-committee on penalties for Academic Misconduct). (See attached.)

Discussion:

CUGS considers #1 to be controversial: “Develop a non-credit instructional module that would be mandatory remedial work for all students found guilty of academic misconduct.” The remaining recommendations are more or less non-controversial ‘motherhood’ changes. However, #3, imposing a minimum period of probation, might also be controversial.

CUGS agreed that #2-5 were suitable as proposed. Students questioned 5b, whether it should be here or in the Student Code of Conduct. It was noted that the kind of behaviour addressed by 5b does have an impact on other students: suggest adding “Prevention or obstruction of access to library works or materials needed by others for academic purposes.”

#4 just encourages units to develop a communications plan to report academic misconduct incidents to the Office of the Registrar. (According to #7, this reporting is mandatory.) Perhaps #4 should be more strongly worded.

#2 “probation with no limit” - replace with “probation until the student graduates”

It was moved to remove #1 from the list of recommendations, and adopt the remaining 4 recommendations, while changing 5b to “Prevention or obstruction of access to library works or materials needed by others for academic purposes.” (Peter Gratton / Craig Maynes) **Carried.**

7. Academic Planning Committee Report

Save the dates:

2:00pm Thursday, October 10 in ED-1014 Overview of issues with interdisciplinary Arts Major and Minor program general regulations and the program entries (Minor in Aboriginal Studies, Major in Communication Studies, Minor in Film Studies, Major/Minor in Law and Society, Major/Minor in Medieval Studies, Minor in Newfoundland Studies, Major in Police Studies)

12pm Thursday, November 14 in A-1046 Discussion about changing 4.1.1.4 Humanities Requirement and 4.1.1.5 Social Sciences Requirement

12pm Thursday, December 12 in A-1046 Discussion about changing 4.1.1.6 Research/Writing Requirement

2:00pm Thursday, January 16 in A-1046 Discussion about changing 4.1.1.2 Second Language Requirement

2:00pm Thursday, February 13 in A-1046 Discussion about changing 4.1.1.3 Numeracy/Science Requirement

Draft of ‘how to declare’ calendar language. (See attached.)

Note, the process for declaring is now very easy: now students just have to send an email to the

Registrar's Office with student's name and student ID; students can also declare on their original application to MUN.

8. Announcements, AOB

None

9. Adjournment

(Robert Sweeney / Everyone) **Carried.**

10. Attendance

Lynne Phillips (Dean of Arts), Alex Marland (Dean of Arts Office), Carrie Dyck (Dean of Arts office, minutes), Denise Hooper (Dean of Arts Office), Rob Nolan (Registrar's Office), Walter Okshevsky (Education), Gary Riser (Economics), Peter Gratton (Philosophy), Tana Allen (Classics), Kim Parker (Religious Studies), Patricia Dold (Religious Studies), Craig Maynes (Classics), Kathryn Simonsen (Classics), Phil Branigan (Linguistics), Dan Walker (Engineering), Cedric Brunelle (Geography), Amanda Tiller (Library), Wade Locke (Economics), Arthur Sullivan (Philosophy), Chris Sharpe (Geography), Alan Hall (Sociology), Robert Sweeny (History), Rose Anderson (GSU), Megan Cluett (GSU), Elizabeth Simms (Geography), Donna Walsh (English), Terry Bishop-Stirling (History).

11. Regrets

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MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Wednesday, November 6th, 2013

The regular meeting of the Faculty Council, Faculty of Arts, was held on Wednesday, November 6th, 2013 at 1:00 p.m. in A-1046. Dr. Lynne Phillips, Dean, Faculty of Arts, presided. A list of those present is appended.

1. Approval of the agenda

Moved and seconded that the agenda be approved. (E. Warkentin / A. Thareau) **Carried.**

2. Minutes of the meeting of Faculty Council held on October 2nd, 2013.

Moved and seconded to accept the minutes of the October 2, 2013 meeting of Faculty Council, as amended. "The Academic Dishonesty Committee" should be "the Senate Undergraduate Studies Committee" in both places it appears. ()

Carried.

3. Business arising from minutes

None.

4. Dean's Report

- The Dean welcomed Stacey Mercer to the Office of the Dean of Arts. Stacey is the "new Betty" so all faculty within Arts will be hearing from her frequently.
- The Dean reported that the Dean's List Reception was a resounding success. It was well attended and well organized. She thanked the Department Heads who participated. She also extended her thanks to all who came to celebrate the success of Arts students.
- The special issue-based meetings to consider changes to calendar revisions are continuing. The last one, held on October 10th, considered the regulations governing Interdisciplinary Arts Majors and Minors. The next one, to consider possible changes to the core requirements for Humanities and Social Sciences courses, will be held on Thursday, November 14th at 12:00 PM in AA1046.
- The Dean reminded Council that the Arts Success Plan 2020 will be going through a consultation process this academic year.

5. Reports from Committees: Calendar Changes

A. Undergraduate Studies Committee

It was moved and seconded that the proposed calendar change to regularize History 4570 from a special topics course to a regular course be approved. (E. Warkentin/F. Balisch)

Carried.

In an omnibus motion, it was moved and seconded that the proposed calendar changes effecting the CIO program, Software Engineering, Computer Science 1550, 2510, 3710, 3718, 4750, 4766, and 4770 be approved. (E. Simms/N. Catto)

Carried.

B. Graduate Studies Committee

It was moved and seconded that the proposed new graduate course, Archaeology 6687, Applied Archaeological Sciences be approved. (K. Simonsen/ F. Balisch) **Carried**

6. Reports from Committees: Internal Issues

A. Undergraduate Studies Committee

It was moved and seconded that the position of a Vice Chair be created for the Committee on Undergraduate Studies to reduce the duties of the Chair. (N. Catto/P. Dold) **Carried**

B. Academic Planning Committee

Dr. Marland announced that the proposed revision to the regulations that govern Interdisciplinary programs will soon be circulated for consultation.

7. Any Other Business

- Faculty members were reminded of the upcoming discussion on the core requirement for Humanities and Social Science courses.
- Dr. Sharpe reminded council that the Arts' input on University General Regulations 5.6 and 5.7 is due by the end of November for discussion at the Senate Committee on Undergraduate Studies and it has not yet been brought before council and there is no report in preparation. He suggested that a recommendation should be forthcoming from the Arts Committee on Undergraduate Studies.
- Dr. Stanbridge explained that the collaborative project, "Arts on Violence," funded by the Scholarship in the Arts initiative, should highlight the diversity in the Faculty of Arts and "show-off" the faculty. She requested input as to form and content from all faculty members.

8. Adjournment

The meeting adjourned at 13:40. (A. Thareau/Everyone) **Carried**

Attendance:

Lynne Phillips (Dean of Arts), Alex Marland, Denise Hooper (Dean of Arts Office), Rob Nolan (Office of the Registrar), Francesca Boschetti(GSU), Rose Anderson, Megan Cluett, Kora Liegh Russell (MUNSU), Mark Tate (Anthropology), Meghan Burchell (Archaeology), Julissa Roncal (Biology), Craig Maynes, Milo Nikolic, Kathryn Simonsen (Classics), Denise Carew (DELTS), Wade Locke (Economics), Walter Okshevsky (Education), Faith Balisch, William Schipper, Donna Walsh (English), Peter Smith (Folklore), Anne Thareau (French and Spanish), Patricia Dold (Gender Studies/Religious Studies), Norm Catto, Charles Mather, Chris Sharpe, Elizabeth Simms (Geography), Erwin Warkentin (German and Russian), Marica Cassis, Robert Sweeney (History), Phil Branigan (Linguistics), Arthur Sullivan (Philosophy), Scott Matthews (Political Science), Amanda Tiller (QE II Library), Karen Stanbridge (Sociology).

Apologies:

Terry Bishop-Sterling (History).
Neil Bishop (French and Spanish)
Kim Ian Parker
Alan Klaus

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Wednesday, December 4th, 2013

The regular meeting of the Faculty Council, Faculty of Arts, was held on Wednesday, December 4th, 2013 at 1:00 p.m. in A-1046. Dr. Lynne Phillips, Dean, Faculty of Arts, presided. A list of those present is appended.

1. Approval of the agenda

Moved and seconded that the agenda be approved. **Carried.**

2. Minutes of the meeting of Faculty Council held on November 6th, 2013.

Moved and seconded to accept the minutes of the November 6th, 2013 meeting of Faculty Council, as amended. There were a few names that were misspelled. **Carried.**

3. Business arising from minutes

None.

4. Dean's Report

- The Faculty of Arts will undergo an efficiency review. The first step is a comparison of data from other universities. The Dean hopes that this will not be a disruptive review.
- The Dean reminded Council that the Arts Success Plan 2020 will be going through a consultation process this academic year. It will start in the winter term. The Dean will circulate the plan over the holidays. The Dean also noted 3 dates for discussion to bring to the faculty's attention: Jan 29, Feb 19, Mar 12. All meetings will be held on Wednesdays at 1.

5. Reports from Committees: Calendar Changes

Undergraduate Studies Committee

It was moved and seconded that the proposed new undergraduate course, Archaeology 2495, Archaeological Frauds and Mysteries be approved. (D. Walsh/ L. Rankin) **Carried**

It was moved and seconded that the proposed calendar changes for English 5200 be approved. (D. Walsh/ F. Balisch) **Carried.**

In an omnibus motion, it was moved and seconded that the proposed calendar changes for General Housekeeping 1 be approved. (D. Walsh/ A. Thareau) **Carried.**

In an omnibus motion, it was moved and seconded that the proposed calendar changes for General Housekeeping 2 be approved. (D. Walsh/ A. Thareau) **Carried.**

It was moved and seconded that the proposed calendar changes for English's General Regulations be approved. (D. Walsh/ L. Rankin) **Carried.**

6. Reports from Committees: Internal Issues

A. Academic Planning Committee

Dr. Marland announced that the Academic Planning Committee will not be meeting until the new year.

7. General Academic Regulations- 5.6 Evaluation and 5.7 Examination

- Dr. Marland explains that SCUGS is looking for feedback regarding the 5.6 and 5.7 documents. CUGS has reviewed the documents and they feel they are not in a good position to provide feedback. Feedback is welcome from any faculty. It was decided that a special sub-committee be formed from members of the faculty council, to review the documents and provide a response by the end of January. Terry Bishop-Stirling and Chris Sharpe have agreed to sit on this committee. (A. Marland/C. Sharpe).

8. CUGS Chair

- Dr. Alex Marland brought to the attention of the committee that there is still no chair for CUGS. He noted that it is a point of concern.

9. Any Other Business

- Faculty members were reminded of the upcoming special non-voting meeting for Thursday, December 12th in A-1046. The purpose is for further discussion about changing 4.1.1.6 Research/Writing Requirements.
- Faculty members were also reminded of the upcoming special voting meeting for Friday, December 13th in A-1046. Stacey to send out e-mail reminders for both meetings.
- The dean and committee want to thank Faith Balisch for her serving on the committee, and best wishes on her retirement.

10. Adjournment

The meeting adjourned at 13:30. **Carried**

Attendance:

Lynne Phillips (Dean of Arts), Alex Marland, Carrie Dyck, Denise Hooper (Dean of Arts Office), Rob Nolan (Office of the Registrar), Francesca Boschetti(GSU), Rose Anderson, Megan Cluett, Mark Tate (Anthropology), Meghan Burchell (Archaeology), Julissa Roncal (Biology), Craig Maynes, Milo Nikolic, Kathryn Simonsen (Classics), Denise Carew (DELTS), Wade Locke (Economics), Walter Okshevsky (Education), Faith Balisch, William Schipper, Donna Walsh (English), Peter Smith (Folklore), Anne Thareau (French and Spanish), Patricia Dold (Gender Studies/Religious Studies), Norm Catto, Charles Mather, Chris Sharpe, Elizabeth Simms (Geography), Erwin Warkentin (German and Russian), Marica Cassis, Robert Sweeney (History), Phil Branigan (Linguistics), Arthur Sullivan (Philosophy), Scott Matthews (Political Science), Amanda Tiller (QE II Library), Karen Stanbridge (Sociology), Neil Bishop (French and Spanish)

Apologies:

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Meeting of the Faculty Council, Faculty of Arts, Friday, December 13th, 2013

The regular meeting of the Faculty Council, Faculty of Arts, was held on Friday, December 13th, 2013 at 2:00 p.m. in A-1046. Dr. Lynne Phillips, Dean, Faculty of Arts, presided. A list of those present is appended.

1. Approval of the agenda

Moved and seconded that the agenda be approved. (N. Bishop/K Stanbridge) **Carried.**

2. Minutes of the meeting of Faculty Council held on December 4th, 2013.

Moved and seconded to accept the minutes of the December 4th, 2013 meeting of Faculty Council. **Carried.**

3. Business arising from minutes

None.

4. Dean's Report

None.

5. Reports from Committees: Calendar Changes

Undergraduate Studies Committee

Pending minor amendments to the first and last page (students), it was moved and seconded that the proposal Regulations for Certificate Programs in the Faculty of Arts be approved. (D. Walsh/ C. Sharpe) **Carried**

It was moved and seconded to remove all life-long learning certificates from the calendar. (D. Walsh/C. Sharpe)

Pending minor amendments (7.5.3), it was moved and seconded that the proposed calendar changes for the Certificate in Criminology be approved. (D. Walsh/ K Stanbridge) **Carried.**

Pending minor amendments (midterm break- not December holiday), it was moved and seconded that the new course proposal for Sociology 4080 be approved. (D. Walsh/ K Stanbridge) **Carried.**

Pending minor amendments (Criminological Inquiry throughout proposal and delete 3rd line of online exercises), it was moved and seconded that the new course proposal for Sociology 2300 be approved. (D. Walsh/ K. Stanbridge) **Carried.**

It was moved and seconded that the new course proposal for History 3806 be approved. (D. Walsh/ R Sweeny) **Carried.**

In an omnibus motion, it was moved and seconded that the proposed calendar changes for the Existing Russian Program be approved. (D. Walsh/ E. Warkentin) **Carried.**

It was moved and seconded that the proposed calendar changes for Russian 4002 be approved. (D. Walsh/ E. Warkentin) **Carried.**

It was moved and seconded that the proposed calendar changes for German 3900 and 3901 be approved. (D. Walsh/ E. Warkentin) **Carried.**

It was moved and seconded that the proposed calendar changes for French 2300 and 2900 be approved. (D. Walsh/ N Parker) **Carried.**

It was moved and seconded that the proposed calendar changes for Statistics 4530 and 4590 be approved. (D. Walsh/ S. Sullivan) **Carried.**

It was moved and seconded that for the new course proposal for Spanish 2005 and 2006 be approved. (D. Walsh/ M. Anderson) **Carried.**

It was moved and seconded that the proposed calendar changes for the French Major and Honour Programmes be approved. (D. Walsh/ N. Parker) **Carried.**

9. Any Other Business

None.

10. Adjournment

The meeting adjourned at 3:00pm (L Phillips/ N Parker). **Carried**

Attendance:

Lynne Phillips (Dean of Arts), Alex Marland, Denise Hooper (Dean of Arts Office), Rob Nolan (Office of the Registrar), Myriam Osorio (French and Spanish), Neil Bishop (French and Spanish), Donna Walsh (English), Rose Anderson (MUNSU), Robert Sweeny (History), Luke Ashworth (Political Science), Stephen Tomblin (Political Science), Shannon Sullivan (Math/Statistics), Wade Locke (Economics), Doug May (Economics), Kathryn Simonsen (Classics), Seamus O'Neill (Philosophy), Phil Branigan (Linguistics), Erwin Warkentin (German/Russian), Diane Tye (Folklore), Terry Bishop-Stirling (History), Karen Stanbridge (Sociology), Rose Ricciardelli (Sociology)

Apologies:

Francesca Boschetti (GSU Rep), Walter Okshevsky (Education), Alan Klaus, Faith Balisch, Ed Brown (Computer Science Rep)