

Faculty of Humanities and Social Sciences Planning and Research Committee
Minutes of Meeting
Thursday, January 20, 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, January 20, 2022 at 9:30 a.m. via WebEx. Dr. Cory Thorne occupied the Chair and the following members were in attendance:

Dr. Tana Allen	Dr. Matt Milner	Dr. Cory Thorne
Dr. Véronique Forbes	Eva Redmond	Dr. Nick Welch

Meeting Guest – Dr. Ailsa Craig

Regrets: Dr. Jennifer Lokash

1. Introductions

Introductions were made. It was noted that Dr. Craig had been invited to clarify for the committee its role/terms of reference with regard to HSS Equity Survey.

2. Agenda

The agenda was approved as circulated.

3. Approval of Previous Meeting Minutes

It was agreed that the minutes of last meeting, November 18, 2021, be approved (it was noted that there was no meeting held in December 2021).

4. HSS Equity Survey

The draft report of the results of the Equity Survey is not yet completed. It was noted that the information is good for Department Heads. Committee plans to send a report of findings to Faculty Council, with recommendations to the Dean's office and it should be helpful in moving forward. This committee is to be able to have a general overview of findings with recommendations to help address some of the concerns raised. Once Dean finishes review of the final report and seeing the summary and recommendations, the Dean would respond to the recommendations as well as bring the report back to Faculty Council to address some of the concerns.

It was noted that some feedback not really about equity, but some broader concerns about communications flow, etc. Those comments will also be summarized. Need to ensure that people who filled out the survey feel they are being listening to and if there are no direct answers that their concerns are relevant and important and will try to be addressed.

Dr. Forbes invited everyone to send her their 3 major points they took away from the Survey. She will use the information to produce a draft report before the next meeting, working closely with Dr. Milner to complete the draft. For those who need to re-read the Equity Survey, it can be found as an attachment to the Agenda for the October 21, 2021 meeting or on the committee's Brightspace.

It was noted that in terms of getting report completed, for this committee to concentrate on original terms of reference.

5. Henrietta Harvey and George Story Lectureship competition

The deadline for nominations was in January, and there were no submissions received. It was decided to extend the deadline to March 1, 2022. Communications reflecting extension will be issued to heads, departments, faculty council, etc to encourage submissions.

6. Response to Research Strategy Report

It was noted that the deadline for comments was December 17, 2021, but Dr. Allen stated she is on the committee and says to submit the comments regardless, since all comments are to be of help with development. Dr. Thorne encouraged committee members to provide comments directly to him and he will compile and forward on behalf of the PRC.

7. Other Business

- Dr. Craig Spoke about the Strategic Planning Process in terms of ongoing work of this committee. It was stated that the University-wide Framework, “Expanding our Horizons”, is the guide and each Faculty Strategic Plan must feed back into that, and flow down the Faculty level down to departments. Dr. Craig stated this Faculty process will be a consultative process, and in that light it was decided that a draft of the Strategic Plan will be issued to this committee for review and comments (along with others for a fresh set of eyes) before the plan goes to Faculty Council. The Strategic Plan is meant to help us do our work, and help us measure and assess what we do. It is meant to be a good tool to get where we want to go. It can be used as a bridging mechanism between Administration, Faculty, and Departments.
- Dr. Milner made committee members aware of upcoming award – NSERC Undergraduate Student Research Award (USRA). A subcommittee of PRC is responsible for the award – reviewing applications from students and making a recommendation to this committee. There is an allocation of \$6000 with matching funds from supervisor. Deadline for applications is usually March 7th. PRC March meeting will be fuller based on adjudication of this award. This is not a large workload or onerous on the committee or subcommittee members.
- In response to a concern raised about HSS teaching loads resulting in restrictions for participating in service work, consultative work, etc., it was noted this committee to look at planning and needs of faculty and make recommendations after discussion and consideration.

Next scheduled meeting is Thursday, February 17, 2022, 9:30 a.m.

Meeting adjourned at 10:18 a.m.