

EXECUTIVE COMMITTEE
Minutes of the meeting of June 10, 2014
Arts 509 - 13h00

Présent(e)s : T. Allen, L. Bowker, L. Burns, R. Clément, A. Côté, D. Côté, F. DeBruyn, K. Gajewski, A. Gilbert, S. Grosjean, R. Grutman, L. Hotte, E. Kranakis, M. Lagacé, A. Lewkowicz, É. Mathieu, C. Milat, K. Orr, D. Paré, N. St-Onge, A. Taylor, M. Telmissany, M. Charron, L. Von Flotow, A. Wright.

Excusé(e)s:

Absent(e)s : V. Bernard, R. Mashaie, M. Saner.

Invités : C. Bernard-Rousseau, R. Fontaine-Azzi, J. Pouliot, N. Ouimette, K. Proulx.

Dean Antoni LEWKOWICZ chaired the meeting.

The meeting was preceded by a lunch for all members and some additional guests to thank everyone for their contributions during the year.

Opening remarks: The Dean welcomes incoming Chairs and Directors for the next academic year.

13-14-10-01 Approval of the agenda

Approved.

13-14-10-02 Adoption of the minutes from the meeting on May 13, 2014

Approved.

13-14-10-03 Matters arising from the minutes

Nothing to report.

13-14-10-04 Report of the Dean (A. Lewkowicz)

a) Selection Committee for a new Vice Dean (Research)

L. Hotte will finish her mandate on August 31, 2014, and the Dean thanks her for her enormous contributions. A call for nominations has been circulated. A Selection Committee must be struck, and it must include two Chairs/Directors.

Decision: D. Paré (CMN/ESI) and L. von Flotow (TRA) will sit on the Selection Committee.

b) Spring 2014 Convocation

Convocation will take place at the NAC on Friday, June 13. There are two ceremonies for the Faculty of Arts (9:30am and 2:30pm). All professors are encouraged to attend, and especially those who have a graduating doctoral student. All the students graduating from a particular discipline will cross the stage one after the other, and professors are encouraged to move to the right-hand side of the stage to congratulate students. Lisa Laflamme (journalist and uOttawa alumna) will receive the Honorary Doctorate. Two students will act as major de promotion (one at each ceremony). The Dean will make some brief remarks about the 125th Anniversary of the Faculty of Arts. Professors are also welcome to go down to the lower level before the ceremony to meet students beforehand (find Charles Rousseau to facilitate access). Professors are also encouraged to remain in the lobby after the ceremony to meet students and their parents.

Action: Identify some professors to congratulate the BA General students on the right-hand side of the stage.

c) 125th Anniversary Celebrations

- There will be a “5 à 7” event on the evening of Sept. 23 for external guests with the present and past Deans. MUS will provide music.
- There will also be a free BBQ for the entire Arts committee on Sept. 24 (11:30am-2:30pm) which will also include an aerial group photo. The location is to be confirmed, but it will likely be at the sports complex (corner of King Edward Ave and Templeton). The Faculty offices will be closed to facilitate staff participation. Professors who are teaching during this time are encouraged to cancel classes and to substitute a different learning activity to make up for this class.
 - **Suggestions:**
 - Perhaps get a high profile speaker (e.g. Aliya-Jasmine Savani) to attract participants.
 - Inform the media to generate some buzz.
- We hope to have a proclamation by the city, and perhaps to invite the Mayor.

d) Faculty Strategic Self-evaluation Report

Report will be finalized and delivered this week. There will be a visit by external evaluators in the Fall.

e) Vice Dean at FGPS

Congratulations to our colleague Lynne Bowker, who will take up the position of Vice Dean of the Faculty of Graduate and Postdoctoral Studies on July 1, 2014.

13-14-10-05 Report of the Vice Dean of Undergraduate Studies (A. Taylor)

a) Enrollments

Arts is down about 1500 applicants in comparison to 2013, but we are doing better with regard to enrollments, which are largely comparable to last year. If the year-to-date indicators are reliable, we will end with a similar number to last year. Other Faculties are all up – some

considerably – so there is still work for us to do. The Vice Dean can provide a detailed breakdown for each department upon request.

b) Restructuring of the Undergraduate Office

Changes have been proposed and implemented following of a detailed and thorough analysis. Direct contact with departments will be retained (all will have a contact person). However, there are some changes with regard to division of tasks into operational tasks and client services. This will hopefully lead to a better quality of service in both areas, particularly as students are becoming more demanding. This new structure will also allow for a slight cost saving. It has also allowed some supervisory positions to be created, which will hopefully reduce turnover among staff. Chairs and Directors are encouraged to visit the newly organized physical space to get a better sense of how these improvements have manifested.

Question: Given that all the academic assistants are in an open office, does this compromise confidentiality when students wish to consult an academic assistant?

Response: Advisors have individual offices. The Faculty can explore whether an office could be made available by reservation for other consultations.

Question: Will timetables still be created by the academic assistants?

Response: This will become the responsibility of the operations team (in consultation with departments).

c) Ontario Online Initiative

The Ministry will make a contribution to the development of a certain number of online courses. A second announcement will come soon, but there will likely be a short deadline, and it's not yet known exactly what the final parameters will be. The university would like to be prepared, and is especially interested in developing clusters of offerings, as well as courses in French, introductory high-enrollment courses, or upper-level low enrollment courses that could be offered in collaboration with other institutions. There must be a commitment to offer the course for five years. Course content remains the intellectual property of the professor, but the presentation package belongs to the university. A concern is that enrollment might be limited to small groups. If departments have suggestions, please submit them to the Vice Dean, who will pass them on to Yves Herry (A-VP of TLSS).

d) Digital Journalism

The program was approved by Senate yesterday. A positive write up has already been published in *Le Droit*. It seems to be a promising model (collaborating with the colleges) and is perhaps one that we could seek to expand. It will be announced in the ViewBook.

e) Interdisciplinary Courses (Foundational Courses)

This new structure for foundational courses was approved by the Senate yesterday. We hope to be able to offer 10 sections next year. There will be a call for proposals in September with a deadline of mid-October. There will be another meeting in September for professors who are interested in participating to meet with others and see what collaborations might be possible.

13-14-10-06 Report of the Vice Dean Research (L. Hotte)

a) New programs for internal funding

- The Office for the Vice President-Research has reviewed and restructured their funding programs with the goals of ensuring the pertinence of internal funding and of helping researchers to obtain external funding. (Note that Faculty of Arts funding structures will be reviewed in the coming year to ensure that they align with the university programs and to decide how to best allocate what is now a reduced budget as the contributions from the OVP-R has been reduced.) Highlights of changes to the university programs include the following (more details are included in the PowerPoint slides presented by the Vice Dean):
- Programme de financement pour le développement de recherche
 - Aimed at new researchers and for transition funding (for professors whose projects have been recommended but not funded).
- Conferences/Workshops on Campus Opportunity
 - No changes apart from deadlines (to align with SSHRC schedules)
- Programme de voyage à des colloques internationaux
 - Now limited ONLY to new researchers
- New: Programme de financement pour la création d'équipes de recherche interdisciplinaire
- New: Emergency Fund for Minor Equipment Repair (for multi-user equipment)

Discussion:

- This will affect the presence and reputation of uOttawa on the world scene.
- Given that Arts is not hiring, we will be disproportionately affected by funds restricted to new professors.
- Perhaps the Faculty should invite someone from the Office of the VP-Research to come and explain the programs and address the concerns of professors.
- Arts is being disadvantaged as compared to other Faculties; there is no strong voice from the Humanities at the higher levels of administration (i.e., VP-Academic and VP-Research)
- There is a certain lack of coherence in that one of the *Destination 2020* objectives is internationalization, but now there is no funding for established professors to attend international conferences.

b) Honours and Prizes

A number of Arts colleagues have recently been finalists or received prizes or honours:

- J. Delisle (TRA) received an Honourary Doctorate from the Universitatea Stefan cel Mare Suceava in Romania
- A. Reinhartz (CLA-SRS) was elected a Fellow of the American Academy for Jewish Research
- L. Abanto (LLM) and R. Connors (HIS) were finalists for Capital Educators' Awards

13-14-10-07 Report of the Vice Dean of Graduate Studies (F. de Bruyn)

a) Trillium Award

A Trillium Scholarship has been awarded to a student applying to the doctoral LIN program.

b) Program approvals

The PhD in Communication was approved by the Senate at their last meeting, as were the ISSP's collaborative MA and diploma.

c) FGPS thesis regulations

Thesis regulations have been significantly overhauled and a complete draft is now available for discussion. It will be circulated and colleagues are encouraged to discuss this with their departments. Two important changes include the following: 1) all theses will automatically proceed to defence with the permission of the supervisor (even if the examiners have submitted conflicting reports), and 2) when comments are received, they will be circulated to everyone (student, supervisor and all jury members).

d) Admissions

Numbers of admission offers and acceptances are stable in comparison to last year. The overall picture is encouraging.

e) Program Changes

Any departments looking to implement program changes must submit them to the Graduate Committee in August or September in order for them to be in place for September 2015.

f) Restructuring of the Graduate Office

Some rationalizations will be happening, and the Vice Dean will make a fuller report in the Fall.

13-14-10-08 Report of the Acting Vice Dean (Governance) and Secretary (L. Bowker)

a) Elections for Faculty Teaching Personnel Committee

The election is underway and colleagues have until noon on Monday, June 16 to vote by secret ballot. Chairs are asked to remind and encourage members to vote.

b) Selection Committee for a New Dean

As of the deadline Monday, June 2, five eligible candidatures from four different departments had been received for possible election to the Selection Committee. Two members must be elected, and the vote will take place at an extraordinary Faculty Council meeting on September 9, 2014.

c) Nominations for Undergraduate Studies Committee, Graduate Studies Committee and Research and Publications Committee

Several candidates are needed for each of these committees. The election will take place at an extraordinary Faculty Council meeting on September 9, 2014.

d) Faculty Council representatives

Chairs and Directors are reminded to please send the names of their departmental

representatives who will sit on Faculty Council in 2014-2015. These names and contact details should be sent to the Office of the Vice Dean (Governance).

13-14-10-09 Report of the Chief Administrative Officer (N. Ouimette)

- a) A reminder that staff must enter their vacation dates into the system in advance of taking them. Directors should please approve the vacations in a timely fashion.

13-14-10-10 Varia

- New exhibit on first floor of SMD to celebrate the 125th Anniversary of Arts
- A reception will be held in advance of the next Faculty Council meeting to acknowledge the major contributions made by L. Hotte and D. Bachand during their mandates as Vice Deans of Research and Governance, respectively.
- The Dean offers sincerely thanks to colleagues on the Executive who have finished mandates in various types of positions: A. Coté (PHI), L. Hotte (Vice Dean, Research), I. Kranakis (HIS), K. Proulx (Marketing/Comm (maternity leave), L. Bowker (Acting Vice Dean, Governance), C. Milat (FRA), J.-A. Cyr (Assistant to the Dean, maternity leave)
- The Dean welcomes new members to the Executive Committee for 2014-2015: R. Grutman (FRA), P. Rusnock (PHI), K. Fianu (HIS), M. Lagacé (Vice Dean, Governance).
- The Dean thanks all Executive Committee members for their service during 2013-2014.

The meeting closed at 3pm.

Acting Vice Dean (Governance) and Secretary



Lynne Bowker

16.06.2014