A meeting of Faculty Board was held on Friday, November 29, 2013 at 3:30 p.m. in Macdonald Hall Room 001. Mr Ascough was in the Chair.

1. Adoption of the Agenda
   Moved by Mr. Mason, seconded by Ms. Beauchemin and carried “that the Agenda be adopted.”

2. Approval of the Minutes
   Moved by Ms. King, seconded by Ms. Atkinson and carried “that the minutes of November 8, 2013 be adopted.”

3. Business Arising from the Minutes
   There was no business arising from the minutes.

4. Dean’s Report
   a. General Report
      The full text of the Dean’s report can be found on the Arts and Science website (http://www.queensu.ca/artsci/about/faculty-board).
      The Arts and Science 2014-2016 budget, which aims to achieve financial sustainability by 2015, has gone to the Provost with a formal presentation on December 10, 2013. A decision on the budget’s acceptability is expected in early 2014. Some of the activity goals outlined in the budget support, either directly or indirectly, the main objective of financial sustainability. There are proposals to expand alternative modes of study, faculty renewal, enhanced student engagement through blended learning, development of a learning outcomes framework, increase experiential learning opportunities, as well as developing mechanisms for credit exchange with other institutions.

      It is expected that increased revenues will come from several sources. The most important of which is the increase in 1st year enrollment made possible by the addition of the new residences; Arts and Science has asked for a significant number of those spaces. Also, we will expand the number of dual-degree and internship options and recruit more international undergraduate students. We will be looking for new markets for our existing programs and searching for opportunities to establish endowed chairs.

      These activities, especially the increase in 1st year enrollment, are required to address the Faculty’s structural deficit. To prepare for these activities the budget proposes an increased deficit next year, so we can invest in staff and program work to be able to grow our student numbers. According to projections, we will have a budget surplus by 2015 that will continue to grow into 2017. The surplus will be used to offset enrollment shortfalls, unexpected increases in labour settlements, new program initiatives and additional academic staff.

      Of note, the Isabel Bader Centre for the Performing Arts will open in 2014, providing a home for the Department of Film and Media and teaching spaces for Music, Drama and the Bachelor of Fine Art programs.
Also, in 2014 the Faculty Office will consolidate and move from Mackintosh-Corry Hall to Dunning Hall.

5. Arts and Science Undergraduate Society Report
Mr. Mason announced that the ASUS International Student representative, James Pang, is developing a survey to ask both international and domestic students about the tuition fees and the level of service they receive; and, as well as considering how best to represent international students within the AMS.

This March marks the first standardized DCS elections. At present some DCS representatives are elected and some appointed. Since the DCS representatives have voting privileges at Faculty Board they should be elected.

The ASUS peer tutoring services will host group session this year. The cost will be $5 per session with for groups ranging from 3 to 6 persons. Groups will be established according to demand.

The deadline for submissions to Social Science undergraduate journal Politicus is February 12, 2014.

6. Question Period
It was asked if there were departments that will merge as they move into the Isabel Bader Centre for the Performing Arts. Dean Mumm clarified that Film and Media will be moving into the Center and the other departments will make use of the space as needed. For the past 3 years or so there has been discussion among the School of Music, the Department of Drama, and the Bachelor of Fine Art Program about sharing resources and curriculum development. These discussions are ongoing.

An Arts & Science Senator asked that in light of the planned increase in enrollment what plans are in place to cope with the increase need for instructors, TAs and class space. Dean Mumm responded that the submitted budget projects an increased deficit for next year as it includes money to prepare for the increased enrollment.

Ms. Duchaine revealed that there is the perception that the marks awarded in the Department of Political Studies are quite a bit lower than for other departments and asked if Departmental marks will be collected and disseminated as required by the Arts and Science policy on grading. Mr. Horton replied that the policy is in place and that the report will be forthcoming in the new year. He clarified that upon changing to the new grading system there was a complete analysis of the grades in the Faculty of Arts and Science and that while the mean grade for the Department of Political Studies was comparable to that other departments the range of grades was more narrow, with fewer A+ and failures.

Ms. Beauchemin asked why the library representatives were not voting members of Faculty Board. Mr. Smith noted that library representatives are present at Faculty Board and that the question of voting rights should be brought to the Procedures Committee.

7. Communications
There were no communications.
8. Report of the Academic Orientation Committee – Appendix A – for approval
Moved by Ms. Chivers, seconded by Mr. Mason and carried “the Academic Orientation Committee Report on Orientation 2013 be approved.”

Ms. Chivers noted that orientation was a success due to the effort of the students who worked to develop and implement the program. A notable new event, developed by ASUS, was “The Non-academics of Academics” that focused on health, wellness and mental health.

9. Curriculum Committee Omnibus Report – Appendix B - for approval
Moved by Mr. Greenfield, seconded by Ms. Duchaine and carried “that the Omnibus Report Part III be approved.”

10. Academic Regulations (Music and New Regulation 18) – Appendix C – for approval
Moved by Mr. Horton, seconded by Ms. Walker and carried “that amendments to the Academic Regulations be approved.”

The two main considerations were the new regulations to deal with Arts and Science students taking courses in other Faculties, the Bader International Study Centre and other collaborative programs and the addition of new program requirements for keyboarding in the Bachelor of Music program.

11. Admission Regulations – Appendix D – for approval
Moved by Mr. Horton, seconded by Ms. Walker and carried “that the amendments to the Admission Regulations be approved.”

To note was the dropping of the keyboarding entrance requirement for the Bachelor of Music.

It was asked if, for the determination of a dual-degree how is the second degree determined to be “substantially different”. Mr. Horton replied that in many cases the dual-degree combination has already be approved and so are valid. For a new combination, of which there are a large number of possibilities, the specific combination is examined to ensure the second degree is “substantially different” from the first.

12. Faculty of Arts and Science – Mandate/Vision – Appendix E – for discussion
Dean Mumm led a discussion of the Vision and Mandate document that has both financial and academic ramifications, and is to be used by departments in their program review (CPR document).

Mr. Wanless suggested that the document might also address equality and accessibility.

Ms. Duchaine suggested that there be some commitment to the diversity of program offerings. In addition, Ms. Duchaine was wondering if the phrase “inculcating good judgment in its diverse modes” could be clarified.
Mr. Dalrymple noted that there was no statement about the outcome of our teaching, research or service. Ms. Duchaine agreed that additional emphasis on student outcomes would strengthen the utility of the document.

Because of its overuse, Ms. King (Kinesiology and Health Studies) suggested a reduced emphasis on the use of “excellence”.

Ms. King (English) suggested that the list either be ordered by importance or ranking or alphabetically if the current order does not represent the relative importance of the listed priorities/values.

Mr. Day wondered if “community” as used in the document also referred to those outside the university. Perhaps “civil society” or “public sphere” might be more inclusive.

Mr. Ascough mentioned that comments at a later date are welcome, to which Mr. Wanless added that documents such as this are often considered “living documents” and are constantly updated and renewed.

There was some discussion if the word “Discovery” should be used to represent “Research”, but not all disciplines do “Research”. On the other hand some disciplines “Create” rather than doing either discovery or research.

13. School of Religion – Theology Programs – for information
Dean Mumm announced that admission has been suspended to the Master of Divinity, Master of Theological Studies and Bachelor of Theology for 2 years.

14. Notice of Motion – Appendix F – for information
The Department of Film and Media will be introducing a motion to change the name of the Department to the School of Film, Media, and Cultural Studies.

15. Notice of Motion – for information
Mr. Morelli will be introducing a motion that Faculty Board move into Committee of the Whole with Richard Ascough in the Chair to discuss the implications for students and faculty within the Faculty of Arts & Science of the School of Graduate Studies’ new Time to Completion policy.

16. Notice of Motion – for information
The School of Computing and the Faculty of Education will be introducing a motion to delete the Concurrent Education/Bachelor of Computing Program as of September, 2014.

17. Other Business
There was no other business.

The meeting was adjourned.

Pat Costigan, Secretary Richard Ascough, Chair
Faculty Board Faculty Board