A meeting of Faculty Board was held on Friday, April 11, 2014 at 3:30 p.m. in School of Kinesiology and Health Studies Building, Room 101. Mr. Ascough was in the Chair.

1. **Adoption of the Agenda**
   Moved by Mr. Fort, seconded by Mr. Kavanagh that “the agenda be adopted.” As the business of the Nominating Committee required an election, item 10 was moved forward to after Approval of the Minutes. With this change the agenda was adopted.

2. **Approval of the Minutes**
   Moved by Ms. Beauchemin, seconded by Mr. Morelli and carried that “the Minutes of March 7, 2014 be adopted.”

3. **Report of the Nominating Committee – Appendix A – for approval**
   Mr. Kavanagh will move “that the Report of the Nominating Committee be approved.”
   Mr. Ascough gave some background on member selection for Faculty Board representatives to Senate.

   “The Nominating Committee, with Mr. Kavanagh as Chair, was tasked with bringing forward a slate of nominees to fill 9 vacant positions as FB representatives to Senate. As of the March meeting the Committee had not secured enough names, so I put out the call for more people to come forward to serve in this capacity. And you responded well – so much so that we now have 12 people willing to serve. Thank you to all of you who are willing to let your name stand. This does mean, however, that we are required to hold an election.”

   Mr. Ascough then explained the voting process noting that only Faculty Board members may vote and that each member could vote for up to 9 candidates. Mr. Kavanagh and Ms. Monte were charged with distributing and collecting the ballots, and once voting was completed took the ballots to an adjacent office for counting.

   Mr. Ascough asked for nominations from the floor. There were none. Moved by Ms. Monte, seconded by Mr. Tahiri and carried that “nominations be closed.” Mr. Ascough introduced the candidates who were present. Once all candidates had been introduced voting began. Once voting was complete, Ms. Monte and Mr. Kavanagh left to tally the votes.

4. **Business Arising from the Minutes**
   Mr. Ascough reported on business arising from the previous meeting.

   “At the March meeting of Faculty Board, Mr. Morelli requested as an agenda item that there be an informal discussion session devoted to CDS and online/blended learning. I have invited Associate Dean Brenda Ravenscroft to address the issues, but as she is not available for this meeting, we will hold this discussion at the May Faculty Board meeting.”

5. **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). There were no questions on the Dean’s report.

6. **Report from Arts & Science Undergraduate Society**
   Mr. Tahiri reported at ASUS has a new service ASUS Trips that provides day adventure trips that give mainly international exchange students a chance to experience Ottawa and
Jacket sales this year were their highest, perhaps due to homecoming.
ASUS camps are underway.
Orientation week planning has begun.
The Queen’s Science Undergraduate Journal has been holding internship workshops and has
starting giving grants for undergraduate ideas.
Politicus has published its first edition. Mr. Tahiri noted that he was published in this first
dition.

Mr. Ascough thanked Mr. Tahiri and Mr. Mason for their work in representing the students
at Faculty Board.

7. **Question Period**
There were no questions.

8. **Communications**

Mr. Ascough noted that Ms. Kathy Jackson, the Undergraduate Chair in the School of
Kinesiology and Health Studies was attending her last Faculty Board meeting as she was
retiring at the end of April of this year. Mr. Ascough wished her all the best and she was
warmly applauded.

Mr. Ascough announced that in the fall semester of 2014 Faculty Board will pilot a
discussion forum. The forum will resemble a Committee of the Whole without motions or
minutes or the usual restrictions on contributions. The intent is that it be a free forum for the
discussion of topics of concern. Forums will be scheduled only when a regular Faculty
Board meeting might be canceled due to a brief agenda and not more than once a semester.
There will be a call for discussion topics.

9. **Chief Information Officer and Associate Vice-Principal – for discussion**

Mr. Wandschneider spoke briefly before taking questions. He noted the difficulty that any
organization has in keeping up with the latest information technologies and that for Queen’s
the status quo is becoming unsustainable. IT services needs to streamline its operation while
at the same time improving security and maintaining privacy. He is looking for input on the
implementation of collaborative tools at Queen’s, specifically moving Queen’s faculty and
staff to the Office 365 cloud-based service. (see Appendix A of the agenda discussion
points)

Ms. Beauchemin asked if Mr. Wandschneider was aware of the CAUT’s campaign against
the implementation of Office 365. Mr. Wandschneider replied that CAUT’s concerns are
similar to what many constituents are saying. He noted that page 2 of Appendix A addresses
many of those concerns, including the issue of data protection raise by the CAUT.

Mr. Lucas pointed out that the servers that host Office 365 are in the United States. He was
informed that as soon as the data was in the US, it was owned by the US. Mr.
Wandschneider replied that the Information and Privacy Commissioner of Ontario has
assured him that while the data may be on servers in the US the data is still ours. In
addition, the security that Microsoft has in place is better than what Queen’s has in place
currently.

Ms. Walker asked if our email service, which was recently migrated to Outlook, moved to a
different system yet again. Mr. Wandschneider said that email transition would happen in
the background and that users will notice any difference.
Mr. Morelli wanted clarification on which concerns listed in Appendix A page 2 were misconceptions and which were genuine concerns. Mr. Wandschneider noted that the first three concerns listed are misconceptions while the remaining require a more complex discussion. However, the Information and Privacy Commissioner of Ontario has said that there is no difference between storing the data in Dupuis Hall versus storing it in the US. In addition, Microsoft does not want to give data to the NSA as that would be bad for business. There also strategies to improve data security including encryption.

Mr. Parker relayed advice given to him that the best defense was to encrypt data on their machines. Mr. Wandschneider replied that while encryption is possible the user is required to keep track of encryption keys which most users find cumbersome.

Mr. Horton noted that while there may be concern moving data through the US, in Canada one must consider the Communication Security Establishment of Canada, which may be as problematic as the NSA. Mr. Wandschneider agreed.

Mr. Greenfield questioned that if the service is free what is in it for Microsoft and what stops them from moving it to a pay service once it is established? Mr. Wandschneider supposed that for the undergraduate student Microsoft is creating users that will continue to use the tools once they leave the University. It may also be a response to the development of the Google platform.

Mr. Morelli asked about the decision making process and the time frame for implementation. Mr. Wandschneider hoped that an IT oversight committee would be in place in time for this approval but it is not. At present there are several advisory committees and then to Operations Review Committee and finally to the VP Operations and Finance. Additional details on Mr. Wandschneider’s responses to questions see his blog at - http://www.queensu.ca/connect/cio/2014/04/14/responding-to-faculty-questions-on-moving-to-the-cloud/.

3. **Report of the Nominating Committee** – Appendix A – for approval – continued
Ms. Monte and Mr. Kavanagh returned with the results of the election. Those elected were: Mr. Pugh, Mr. Rappaport, Ms. Hill, Mr. Loock, Mr. Mingo, Mr. Morelli, Mr. Haklai, Mr. Lamoureux, and Ms. Walker. Mr. Ascough thanks all those who let their names stand for election to Senate.

10. **Enrollment and Admission Targets** – for approval
Moved by Ms. Duchaine, seconded by Mr. Smolej, “that Faculty Board be presented with enrolment and admissions targets, as prepared by the Dean, for discussion prior to their submission to the Strategic Enrolment Management Group and the Senate Committee on Academic Development.”

Ms. Duchaine clarified that Faculty Board would not vote on the admissions targets but bringing them to Faculty Board will allow faculty members and students to understand the challenges and opportunities for the faculty’s growth.

Mr. Tahiri said that knowing would help with planning of orientation week for example. Mr. Morelli asked when the enrollment targets could be brought to Faculty Board and when are they presented to SCAD. Dean Mumm responded that presenting the targets for 2014-15 would not be possible but it would not be a problem for future years.

The motion carried.

11. **Curriculum Committee Omnibus Report** – Appendix C – for approval
Mr. Greenfield move, seconded by Mr. Fort, and carried “that the Curriculum Committee
Omnibus Report Part VI be approved.”
Mr. Greenfield thanked the committee members and faculty office members and staff for their work over the year. A round of applause showed that Faculty Board members appreciated the committee’s work as well.

12. **Arts Graduate Council Curriculum Submission Report** – Appendix D – for approval
Ms. Bénard moved, seconded by Mr. Morelli, and carried “that the Arts Graduate Council Curriculum Submission Report – April, 2014 be approved.”

13. **Science Graduate Council Curriculum Submission Report** – Appendix E – for approval
Mr. Lemieux moved, seconded by Ms. Beauchemin, and carried “that the Science Graduate Council Curriculum Submission Report – January, February, March and April, 2014 be approved.”

14. **Amendments to Faculty of Arts and Science Regulations** – Appendix F – for approval
Mr. Horton moved, seconded by Mr. Morelli and carried “that the Amendments to Faculty of Arts and Science Regulations be approved.”

Mr. Horton pointed out some significant changes to the regulations concerning academic integrity, program regulations, the appeal process and the addition of a distance career.

15. **Progress Report** – Appendix G – for information
Mr. Horton presented the Academic Progress Report and noted that after a small increase in 2010 with the introduction of the new academic regulation there are fewer students being required to withdraw for three years, suggesting that the new regulations are working.

16. **Grades Report** – Appendix H – for information
Mr. Horton presented the Grades Report. That Life Science was not included in the report was an oversight and will be corrected.

17. **Other Business**
Richard Ascough
Chair, Faculty Board

Patrick Costigan
Secretary, Faculty Board