A meeting of Faculty Board was held on Friday, September 29, 2017 at 3:30 p.m. in the School of Kinesiology and Health Studies – KHS101. Mr. Rose was in the Chair.

1. **Adoption of the Agenda**
   Moved by Mr. Smith, seconded by Mr. Mingo, that “the agenda be adopted.” With the notice that the notes for the meeting of April 28, 2017 be removed, the agenda was approved.

2. **Approval of the Minutes**
   The notes for the meeting of April 28, 2017 do not require approval.

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

4. **Arts and Science Undergraduate Society Report**
   Ms. Lagundzija, ASUS President, had the following report. Ms. Lagundzija updated the Board on upcoming ASUS projects. First, Ms. Lagundzija noted that orientation week was very successful. Many students participated. New orientation events this year included ‘How Do You Deal’, which focused on equity and inclusion. ASUS is in the process of hiring their new orientation team and ASUS is very excited to be working with Ms. Benard on the Undergraduate Working Review Group on Orientation Week. Updates on next year’s orientation week will be provided throughout the year.

   This year ASUS will be working on two experiential learning projects. The first is a consolidation of all experiential learning offerings in Arts and Science. ASUS will be asking all departments to review the list of compiled experiential learning courses and correct any errors and fill in any missing details. The goal is to provide a hub of courses so students can plan to integrate experiential learning into their studies. Work will also be done on the Applied Learning Credit, which is similar to an independent study. Another focus will be undergraduate research. Last year ASUS passed the Arts and Science Undergraduate Research Fund, an opt-out fee that student contribute and is matched by the Faculty. The fund is projected to be $60,000, which will all go toward undergraduate research. Ms. Lagundzija encouraged undergraduate students to apply for funds whether it be for work already underway, future work or conference travel. Applications will be open from October 13th to November 3rd. More information will follow in the next few weeks.

   Lastly, Reflection Room, a student study and meeting space, which was once the Red Room but it is now blue, is open. The space acknowledges the historical and continuing impact that colonization in Canada and its impact on indigenous students, faculty and the community at Queen’s. It features an official land recognition and will soon have a display of artwork that is a collaboration of students on campus. The official opening will be in November and updates and invitations will follow.
For questions and comments about current or upcoming ASUS projects please send an email to president@asus.queensu.ca.

5. Dean’s Report
Detail of the Dean’s report can be found at http://www.queensu.ca/artsci/staff-and-faculty/faculty-board/2017-2018

Speaking to Faculty Board, Dean Crow first acknowledged the territories that the Board was visiting on during the meeting and introduced herself to the members. Dean Crow welcomed the members to the 2017-18 academic year and thanked Mr. Smith (Vice Dean), Ms. Jamieson and all the Associate Deans who were welcoming and facilitated a seamless transition into the Dean’s office. The Dean thanked the ASUS executive for taking the time to introduce her to Queen’s through a walking tour of the campus. In July and August, the Dean met with all the department heads, most of the heads of student government and with numerous staff members. ASUS invited the Dean to eight orientation events and she agreed with Ms. Lagundzija that hearing how students dealt with racism and homophobia in the ‘How Do You Deal’ session was very powerful.

The Dean pointed out a few things of interest. Undergraduate applications to Queen’s was up by 41%, an incredible increase, due to the work of the recruitment staff and the new programs offered. Graduate applications increased, however, we continue to miss our target, which is critical since funding is tied to meeting your undergraduate and graduate enrollment targets. Queen’s has missed its graduate targets in the last two strategic mandate agreements. If graduate enrollment targets are not met in the next agreement, Queen’s will lose graduate spaces.

The following are the issues that will be the focus of the Dean’s next few years.

The Dean felt Queen’s had a comprehensive response to the Principal's Implementation Committee on Racism, Diversity, and Inclusion (PICRDI) and Truth and Reconciliation Commission (TRC) reports. Work will continue on the issues of diversity, inclusion, and indigeneity.

There will also be an increased focus on research and graduate education.

There will be additional professional development for new hires as money is now available for faculty renewal, which will be a place to address equity and diversity.

There will be some recent news from advancement for embedded mental health counselors that will be announced when finalized.

There is some work being done concerning Queen's University Biological Station and Art Conservation.

6. Question Period

Ms. King wondered if there was a more gender neutral way of addressing each other in the meeting, which would be in line with Senate policy.
Mr. Rose responded that this issue was discussed with former Chair Ascough and the Dean but at present no proposed method seemed appropriate.

The Film DSC co-president suggested using the speaker’s title, as each person present has a role.

Mr. Rose will consider the matter and report back at the next meeting.

7. Communications
   There were no communications.

8. Curriculum Committee Omnibus Report – Appendix A - for approval
   Moved by Ms. Stephenson, seconded by Mr. Walker, and carried “that the Omnibus Report Part VII be approved.”

9. New Undergraduate Admission Pathway
   Mr. Snowdon presented the new First-Generation Admission Policy.

   Following the presentation Mr. Mingo asked how many Queens’ students were in programs at other universities, such as York or the University of Toronto. Mr. Snowdon said that he did not know the numbers for other universities but many students who live in the GTA stay there for school and it is big decision to leave to come to Queen’s. However, Mr. Snowdon noted that Queen’s is recruiting students from the GTA and some will be coming down for Fall Preview.

   Mr. Evans asked if there was an opportunity for faculty and staff to be involved and support the program. Mr. Snowdon said that there are a lot of volunteer opportunities with Pathways here in Kingston. If anyone is interested, including students, contact Mr. Snowdon and he could put you in touch with the Pathways program.

   Elaborating on Mr. Snowdon’s response, Mr. Negus, ASUS Vice-President, informed the Board that ASUS has a club that is connected with Pathways and its members make-up about 25% of the Pathways volunteers.

   Ms. Lagundzija noted that for a student to be considered for the Queen’s Pathways Program they need a letter of support from either a local Pathways Chapter, a Boys and Girls Club of Canada or Crown Wards Canada and if there were alternatives for students, for example, those living in a remote area who would not have these contacts, to get a letter of support. Mr. Pinchin said that these organizations give Queen’s a place to start in organizing the program and if there are future opportunities they would be considered.

   For more information, feel free to contact Mr. Snowdon at snowdon@queensu.ca.

10. Admission Regulations – Appendix B – for approval
    Moved by Ms. Bénard, seconded by Mr. Morelli, “that the proposed additions and revisions to the Admission Regulations of the Faculty of Arts and Science be approved.”

    Ms. Bénard highlighted a few items. The first was to add to the admissions regulation details
about the First-Generation Pathway. The details clarify alternative ways for students to come to Queen’s without altering the entrance standards. Also included are the admission details for the QBridge program, which is an English language pathway to Queen's University for students who are academically competitive for admission to a Queen's undergraduate degree program, but who do not meet the required admission standard for English language proficiency.

Mr. Morelli, while supportive of the Pathways and similar entrance programs, expressed his concerns over the admission changes for students whose first language is not English. Ms. Bénard noted that the purpose of the QBridge program was to help academically competitive students improved their English to the required TOEFL minimum. The faculty office also works with students who need language help during the academic year.

11. Academic Program Regulations – Appendix C – for approval
 Moved by Ms. Bénard, seconded by Mr. Morelli and carried, “that the proposed additions and revisions to the Academic Program Regulations of the Faculty of Arts and Science be approved.”

Ms. Bénard noted that the changes address course overlap in some certificate programs and also amends the list of courses from other Faculties that can be included in degree plans.

12. Academic Regulations – Appendix D - for approval
 Moved by Ms. Bénard, seconded by Mr. Morelli and carried, “that the proposed additions and revisions to the Academic Regulations of the Faculty of Arts and Science be approved.”

Ms. Bénard pointed out minor changes to the regulation on academic integrity and change on the assessment of academic sanding to reflect current practice.

13. 2019-2020 ASC Academic Sessional Dates – Appendix E - for approval
 Moved by Ms. Bénard, seconded by Ms. Fachinger, “that the 2019-2020 ASC Academic Sessional Dates be approved.”

Ms. Chauhan, ASUS Academic Commissioner, asked why the Fall reading week was not inline with Thanksgiving and pointed out that this means that in October the student’s schedules are disrupted twice and how is the Faculty ensuring that this does not disrupt class schedules.

Mr. Morelli responded that Senate felt that Thanksgiving was too early in the term for the break and while most agree that a break would be beneficial, they are taking a wait-and-see approach. Mr. Morelli reminded the Board that in implementing the Fall break there were factors other than just the timing to consider.

In a follow-up, Ms. Chauhan asked how the administration was planning to measure the effectiveness of the break. Ms. Atkinson asked if ASUS would be willing to work with the Faculty to develop a plan to measure the effect of the break. Also, with the implementation of the break, there are now three incomplete weeks in the Fall term and instructors must start thinking about how to schedule their classes and labs.
Ms. Craig added that the effectiveness of a Fall break could be addressed using the just announced undergraduate research fund. In addition, it would be important to quantify both the intended positive effects as well as the unintended negative effects.

Ms. Lagundzija felt that a commitment from the Faculty would show that they are committed to ensuring that the Fall break was a productive week. She also asked what strategies the Faculty is using to ensure minimal disruption to the three incomplete weeks in the term.

Ms. Atkinson clarified that a course’s schedule is the responsibility of the course instructor and that the Board cannot dictate what they do, but it can support them with ideas on best to implement the material.

Mr. Morelli encouraged student leaders to support the Fall break to ensure it was a positive experience.

Ms. Hosek, who noted that students, especially those who are behind in their work, could use the break to catch up, asked why students would be against a break.

Ms. Lagundzija clarified that if the break was in conjunction with Thanksgiving, it would limit disruption to the class and lab schedule, it would be a longer break, which would be more of a rest, and would allow more students to travel home.

14. Report of the Nominating Committee – Appendix F – for approval
Moved by Ms. Fachinger, seconded by Ms. Craig and carried, “that the Faculty of Arts and Science Committee Membership attached be approved.” Ms. Fachinger thanked Ms. Jamison for all her work.

15. New Graduate Program - Ph.D. in Global Development Studies – Appendix G – for approval
Moved by Mr. Mosey, seconded by Ms. Fachinger and carried “that the proposal for a New Graduate Program - Ph.D. in Global Development Studies be approved.”

16. Introduction of Certificates and Degree Plans – Notice of Motion – Appendix H – for information
Note that the Certificates and Degree Plans will be submitted to the relevant review committees this year for approval.

17. Other Business
There was no other business.

Jonathan Rose            Patrick Costigan
Chair, Faculty Board      Secretary, Faculty Board