A meeting of Faculty Board was held on Friday, December 8, 2017 at 3:30 p.m. in the School of Kinesiology and Health Studies – KHS101. Mr. Rose was in the Chair.

Before beginning the business of the meeting Dr. Stayer read a tribute to Dr. James Andrews Leith, a faculty member in Department of History at Queen’s for 35 years, who passed away on October 7, 2017.

1. **Adoption of the Agenda**
   Moved by J. Morelli, seconded by R. Hickey, and carried “that the agenda be adopted.”

2. **Approval of the Minutes**
   Moved by J. Morelli, seconded by S. Inkel, and carried “that the minutes of October 27, 2017 be adopted.”

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

4. **Arts and Science Undergraduate Society Report**
   Sixty-six students applied and requested over $150k in funding, which suggests a demand for undergraduate research support and, hopefully, leads to an increase in participation in the fund as well as an increase in undergraduate involvement in research. Only 75% of the fund was distributed to allow a second granting period in the Spring. Over $55K was granted to support 31 research projects across all departments. The fund will reopen in the Spring and more information will be presented at that time.

   J. Lagundzija reminded Faculty Board of the “Life after ArtSci” professional development summit is planned for Saturday, February 10th. Students will be able to network, hear speakers and participate in workshops run by career services. J. Lagundzija asked members to recommend any faculty that might be interested in participating. J. Lagundzija wished everyone a happy holiday season.

   For questions and comments about current or upcoming ASUS projects please send an email to president@asus.queensu.ca.

5. **Dean’s Report**
   Dean Crow congratulated ASUS on the beautiful revitalization of the Red Room, now the Reflection Room, in Kingston Hall and the success of the undergraduate research fund. Dean Crow reported that this year the joint Senate and Board of Trustees meeting will focus on international and graduate education to raise the profile of graduate education.

   Continuing, Dean Crow reminded the Board that last year, Vice-Dean Smith created the Dean’s Council, which includes alumni from across the country. In a recent meeting, the Dean’s Council members expressed their excitement about the upcoming “Life after ArtSci” event and are recruiting additional alumni member to increase the networking among alumni. There is also some progress on raising funds for embedded counsellors.
Vice-Dean Smith raised $350K in Calgary for an embedded counsellor in mental health for the Faculty of Arts and Science and additional work is being done to fund additional counsellors with one to focus on international students.

This week the Faculty of Arts and Science made their budget presentation to the Provost and Principal. All the budgets included aspects of equity, diversity, and indigeneity. Dean Crow felt that Queen’s is experiencing a shift around these issues and it was rewarding to hear colleagues talk about these issues and the activities and events that are planned.

Dean Crow noted that the first iteration of the Academic Accommodations and Considerations web tool has been launched. The faculty will be assessing the tool’s use and some meetings have taken place about developing best practices for faculty on how to address accommodations and considerations.

Dean Crow wished the Board safe travels and a respectful break.

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

6. Question Period
There were no questions.

7. Curriculum Committee Omnibus Report II – Appendix A - for approval
Moved by J. Stephenson, seconded by member Lamb, and carried “that the Omnibus Report Part II be approved.” Member Stephenson highlighted the new course to support the Certificate in French for Professionals.

8. New Undergraduate Program – Certificate in French for Professionals – Appendix B – for approval
Moved by J. Stephenson, seconded by S. Inkel “that the proposal for a new undergraduate program, a Certificate in French for Professionals, be approved.”

Speaking to the motion, J. Stephenson noted that the program was geared towards professionals working in a bilingual environment such as those who work in health care, government and law professions.

S. Inkel thanked the committee for their insightful work on the certificate program while J. Stephenson added that the process to develop and finalize the program was excellent.

J. Morelli noted that half of the registrants to the program will be distance students and the other half will be on campus but the program budget does not include additional faculty funding. In response, C. Evans clarified that faculty support for the program was added to the department’s base budget and so does not appear in the program budget.
In response to a question on how a language course could be delivered online, J. Stephenson said she was impressed with the teaching strategies developed and the use of technology to compensate for the distance.

Chair Rose called the question and the motion was carried.

9. **2019-2020 BISC Academic Sessional Dates – Appendix C - for approval**
   Moved by S. Blake, seconded by L. Jessup, and carried “that the 2019-2020 BISC Academic Sessional Dates be approved.”

   S. Blake clarified that the dates were set to align the BISC and Queen’s campus dates, and, in response to a question by the DSC Rep Department of Film and Media, BISC already had a Fall reading week in place.

10. **Report of the Nominating Committee – Appendix D – for approval**
    Moved by P. Fachinger, seconded by R. Ascough, and carried “that the Faculty of Arts and Science Nominating Committee Membership attached be approved.”

    While pleased to be nominated, J. Morelli asked that his affiliation listed as Engineering and Applied Physics, be changed to Physics.

11. **Report of the Academic Orientation Committee – Appendix E – for information**
    In her overview of the report, J. Bénard noted that Orientation Week was successful. The events were well planned and well organized and all groups had some aspect of inclusivity to their programs, such as ASUS’ ‘How do you deal’ and PHEKSA’s who invited a speaker from ‘Raise the Flag’. Next year’s orientation committee is already working to add more inclusivity for next year.

12. **Other Business**
    There was no other business.

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