Land Acknowledgement was given by Jonathan Rose. (Refers to website native-land.ca regarding diversity)

1. Approval of the Agenda

J. Rose added a Notice of Motion to the Agenda: that says that be resolved that Faculty of Arts and Science Faculty Board meetings will continue online for 2022-2023. This is just a notice of motion and if adopted I will read it into the minutes, and we will vote on it in November.

Moved to adopt the amended agenda: S. Straker
Seconded: R. Hickey     Carried

Discussion: J. Morelli questioned why his Notice of Motion in the September meeting was ruled out of order by the chair. The motion had to do with the temporary suspension of admissions into the BFA program and was ruled out of order because the chair had no knowledge of such a temporary suspension being contemplated at the time. Of course, that was not the case because there absolutely is a temporary suspension of the program being contemplated.

J. Rose interrupts to remind J. Morelli that we are on a specific item in the agenda, as to whether the revised agenda be adopted. He asked that J. Morelli keep his comments to that.

J. Morelli indicated that his comments are related to this agenda. It has to do with the question of when items that are duly submitted to the agenda are rejected. He indicated that he doesn’t know when else it would be talked about.

J. Rose: Takes J. Morelli’s comments as a no on the vote.

J. Morelli states that that is not his position, but that the Chair is ruling on items properly submitted and not allowing them to come forward to the agenda. The Dean indicated that we are going to have a transparent discussion about this temporary suspension, but we are not even allowed to bring forward a motion.

J. Rose: Motions are always allowed to come forward to the Faculty Board and in my capacity as Chair I seek judgment from the University Secretary and general counsel as to the propriety of the motions. The expert advice I received was that the proposed motion was out of order, and I will return to that at the proper time. At the moment what is on the table is a motion to accept the modified agenda. Any further discussion?

J. Morelli: Point of Privilege Mr. Chair?

J. Rose: Sorry the motion has been put to the floor.

J. Morelli: A Point of Privilege is always in order.

J. Rose: not if the motion is being voted on. I wanted to make sure that we are following process around the appropriate interventions.

J. Morelli: Point of Privilege? At what point is it appropriate?

J. Rose: As indicated to you in correspondence from me, there will be a report in this meeting by the Associate Dean on the roadmap for consultation which may answer some of your questions. That will be the opportunity for you to speak about the process of consultation. The substance of this issue will be raised for discussion in November.

J. Morelli: I understand that but that is not the issue I am trying to raise. It’s about the fact that duly submitted motions aren’t put forward to the faculty.

J. Rose: The process for any member of faculty board if they wish to put a motion on the agenda is to email me, at which time we would post it on the agenda if it is appropriate as a notice of motion and we would duly discuss it. If the item is deemed inappropriate, I will explain to the proposer why that is the case, and the motion won’t be put to the agenda. I did that with you Member Morelli: we met several times, and I sought legal counsel, and I am pretty confident in my decision.

J. Morelli: I had discussions with Lon Knox, but the agenda was posted before those discussions were concluded; I don’t know what the rush was. We have an unusually skeleton agenda,
and the minutes were not circulated. The reality is Notices of Motion are being denied for the agenda unless they suit certain narratives.

J. Rose: My role as chair is independent of the interest of everyone else. I try to ensure smooth running of faculty board and make sure we are following the bylaws. The decision is mine and mine alone. I seek advice and the advice is given to me. The buck stops here.

2. Approval of the Minutes

Moved by J. Morelli
Seconded by Member Wynn Carried

3. Arts and Science Undergraduate Society Report

Advocacy
Academics
• Looking for input and feedback from first years
• DSCs – finalizing hiring for the remaining Departments without representatives
• Deans X DSCs – Thank you to Associate Deans Stephenson and Fraser for your willingness and time in engaging directly with the DSCs. Wednesday November 9th
• UGxDSC
• A space for DSC representatives to collaborate in an informal manner
• Academics Commissioner Alicia Parker will share more information be shared

Homecoming
• Promoting messaging on safety, community building, and being good champions Queen's
• Engaging in campus aftercare and cleanliness campus
• Attending the Homecoming Meet and Greet event with the Advancement Office – looking forward to engaging with Alumni on October 28th
• SVPR Director Kerry Roe is hosting a sheet painting actively on consent and community safety

Orientation Summit
• Working with the AMS on the future and sustainability of Orientation at Queen’s
• ASUS Orientation leadership will be present

Services and Community Outreach
• Over 90 applications for financial assistance for Jackets! A special thank you to our Vice President of Operations Aloka Wijesundara and our Services Commissioner Kana Ogawa who have worked tirelessly in making this an accessible opportunity for many students.
• Exchange buddies and mentorship program – engagement and social events are strong
• Good Times Diner – hot meal service every Wednesday and Sunday out of Chalmers church – we have pre-sign ups and walk-up meals as well
• Supper Series - Successfully ran first supper series with Tommy’s. Over 30 orders and multiple donations went to Autism Partners, Crohn's and Colitis, and Partners in Education.
• ArtSci Community Engagement program
  o Community Outreach Commissioner Elizabeth McHarg and Vice President of Society Affairs Emma Farrell are collaborating with the lead from the City of Kingston on the projects that students will be working on
  o Lots of uptake and interest from students with the program

Student Opportunities
Life After ArtSci
• The Professional Development team and the Advancement Office
• Taking 40 students to the networking summit in Toronto on November 3rd
• Firm visits and a networking evening with Queen’s alumni
Arts and Science Undergraduate Research Fund

- $70,000 in funding is available. Please share with your students and peers who may be interested in undergraduate research. Applications close on November 16th.

Coming Up

- GTD – this upcoming Sunday
- Life After ArtSci – November 3rd Networking Summit in Toronto
- ASUS 132 birthday on November 29th
- Supper series – Tuesday October 25th in the evening order from Tommy’s

4. Reports

1. Dean’s Report

- In-person convocation next week
- Fall Preview this weekend
- Preparing for Homecoming
- Building Community Together Initiative
- Today and Tomorrow is the inaugural launch of the Black Studies Program
- The United Way campaign is under way
- Student Affairs has seen an increase in requests for medical notes being requested by Faculty Members and students. Medical notes are not required for COVID related illness.

2. Associate Dean (Teaching and Learning) Report (J. Fraser) (See APPENDIX A as well)

- How to welcome first-year students into the communities and disciplines, concerns about uneven education in high school
- Arts and Science online: 26 courses in Fall (up 20%) and 59 courses in Winter, Enrolments are at 15,610. Students are both distance and on campus; students like the flexibility of taking some online courses.
- Challenges with new formats – what do we want to be after COVID? Do we want hybrid/blended/flip formats. How do we want to define them and incorporate them? How to support in-person teaching? Progress is ongoing as we are meeting with undergraduate chairs and discussing limited resources.
- Instructors want additional support for their in-person teaching. We have limited resources so we need to do some strategic planning.
- Champion different software packages. Mathematica is one that is currently being used. Could members send him their comments on their use for it and how useful it is? We currently have a free license for this.

Q: S. King: Can you say a little more about this vision for ASO? I’m a little confused because we already have the CTL which does this.

A. Dean Fraser: Yes, we have access to the CTL, and they do wonderful things, but we also have more discipline-based challenges and needs. We don’t know what this is going to look like. We want a process to see if there is a need.

Q. M. Norris: Is there a website?

A. https://www.wolfram.com/mathematica/

3. Associate Dean (Academic) Report (J. Stephenson)

- Has been going to departments re: academic accommodations, and alternative means of assessment. 18 departments down, 12 to go.
- Fall Preview: running events welcoming prospective students. There will be a fair from 9:00-3:00 with representatives from the departments. Thanks in advance to those who are
volunteering.

4. Associate Dean (Research) Report (Von Hlatky)
   - AD research report highlighted three sources of internal funds that can be used to support research/student involvement in research:

     From the Vice-Principal Research Office, there is the annual Undergraduate Student Summer Research Fellowship which provides experiential learning opportunity for continuing undergraduate students the social sciences, humanities and creative arts: [https://www.queensu.ca/vpr/funding/internal/ussrf/guidelines](https://www.queensu.ca/vpr/funding/internal/ussrf/guidelines)

     As part of the Dean’s Initiatives Awards, the Conference Fund provides support for regular faculty members and continuing adjuncts in the Faculty of Arts and Science who are organizing professional conferences, colloquia, symposia, or workshops: [https://www.queensu.ca/artsci/about/meet-the-dean/deans-initiatives-awards](https://www.queensu.ca/artsci/about/meet-the-dean/deans-initiatives-awards)

     The International Research Collaborations Fund supports globally-engaged research collaborations involving graduate students: [https://www.queensu.ca/artsci/grad-studies-and-research/funding-and-scholarships/international-research-collaborations-fund](https://www.queensu.ca/artsci/grad-studies-and-research/funding-and-scholarships/international-research-collaborations-fund)

5. Associate Dean (Graduate) Report (Mabee)

   We have seen a decline in enrolment across graduate programs in 2022-23. In 2021-22, the November Count (on which budgets are set) was 895 students, of which there were 676 domestic and 219 international students. In 2022-23, the count to date (not quite the November number but probably close) is 608, of which there are 510 domestic and 98 international students. Although 2021-22 was an exceptionally high enrolment year, 2020-21 had 768 students by November, so we are considerably lower.

   The FAS has reached out to each unit to ask about your thoughts related to lower enrolments, and also your thoughts about future enrolments – what do you see as ideal enrolments moving forward?

2. Roadmap for consultation on the question of temporary suspension of admissions to the Bachelor of Fine Art (Visual Art) Program (BFA) – for information
   J. Stephenson will discuss.

   The process is guided by Senate Documents (https://www.queensu.ca/secretariat/policies/senate/recommended-procedures-concerning-temporary-suspension-admissions-academic-programs)

   Six steps in the checklist:
   - Working backwards:
     - Step 6: Conveying the decision
     - Step 5: Developing a communication plan about the decision
     - Steps 4 and 3: analysis a suspension of admissions would have on other academic and non-academic units at Queen’s and the impact on equity goals.

   Today I want to speak in a little bit more detail about steps 1 and 2.
   - Step one: Ensure that there are opportunities for affected individuals and groups to provide
input into the decision.

Step two: Ensure that alternatives to temporarily suspending admissions have been explored and explained to the affected individuals or groups, Faculty Board and Senate the feasibility or lack of feasibility of these alternatives.

- In-person consultation began this week of students, faculty and staff in the program
- Next week (Wednesday) this will be open to all students, faculty and staff moderated by L’ Graham who is an external consultant. L. Graham is gathering and compiling input but is not responsible for the final report. They will manage flow of the discussion.
- Next week the Dean is holding on Wednesday and Thursday the Dean is holding office hours for students, faculty and staff of the BFA program. Anyone can book an appointment with her one on one.
- Advancement Staff in Arts and Science are holding meetings with donors, BFA program alumni etc.
- On November 18 at the next Faculty Board meeting, there will be an opportunity for input from you.
- In addition to these opportunities, there will also be a thought exchange open to Queen’s and the public. Thought exchange is an online survey. Questions focus on curriculum, space, plans and courses. Those who take the survey can respond to the questions or the comments of other individuals.
- All questions focus on two important items: 1) the students and the academic experiences of current and future students and 2) visual arts as a discipline.

Q: J. Morelli: I have a lot of concerns about this process. I would like to draw Faculty Board’s attention to the temporary suspension of an engineering tech program that started back in April and was initiated by the faculty themselves. Why is the process for the temporary suspension of admissions to the BFA trying to rush the process?
  How will this affect other units?
  Where is the consultation with cognate departments? Con-Ed, Art History, etc.
  Has there been serious contemplation of alternatives to this suspension?
  What alternatives have been proposed?

The only reason I can see for this is to hide the fact that the Faculty Office has not kept up with the necessary changes and resources to keep the program viable for the CPR.

A: J. Stephenson: Senate does not speak to timeline: time will be taken as necessary, so we are laying out a fulsome program of consultation right now so that all stakeholders will be heard. No fixed deadline has been set and it is ongoing. Thank you for reminding me of something I forgot to mention about cognate departments. Everyone is invited to participate in the consultation. Meetings have been booked with the facilitator and members of cognate departments. Those people will have time with the facilitator and given particular access to this process. As for the alternatives, Senate mandates this, and alternatives are already starting to arrive through the consultation process. These have been creative, engaged, thoughtful and some new horizons are emerging. The process is open and flexible.

Q. N. Vorano: Question from the chat: will the ensuing report be made public? Will any of the consultant’s findings be made public?

A: J. Stephenson: The notes will be delivered to the Faculty Office where they will be provided to people will write the report, then the report will be provided to the provost. L. Graham’s notes will not be made public.
Q. N. Vorano: Some people have voiced confusion over the nature of the discussion on the proposed impact of the proposed suspension, which they feel is all over the place.

A: J. Stephenson: Really there are three questions: 1) Curricula: How to imagine teaching and learning; 2) Resources: predominantly about space, but also resources to support the teaching and learning and 3) Do you support the temporary suspension of admissions? If yes, why? And if no, what alternatives do you propose? The discussions are wide-ranging.

Q. L. Russo: I want to introduce myself as one of the co-presidents of the Fine Arts DSC. I wanted to make my opinion heard as I feel this is the only place I can do that. According to Step 2, we are supposed to be giving alternatives to a freeze, but it seems that the consultations we have been having are more about what problems you have with the program rather than trying to figure out ways to not go to a freeze. Without the faculty (other departments and units), it makes us feel the alternatives are up to the students and we don’t have the facilities to make these alternatives. Even when professors have alternatives it feels like they are not heard because we have to go through this long consultation process. We’ve been told that we are very short on time this is why we have to go to a freeze because of the neglect of the programs. It feels like we are being pushed into a freeze although we almost unanimously don’t want one.

A: Thank you for that.

Q: J. Rose: There was a question for clarification in the chat about which cognate units are on the list to be consulted.

A: J. Stephenson: I have provided several already, which were Art History, Art Conservation, Dan School of Drama, Music, Film and Media, and the Faculty of Education. This list is not comprehensive and if there are other cognate departments who wish to be included, they are welcome to do so. Cultural Studies as well has stakeholders.

J. Rose: I will open the floor to you Member Morelli, but please keep to comments on the process.

J. Morelli:

Why are we expecting students and faculty to come up with alternatives?
What is the Dean’s office offering in terms of alternatives?

J. Stephenson: I will respond to that by saying that you will be hearing more about that in the November Faculty Board meeting. I don’t see how we can have a fulsome discussion with the Board if we’re not being provided alternatives.

J. Morelli: I don’t understand how we can have a fulsome discussion if we are not being provided alternatives until the meeting happens. We are being denied the L. Graham notes. So much for open and transparent processes. Why is there a rush? Is there some deadline we’re striving for? Why can’t this go on until April?

J. Stephenson: We are constrained by the Admissions windows. If the action doesn’t happen before a certain window, then it is deferred for a whole year. We have to be mindful of impact on prospective students.

A: Arauz in chat: Why is re-departmentalization not incorporated into the questions?

J. Stephenson: This is something that has been talked about, it is not off limits. When we were structuring questions, the focus was really on the academic future of the program and student
experience. Administrative structure is important around space and resources.

J. Rose: There will be further discussion on this in the November Faculty Board, according to Senate procedures.

3. **Report of the Nominating Committee** – Appendix A – for approval
   P. Fachinger moved “that the Faculty of Arts and Science Committee Membership attached be approved.”
   Seconded: S. Straker
   Carried

4. **Question Period**

   None

5. **Other Business**

   J. Hosek: We have an opportunity after COVID to think about technology in the classroom. Plea to remember that FTE/Tenure track faculty are core and because we all have limited resources, we need to plow money into that area.
   Jonathan Rose: Reminder of the Meisel Lecture on November 15. (Professor Emeritus Meisel turns 99 on Sunday)

Meeting adjourned at 4:37

J. Mennell, Secretary
Faculty Board

J. Rose, Chair
Faculty Board
APPENDIX A: Dean J. Fraser additional report

Question: “Do you have a backdoor to welcome first-year students into your community?”
Responses from U/G chairs and assistants – Sept 2022.

- Possible starting point: try to understand first-yr students better
  - Learn the profile of the students to see what might be attractive to them (e.g. survey first years)
  - Find out how to reach students effectively (it’s not via email!)

- Connecting through courses
  - Encourage all first yr instructors to change name of “office hours” to “drop-in hours”
  - U/G chair or head visits first year courses to welcome all students
  - Encourage first yr instructors to inform students about programs and community

- Special events
  - Welcome activity (BBQ, or just snacks)
  - Upper years take first years to Gallery (ARTH)
  - Grad students hold Greek and Latin readings once a week (CLAS)
  - Have grad students and professional graduates back for speaker series (insight for first years re: opportunities after graduation) (MIR/EMPR)
  - Bioscience auditorium textbook sale
  - Pre-major night in the Fall
  - Engaging speaker series/book clubs
  - Speed department dating and/or scavenger hunt

- Homework-help centre (with upper year or TA mentors)
  - E.g. Math Help Centre, Phys Drop-In Centre, PSYC Night (with help from SASS)

- Get DSC to help (or upper-year students)
  - Encourage DSC to find first-yr rep, or create new role “Prospective student facilitator”
  - DSC organized welcome event including 1st and 2nd year (e.g., games outside, Trivia contest using Kahoot)
  - Orientation week groups continue to meet monthly over the year
  - PATH peer advising team (HIST)

- Improve communication
  - Newsletters to first year-class lists
  - U/G chair provides “drop-in” hours to any student interested in discipline
  - Create “prospective student” section on website including info on careers, areas of research, and colloquia. E.g. chem

- Work across units
  - Cognate discipline learning communities team up (i.e., humanities/social science), or join forces by building (i.e., French/LLCU, Watson Hall)
  - Open up events to those outside the department (e.g., advertise particularly accessible/exciting colloquia to other U/G chairs)