

**Arts and Science Faculty Council
Minutes of the Meeting held on November 11, 2016**

- Present:** A. Roy; D. Brind'Amour, Secretary; S. Salari, Recording Secretary; E. Buzzetti; J. Capobianco; A. Champagne; E. Champagne; Y. Chaubey; E. Chevrier; ; L. Clarke; R. Courtemanche; M. D'Amico; C. DeWolf; C. Durand; D. Dysart-Gale; L. Faure; A. Furlani; S. Gabriele; D. Gauvreau; A. Golish; P. Gossage; P. Gulick; P. Joyce; C. Kalman; M. Kenneally; G. LeBlanc; A. Mamikonyan; D. Liakin; P. Morden; D. Morris; M. Mulrennan; B. Nelson; S. Qandil; V. Penhune; N. Rashedi; R. Rammal; P. Riva; K. Sawchuk; R. Schmid; D. Secko; M. Sharma; M. Sokolon; A. Thompson; D. Terrien; M-F. Dion; A. Krasznai
- Regrets:** J. Camlot; C. Belkhodja; C. Calegeropoulos;; M. Hale; K. Universitying; R. Paquin; P. Simard
- Guests:** D. Cossette, J.-F. Hamel, G. Carr, B. Nelson, V. Venkatesh, M. Riopel, K. Jean-François, A. Renaud
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Documents Circulated and/or Considered at the Meeting:

ASFC 2016-7M-A	Faculty Research Committee
ASFC 2016-7M-B	School of Canadian Irish Studies, Proposed Department Name Change
ASFC 2016-7M-C	Department of Religion, Proposed Department Name Change
ASFC 2016-7M-D	Department of Applied and Human Sciences, AHSC-24
ASFC 2016-7M-E	Elections and Ratifications
ASFC 2016-7M-F	Department of Sociology and Anthropology, SOAN-27
ASFC 2016-7M-G	Department of Religion, RELI-48
ASFC 2016-7M-H	Reports from the Associate Deans
ASFC 2016-7M-I	Reports from Other University Bodies

1. Call to Order

The meeting was called at 10:03 a.m.

2. Approval of Agenda

- ASFC 2016-7M-1 It was moved and seconded (Kalman/Morris) that the agenda be approved.
Carried, unanimously

3. Approval of the Minutes of the Meeting held September 16, 2016

- ASFC-2016-7M-2 It was moved and seconded (Dion/Chaubey) that the minutes of the meeting held September 16, 2016 be approved.
Carried, unanimously

4. Business Arising from the Minutes

There was none.

5. Remarks of the Dean

Dean Roy thanked everyone who attended convocation November 7 and showed their support to the students and their families.

The next Beyond Disciplines event is “Beyond the Walls” and will take place December 1.

The first implementation stages of the strategic initiatives will take place in the next few months both at the Faculty and University level.

6. Visit from Chief Financial Officer Denis Cossette and Provost Graham Carr: Budget Update

An updated summary of the Budget approved by the Board of Governors for 2016-2017 was presented. This year’s budget exists in a context of significant government funding cuts. Since 2012-13, Concordia, along with other Quebec universities, has faced ongoing budget compressions, resulting in a permanent loss of 10% (about \$40 million) to the University’s operating budget. The University’s priority has been to protect the academic sector.

For the 2016-17 fiscal year, which started on May 1, 2016 and ends on April 30, 2017, the Government of Quebec has announced a modest increase in funding for the higher education sector in (0.8%). This increase, combined with limited increases in revenues from grants and tuition fees, does not create much room to manoeuvre. Two envelopes for post-secondary education have been announced: one for special needs, the other to help retain international students in the workforce. New funding initiatives are limited but include, for example, reaching a higher ranking, growth in graduate student enrolment and research funding, and change in the demographic distribution of the students (75% from Quebec, 16-17% from International and 8-9% from other Canadian Provinces). There has been significant growth in the graduate student population. Research revenues and outputs have increased for the past three years which sets us apart from other Canadian universities. The offer of undergraduate and graduate programs has expanded in all Faculties.

With projected revenues of \$393.1 million and expenses of \$399.4 million, Concordia is forecasting a \$6.3 million deficit from normal operations for 2016-2017.

Three elements can impact the budget: change in government funding, salaries and expected number of students. To help address year to year budget challenges, the Voluntary Retirement Program for eligible full-time staff and full-time faculty was implemented in 2016-17. This will begin to realize savings in 2017-18 and will create additional capacity for the University to grow strategically. This year, we are well on our way to reach our target student enrolment numbers and there has been a 1.5% increase in tuition revenues.

In 2017, Concordia has set aside \$7.7M to support strategic orientations, which includes research, academic activities, post-doctoral hiring, enrolment incentives and funds to cover increases in operational costs.

Concordia is working closely with the Government on a debt reduction plan, reviewed on a yearly basis, to ensure the University’s long-term financial health. This plan is linked to a \$30M conditional grant incentive. Mr. Cossette, who recently joined the University, said he is impressed with the quality of financial management at Concordia. University inflation across Canada is 4-6%, yet at Concordia, for the last six to seven years, it has been kept below that rate.

Revenues by sources come mainly from the province of Quebec operating grant 72.9% from teaching and support grants, 20.4% from student tuition fees (after claw-back) and 6.7% from others. Claw-back is the portion of tuition revenues universities give back to the Government to contribute to the financial aid programs, among

others.

Expenses are divided in two types: 83.5% in salary (43.9% CUFA; 33% Permanent Staff), including benefits, and 16.5% in non-salary (facilities, utilities, travel, professional development, scholarships, bursaries, etc.).

The CFO expressed confidence in meeting the financial forecasts for 2016-2017.

Questions:

G. Leblanc asked how the VRP and new pension agreement will affect the budget/deficit.

D. Cossette answered the new pension agreement will take effect only in January 2018, which represents four months of the 2017-2018 budget but will positively affect the salary portion of expenses. The VRP has one hundred and nine participants in total. Cash out cost will affect the budget up front but will be followed by potential savings. Yet, because the inflation in costs is higher than the capacity to increase revenue, decisions will have to be made to reduce the deficit.

D. Morris asked about the discrepancies between raw FTEs and WFTEs. He would like to get the information about this distribution. G. Carr said it is available through the institutional planning office. The numbers reflect a global trend in university attendance. K. Sawchuk assured him that the information has been given to the Graduate Program Directors.

E. Buzzetti asked whether improving graduation time could increase capacity without increasing resource needs. G. Carr agreed that accelerating the time to completion even by one semester at the graduate level would have enormous consequences.

Y. Chaubey pointed out that Continuing Education students are not included in this budget. The reason for this is that the University does not receive funding for Continuing Education, as it is a self-sufficient centre. He asked how the VRP will affect the Departments. D. Cossette answered there are a total of one hundred and nine individuals leaving, some in key positions that will need to be replaced. Three committees are managing the program; academic positions, chaired by Graham Carr, staff positions, chaired by Roger Côté and Processes Change and Opportunities Academic and Administrative, chaired by Patrick Kelley. Needs must be balanced against savings, reorganized tasks, adjustments, etc. G. Carr also mentioned that from a budget stand point, a hundred and nine people departing creates capacity. Of the forty-four full-time faculty members, twenty-two are already on half time. The plan is to replace all of them over time. It is important to remember that there are also regular yearly departures, providing for a robust faculty hiring opportunity next year.

A budget summary can be found online and will be distributed through Council's mailing list.

7. Visit from Dr. Brad Nelson, Associate Dean, Academic Programs & Development & Dr. Vivek Venkatesh, GPD, Department of Education: Certificate in University Teaching

Dr. Nelson introduced the Certificate in University Teaching as the only one in Canada where students have the opportunity to design and teach a full University course and be compensated for it.

Dr. Venkatesh encouraged Department Chairs to invite him to come and talk to their students.

The program was designed in 2012-2013 with three objectives. First, to impart interdisciplinary knowledge around innovative teaching and learning techniques in post-secondary education. Second, to develop a set of competencies amongst PhD students. It is now expanding to post-doctoral fellows at Concordia and MFA candidates. Third, to offer close mentorship. The length of the program is three terms, with a maximum of five terms for completion divided between one to two terms of classroom time and one term where the students

teach an entire course. Admission requirements were shared with Council.

There are eight graduates to date. The Department Chairs have to secure a reserve course for each student to teach. Mentors work closely with the students, the seminar leader and the Centre for Teaching and Learning. Mentors receive a \$750 stipend to work with students. The latter are paid the full amount to teach reserve courses and are eligible for teaching fellowships. The program is comprised of one-on-one meetings with experts in teaching and learning and small group seminars. Maximum admission is ten students per year.

Questions:

G. Leblanc addressed the potential for growth.

B. Nelson answered that ten reserve courses is a great achievement but these are subject to union regulations that limit the number of courses that can be assigned to graduate students. He mentioned that while the University of Waterloo has fifty to sixty students per year, its program offers no practicum.

An ASFA representative asked about who is eligible to apply.

Dr. Venkatesh replied candidates from all disciplines are welcomed to apply.

M. Sokolon asks if the reserve courses come from the same envelope as the part-time and tenure-track Faculty members'. The answer is yes. It is an on-going debate and always a delicate one.

8. Visit from Mr. Michel Riopel of Centraide, Ms. Karine Jean-Francois of Passages - Home for young women and Andrea Renaud, Project Coordinator, University Secretariat: Concordia's United Way/Centraide Campaign

Dean Roy introduced the Centraide team and expressed his ongoing support for this cause through many activities each year.

Andrea Renaud introduced the goal of raising \$190 000 this year. Centraide is the granting agency for community organizations across North America. In the Greater Montreal Area, it distributes 85% of over \$50M granted this year. The other 15% covers operational costs.

Michel Riopel explained there are 350 projects supported in Montreal across four fields: Youth Success, Take Care of the Essential (food), Break Social Isolation and Build Caring Communities.

Karine Jean-François from Passages spoke of her experience working with young women in need.

9. Revisions to Membership and Mandates of Committees reporting to Faculty Council: Faculty Research Committee, ASFC 2016-7M-A

Dean Roy thanked the steering committee for all the work put in the revisions over the last year. He explained how the increased amount of work for the FRC brought on the need for an increased membership. The terms of reference needed revision to reflect this.

Kim Sawchuk presented the revised terms of reference for the committee, with detailed criteria, roles and process for nomination. This year, if the revised terms are accepted, there will be a call for nominations in February. She pointed out that the members' role is not to advocate on behalf of their unit, but to bring their expertise in their specific field to the evaluation process.

G. Leblanc asked if there are reasoned reports given by the committee.

K. Sawchuk answered while internal grants are \$5000 or less, clear criteria are most important. It is not in the

capacity of the team to write detailed decision reports for each application. When dossiers are not accepted, the person can ask to meet with K. Sawchuk for feedback. Templates and clear criteria are available.

The Council endorses the proposed revisions.

ASFC 2016-7M-3 It was moved and seconded (Sawchuk/Morris) that the revisions for the membership and mandate of the Faculty Research Committee be approved.
Carried, unanimously

10. School of Canadian Irish Studies, Proposed Unit Name Change, ASFC 2016-7M-B

P. Joyce introduced the rationale behind the original selection of the School's name.

M. Kenneally explained the decision to change the name to The School of Irish Studies to clarify and position the School in the international field of Irish Studies, while retaining its focus on the history of the Irish in Canada. This decision has been discussed with undergraduate and graduate students, the local Irish community including key founders. They are supportive of the rationale for the change.

The Council recommends the name change.

ASFC 2016-7M-4 It was moved and seconded (Joyce/Kenneally) that the name change of the School of Canadian Irish Studies to the School of Irish Studies be approved.
Carried, unanimously

11. Department of Religion, Proposed Department Name Change, ASFC 2016-7M-C

A name change has been recommended to Council, for the Department of Religions and Cultures.

P. Joyce explained that historically, the previous name i.e. Department of Religion, has attracted a specific audience. In order to widen the audience and to reflect the scope of the academic work, the Department propose to modify it.

L. Clarke conducted research online and in person with prospective and current students and founders about the perception of the original department name, which was mostly associated with theological considerations and did not reflect the actual field of study of all religions and cultures.

Council recommends the name change.

ASFC 2016-7M-5 It was moved and seconded (Joyce/Clarke) that the name change of the Department of Religion to the Department of Religions and Cultures be approved.
Carried, unanimously

12. Department of Applied and Human Sciences, MA in Youth Work and Psychoeducation, AHSC 24, ASFC 2016-7M-D

Dean Roy asked Council to grant speaking privileges to Varda Mann-Feder.

V. Mann-Feder informed Council of the long history of engagement with the community and ongoing request for English speaking youth educators. She spoke of the new government legislation for human service workers and the new partnership with the professional order to develop new curricula in order to fulfil the accreditation

criteria. The 2014 graduate certificate diploma does not fulfil all the criteria for the order. The proposed MA program responds to a need in light of the Order of Psychologists' Psychotherapist's Permit, law 21.

S. Gabriele inquired about the rationale for the internship remission for ten students which seems low compared to other departments and the need to have internship instructors paid.

V. Mann-Feder answered with two reasons, one being the challenge of the new legislation which requires extra liaison work to secure internship placements and get them recognised. The other concerns classroom hours, the delicate nature of the work, theoretical integration, on-site supervision and small group class supervision.

Y. Chaubey posed a question in regards to the proposed name of the program, specifically the inclusion of "psychoeducation".

V. Mann-Feder explained that it is a requirement from the Order of Psychologists that psychoeducation be part of the program's title. All graduates will be admissible for the Order's Psychotherapist's Permit.

ASFC 2016-7M-6 It was moved and seconded (Joyce/Morden) that the new MA program be approved.
Carried, unanimously

13. Consent Agenda

ASFC 2016-7M-7 It was moved and seconded (Joyce/Chaubey) that the Consent Agenda be approved.
Carried, unanimously

14. Announcements

Announcements were made by:

ASFA

15. Question Period

E. Buzzetti asked if the contract for the PRESTO team will be renewed. No answer is available at the moment.

M.-F. Dion would like to have a discussion in a future meeting about what constitutes an academic expertise in regards to what is specified on websites like Explore Concordia. Dean Roy agreed Council should address this at a later date.

16. Other Business

There was none.

17. Notices of Motion

There were none.

18. Next Meeting of Council is on December 16, 2016 at 10:00 am in room GE 110.00

19. Adjournment

ASFC 2016-7M-8 It was moved and seconded (Joyce/D'Amico) that the meeting be adjourned at 12:14 p.m.
Carried, unanimously