

**FACULTY OF  
ARTS AND SCIENCE**

**Arts and Science Faculty Council**  
Minutes of the meeting held on, May 11, 2018

**OPEN SESSION**

**Present:** C. Acland; C. Belkhodja; P. Biron; E. Bloodgood; B. Caron; A. Champagne; E. Champagne; E. Chevrier; R. Courtemanche; M. D'Amico; C. Daniel-Hughes; S. Dayanandan; C. DeWolf; M. Fritsch; A. Furlani; M. Gaudet; D. Gauvreau; R. Ghouchani; P. Gossage; M. Hale; A. Hunter (for D. Secko); C. Hyndman; C. Jamieson (for M-F. Dion); P. Joyce; C. Kalman; M. Kenneally; G. LeBlanc; D. Liakin; D. Linetski; K. Manning; P. Morden; B. Nelson; V. Penhune; D. Pesco; M. Russell; S. Salari; K. Sawchuk; M. Sharma; T. Tower.

**Regrets:** A. Roy; A. Arshad-Ayaz; R. Bedell; J. Camlot; J. Capobianco; E. De Martinis; M-F. Dion; E. Faure; A. Forget; R. Hutchinson; P. Karekezi Kabahizi; T. Khaner; J. Lefebvre-Prévost; S. Mitelman; S. Paunescu; P. Riva; J. Roy; D. Secko; T. Singh; D. Therrien M.W. Toure.

**Guest Speakers:** N. D'ariento; Miriam Posner

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**Documents Circulated and/or Considered at the Meeting**

ASFC 2018-3M	Minutes of the meeting held on April 6, 2018
ASFC 2018-4M-A	ASFC Steering Committee Election Ballots
ASFC 2018-4M-B	Elections and Ratifications
ASFC 2018-4M-C	Department of Philosophy, PHIL-19
ASFC 2018-4M-D	Loyola College of Diversity and Sustainability, LOYC-11
ASFC 2018-4M-E	Simone de Beauvoir Institute, WSBD-6
ASFC 2018-4M-F	Department of Applied Human Sciences, ASHC-1
ASFC 2018-4M-G	Department of Biology, BIOL-15
ASFC 2018-4M-H	Board of Governors Report 2017-2018
ASFC 2018-4M-I	Senate Report 2017-2018

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**1. Call to Order**

The meeting was called by P. Joyce at 10:18 a.m.

## **2. Approval of the Agenda**

ASFC 2018-4M-10      It was moved and seconded (C. Kalman/ A. Furlani) that the agenda be approved.  
**Carried, unanimously**

## **3. Approval of the Minutes of the Meeting held April 6, 2018**

ASFC 2018-4M-11      It was moved and seconded (C. Hyndman/V. Penhune) that the minutes be approved.  
**Carried, unanimously**

## **4. Business Arising from the Minutes**

There was none.

## **5. Reports from the Associate Deans**

### **a. Faculty Affairs**

Highlights provided by Nadia D'Arienzo and Soheyla Salari:

- An overview of numbers with regards to teaching assistant contracts; research assistant contracts; part-time contracts; reserve courses issued;
- The Dean's awards
- The 2017-2018 tenure-track allocation (including the regular allocation; Canada Research Chairs; limited-term appointment conversations; cluster hires in relation to the Canada Excellence Research Chair in Smart, Sustainable, and Resilient Cities and Communities; extended-term appointments; limited-term appointments)
- Renewals, promotions, sabbaticals
- Documentation Management System conversion.

### **b. Planning and Academic Facilities**

Highlights provided by Miriam Posner:

- Projects from year 2017-2018: a business case for each project must be presented by the Planning and Academic Facilities team to the Capital Budget Committee in order to secure funds.
- Renovations to the AD 3<sup>rd</sup> and 4<sup>th</sup> floor on the Loyola campus
- The Science Hub

- Departmental projects
- Planning and Academic Facilities is also responsible for space, problematic situations arising such as floods, new hire needs, classrooms, IT, audio—visual equipment, computers, and safety.
- The replacement of capital assets such as teaching computers and other equipment was conducted in the amount of approximately \$625,000.

**c. Student Academic Services**

Highlights provided by Miranda D'Amico:

- Admission, advising, and re-admission numbers were presented
- Other responsibilities include registration, programs of study, exchange opportunities, and academic difficulties for which Student Academic Services provides assistance and support.
- Honours program applications, student requests, and orientation sessions are also part of the SAS responsibilities
- An overview of the Dean's list and the scholars' event was presented.
- Code administration statistics were also provided.

G. LeBlanc asked for an update on the centralization of admissions.

While it is known that admissions will be centralized and the transition will take place in August, the Faculty does not yet know which staff members will be transferred. The centralization will also render Admissions Counsellors as generalists: no counsellor will be assigned to specific Departments.

**d. Academic Programs**

Highlights provided by Paul Joyce:

- Ten new programs were approved at Senate this academic year, all levels considered.
- Thirty-five dossiers were approved at Senate in all.
- Numbers were provided with regards to dossiers assessed by the Faculty Curriculum Committee, and dossiers submitted through Track A, curriculum change requests, etc.

- Accreditation visits for new accreditation or curriculum changes were addressed.
- Online course strategy is currently being worked on.
- A new project to improve first year students' experience in science is proposed – departments will be contacted for feedback on how to use this initiative as a recruitment and retention tool.
- The Clarder and CAFF weights were addressed.
- A new curriculum-focused software – Curriculog – is currently being customized and tested.

**e. Research and Graduate Studies**

Highlights provided by Kim Sawchuk:

- Initiatives such as the Graduate Studies Summits, the Nanoniche website project, and the graduate viewbook were presented.
- Growth enrolment numbers; the latest targets for the last year were met.
- Research success numbers in the Social Science, Sciences, and Humanities were presented, as well as with the Vanier Fellowships (all four FAS applications were successful).
- Canada Research Chair numbers, as well as the new Concordia University Research Chairs and University Research Awards were discussed.
- The Research and Graduate Studies team has made concerted efforts to optimize communication with academic units and ensure transparency.

Highlights provided by Émilie Champagne:

- The International Graduate Summer Schools will begin soon and have been successful to date.
- The FAS has visited partners abroad this year, and have sent researchers and students to test the ground before formalizing agreements.
- The next year will prove important to establish growth capacity in graduate studies, and to think strategically about undergraduate enrolment to grow smartly in that area as well.

**6. ASFC Steering Committee Election (ballots distributed at the meeting)**

ASFC Steering Ballots, ASFC 2018-4M-A

Ballots were distributed.

Eligible members were identified.

The votes were counted. The results are to be announced via official e-mail.

**7. Consent Agenda**

a. Elections and Ratifications ASFC 2018-4M-B

b. Undergraduate Curriculum

Department of Philosophy, PHIL-19, ASFC 2018-4M-C

Loyola College of Diversity and Sustainability, LOYC-11, ASFC 2018-4M-D

Simone de Beauvoir Institute, WSBD-6, ASFC 2018-4M-E

c. Graduate Curriculum

Department of Applied Human Sciences, ASHC-1, ASFC 2018-4M-F

Department of Biology, BIOL-15, ASFC 2018-4M-G

ASFC 2018-4M-12      It was moved and seconded (C. DeWolf/A.Furlani) that the consent agenda be approved.

**Carried, unanimously**

**8. Reports of the Board of Governors and Senate**

a. Board of Governors Report 2017-2018, ASFC 2018-4M-H

b. Senate Report 2017-2018, ASFC 2018-4M-I

ASFC 2018-4M-13      It was moved and seconded (A. Furlani/K. Manning) that the reports be approved.

**Carried, unanimously**

**9. Announcements**

C. Hyndman informed Council that curriculum changes in CEGEPs are taking place which would change considerations from courses to competencies. University feedback is requested for the government to determine whether these changes would still enable students to prepare for our institution's programs (currently, in Mathematics and Statistics).

**10. Question Period**

There was none.

**11. Other Business**

There was none.

**12. Notices of Motion**

There were none.

13. Next Meeting of Council will be in held in September 2018; schedule to come.

**14. Adjournment**

ASFC 2018-4M-14

It was moved and seconded (K. Manning/M. Fritsch) that the session be adjourned at 11:43 a.m.

**Carried, unanimously**