



# UNIVERSITY OF ALBERTA FACULTY OF EDUCATION

## Undergraduate Academic Affairs Council

Thursday, September 29, 2016

1:30 – 4:00 pm

533 A Education South

### Minutes

**Present:** C Hickson (Chair), H Kennedy-Plant (Administrator)

J Buencamino, S Carr-Stewart, L Daniels, T Dust, M Gravel, B Hanson, J McFeetors, L McGarvey, L Shultz, J Sousa, C Weber-Pillwax, L Wiltse

**Regrets:** C Christianson, B Dunn, B Smilanich, E Steinhauer, L Sulz

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**1. Welcome, Introductions and Announcements**

C Hickson welcomed members and around the table introductions occurred. September and October meetings are set to focus on ensuring the calendar processing is done in time to move through university governance in a timely manner and to meet the 2017-2018 Calendar deadlines

**2. Acknowledgment of New Membership and Understanding UAAC Processes**

C Hickson provided a brief overview of the processes that are followed by UAAC and shared that the meetings are collegial and we will support each other in learning and adopting the procedures and administrative principles utilized in the meetings

**3. Approval of the Agenda**

**MOTION (J Sousa):** To approve the agenda, as circulated

Seconded by: L Daniels

**Carried**

**4. UAAC Google Site**

Members were introduced to the new UAAC Google site. Members will be sent an invitation to the site on September 30, 2016 and future agendas and meeting packages will be shared via the site. The site also includes UAAC policy documents, forms and a calendar of related events. Members were encouraged to share feedback on usability of the site once they begin accessing it

**5. Calendar Change Suggestions**

- September and October meetings are set to focus on ensuring the calendar processing is done in time to move through university governance in a timely manner, in order to meet the 2017-2018 Calendar deadlines
- Although there is not yet a guiding document from Central Governance on preparing Calendar Changes for the governance process, C Hickson recommended that members continue submitting 2 column calendar changes and in lieu of indicating section numbers, which no longer exist, members were advised to use the link to the specific online calendar webpage and “screen shot” the online version, etc.

**6. 2016 – 2017 UAAC Handbook**

- The Handbook was provided for reference to both new and returning council members as part of the meeting package and C Hickson briefly provided an overview of the Handbook
- C Hickson asked that departments keep the council schedule in mind, which is included as part of the Handbook, when working on calendar changes. Submissions to council should be done as early as possible in order to also meet University governance timelines
- J Sousa asked if a change document, indicating which sections were updated, could be included in future. C Hickson agreed that this can be done

**7. Receive 2015 – 2016 Undergraduate Academic Affairs Annual Report**

**MOTION (C Hickson):** To receive the 2015 – 2016 Undergraduate Academic Affairs Annual Report

Seconded by: J Sousa

**Carried**

- L McGarvey stepped in as Chair and C Hickson presented the Motion
- Questions arose surrounding the ability to provide feedback for possible inclusion into the Annual Report and L McGarvey mentioned that the Dean's Office would review the Annual Report process
- J Sousa would also like the committee and the faculty to continue supporting the Adult Education program (which is currently suspended) as a priority
- The General Terms of Reference for Councils, Committees & Boards of Education Faculty Council section 10 on the topic of Annual Reports states, "On July 1st of each year each council, committee and board chairs will submit a written report of their activities of the preceding year. This report will be submitted to the Vice Dean to be forwarded to Education Faculty Council for receipt. (EFC Mar 7 1995)"
- C Hickson agreed to add the Education Electives to the list of priorities

**8. Receive 2015 – 2016 Field Experience Policy Annual Report**

**MOTION (J McFeetors):** To receive the 2015 – 2016 Field Experience Policy Advisory Committee Annual Report

Seconded by: L McGarvey

**Carried**

**9. Approval of the Minutes of April 14, 2016 (attached)**

**MOTION (J Sousa):** To approve the UAAC minutes of April 9, 2015

Seconded by: M Gravel

**Carried**

**10. Calendar Change Documents (attached)**

**• Editorial Calendar Changes:**

- Elementary Education – Components of the Program section revision, Updates to Fine Arts, Natural Science and Social Science Elements and Course description update to EDEL 413
  - Components of the Program section update – **Motion:** L Wiltse, **Seconded:** J McFeetors, **Carried**
  - Fine Arts Elements update – **Motion:** L Wiltse, **Seconded:** L Daniels, **Carried**
  - Natural Science Elements update – **Motion:** L Wiltse, **Seconded:** J McFeetors, **Carried**
  - Social Science Elements update – **Motion:** L Wiltse, **Seconded:** J McFeetors, **Carried**
  - EDEL 413 course description update – **Motion:** L Wiltse, **Seconded:** J McFeetors, **Carried**
- International Office – Certificate in Global Citizenship (Interdisciplinary Certificate) – update to course offerings and additional information

**Motion:** L McGarvey, **Seconded:** L Daniels, **Carried**

  - L De Fabrizio provided a briefing on the changes and responded to questions
  - This is an Interdisciplinary Certificate and is open to students from across multiple faculties and content/course offerings are decided upon by these faculties
- Secondary Education – Course description updates to EDSE 344 to align with last year's Music Minor change of Class Guitar to Wind Band, Education Chart 1 changes to French and Music Majors and change to Education Chart 2 Music Minor to reflect course changes
  - EDSE 344 course description update – **Motion:** T Dust, **Seconded:** L McGarvey, **Carried**
  - French Major update – **Motion:** T Dust, **Seconded:** L Wiltse, **Carried**
  - Music Major update – **Motion:** T Dust, **Seconded:** L Daniels, **Carried**
  - Music Minor update – **Motion:** T Dust, **Seconded:** L Daniels, **Carried**
    - Concern was voiced that students are being encouraging to take courses from outside of the Faculty of Education to fulfill Open Options in the Music Minor
    - Open Options can be fulfilled with Education or Non-Education coursework and it was noted that there is very little room for students to have this flexibility in their program and for this Minor the limit of \*18 credits restricts the ability to include a course with conducting content which is a highly recommended course for Music teachers
    - It was clarified that Education Electives are a separate program requirement from Open Options and they must be met with Education coursework

- USS – CTS (TMT) Minor *Note* edit, Degree of BEd removal of ancient wording, Medicine Hat College Collaborative Program removal and BKin/BEd Elementary update to language course requirements
- L McGarvey stepped in as Chair and C Hickson presented the USS Motions
  - CTS (TMT) Minor, *Note* edit – **Motion:** C Hickson, **Seconded:** T Dust, **Carried**
  - Degree of BEd removal of reference to past 1 + 3 program – **Motion:** : C Hickson, **Seconded:** M Gravel, **Carried**
  - Removal of inactive Medicine Hat Collaborative Program – **Motion:** C Hickson, **Seconded:** J Sousa, **Carried**
  - BKin/BEd language requirements update – **Motion:** C Hickson, **Seconded:** L Daniels, **Carried**
- **Other Calendar Changes:**
  - **NOTICE OF MOTION (S Carr-Stewart):** New Course, EDPS 415: Sexuality, Gender, and Culture in Education
    - C Hickson stated that members are required to take Notices of Motions back to Departments and represented areas and bring any feedback or questions to S Carr-Stewart, in request for the offering Department to provide further information
    - This item will be a Motion at the next UAAC meeting
    - A question about the availability to non-education students was asked, as well as the breakdown of education versus non-education students
    - Questions about the Community Service Learning Component were asked. It was explained that the 20 hours required were extra to regular class work. A question about the course description was asked in regard to if there should be a lab component indicated. As well, it was asked if there were instances when students have not been able to complete the 20 hours during the term and what the implications were in these instances
    - A question was raised (from a general perspective) of courses requiring students to participate in events

#### 11. Information items

- Motions Carried via e-vote since April 14, 2016 meeting – shared for record purposes to capture in minutes
  - **MOTION (L Daniels):** New Free-Standing University Certificate: Teaching Students with Complex Communications Needs (TSCCN) **Carried** – *June 1, 2016 e-vote notice to members*
  - **MOTION (T Dust):** Condensing Science curriculum courses for Science Majors and Minors, resulting in changes to course numbering **Carried** – *July 5, 2016 e-vote notice to members*
- Members were made aware of timelines for 2017 - 2018 Calendar Submission in order to meet final University approval deadline of November 2016
  - University Governance has notified that all submissions already received by GFC will be posted by Friday, September 30<sup>th</sup>
  - Friday, October 14<sup>th</sup> - GFC Regular Calendar Change Submission Deadline for First Draft of 2017-2018 Calendar
  - Friday, October 28<sup>th</sup> - posting of First Draft of 2017-2018 Calendar
  - Thursday, November 10<sup>th</sup> - GFC Regular Calendar Change Submission Deadline for Final Draft of 2017-2018 Calendar
  - Friday, November 25<sup>th</sup> - Posting of Final Draft of 2017-2018 Calendar

#### 12. Document for Reference – Education Electives Document

- The documentation from the Education Electives Motion which passed and was carried at the February 11, 2016 UAAC meeting was included in the meeting materials. There is a request to review the recommendations that were included in the Education Electives Document, at the November meeting

#### 13. Items for Future Discussion

- Direction for future discussion on topic of face-to-face and online courses
- How is Aboriginal content being taken up across the program
- How is Technology being taken up across the program
- Review of EDPS 410 sequencing in program
- Representation on FEPAC

#### 14. Update Items from the Council membership

- M Gravel from the ATA shared multiple updates, including:
  - Teachers to benefit from professional development initiative that has resulted in 6 professional development (PD) consultants being hired by the ATA. The consultants met at Barnett House in September to begin preparations for a \$2.5- million project designed to educate all 42,000 Alberta teachers about First Nations, Métis and Inuit (FNMI) history, world views and ways of knowing. The consultants are working collectively on new workshops and presentations and in preparation for ensuring teachers are ready to meet the new draft Teaching Quality Standard. The new workshops will likely begin at Teachers' Conventions
  - Fall Professional Development Area Conference is November 4th and 5<sup>th</sup>
  - ATA funding is available through the Association's Educational Trust and details are available on the ATA website
  - M Gravel announced several current events including Orange Shirt Day and the Beginning Teachers' Conference, both of which take place in late September. New workshops were also mentioned, as was the Leadership Essentials for Administrators Conference that is scheduled for November 21-22, 2016
- C Weber-Pillwax shared an overview of some challenging issues that happened regarding EDU 211 this summer. *Rebel Media* had a publicity campaign this summer and comments there and on social media lead to a hate crimes investigation but did not result in further pursuit. There were threats and instructors and grad students are still getting ill and require support
  - Central University administration was asked to state that they supported instructors but this did not occur
  - C Weber-Pillwax thanked C Hickson for visiting and speaking up in support in the EDU 211 classrooms and stated that the Dean spoke in support
  - J Sousa asked why there has been public silence across campus and stated disappointment in faculty leadership, stating that he believes we need to vocalize support and spread awareness of discrimination and express concern for colleagues
  - T Dust asked how and why this is not known around the faculty. L McGarvey will take back to Dean's Office to ask what support might be available
  - It was suggested that this could be used as an opportunity to raise consciousness about individualized and group racism
  - S Carr-Stewart suggested that University level aboriginal education needs to occur, not just individual courses
  - C Hickson wondering if faculty and staff could take the course to build a deeper understanding amongst staff and colleagues
  - C Weber-Pillwax shared that there is an emotional response and the course content is deep and requires much thought and reflection. It was stated that there is acknowledgement about the importance of aboriginal education and as a whole we might be able to do something – it is not a one sided job
  - DAC retreat about new teaching standards resulted in action items to include a faculty retreat about aboriginal topics and issues that should take the lead from and work with IEC to gain direction and content that can be used to begin a dialogue
  - It was asked if EDU 211 videos of lectures might be able to be shared with faculty and staff to make learning content more accessible
  - C Weber-Pillwax expressed that she is sorry that the instructional team have had to go through this experience and are having to live it and hopes future teachers are taking up the course in much more positive ways
- B Hanson reported on a Status of Climate survey that is almost ready for release and will be shared at a future UAAC meeting and elsewhere
- J Buencamino provided an update that nominations are open for the ESA Elections in search of additional Executives and Commissioners

**Adjournment: M Gravel moved** to adjourn the September 29, 2016 meeting of Undergraduate Academic Affairs Council.  
Adjourned at 3:45 p.m.