

## Faculty of Arts Council

### Minutes

Wednesday, November 2, 2016

12:30-1:30 PM

**Present:** Christopher Brauer, Karen Barkhouse, Brandon Christopher, Jim Clark, Linda DeRiviere, Barbara Foucault, Neil Funk-Unrau, Matt Gibbs, Pauline Greenhill, Fiona Green, Catherine Hunter, Steven Kohm, Lisa McLean, Glenn Moulaison, Jeffrey Newmark, Jacqueline Romanow, Jim Silver, Janis Thiessen, Sante Viselli.

**Regrets:** Carlos Colorado, James Hanley, Roy Loewen, Jaqueline McLeod Rogers

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**Motion** to approve the agenda (C. Brauer/S. Kohm). Approved with addition of contract faculty.

**Motion** to approve the minutes (B. Christopher/S. Viselli). Approved.

#### Bookstore

As Glenn learned from his meeting, the bookstore does recognize that errors can and do happen. There is no policy for the book ordering based on a particular percentage of a course cap. But the Bookstore does monitor enrolment. Experience shows that 40% of the books ordered are not, in fact, bought. These extras can only be returned at the Bookstore's expense. If Amazon offers a book cheaper, then the bookstore will give a student a gift card towards the purchase of the book. The policy is on the Bookstore website.

Glenn remembers in past years numerous problems with textbook ordering. From his view, the situation is much improved.

#### Physical Plant

The salto key cards now seem to provide after-hours access to the sixth floor of Lockhart.

#### Speaker Series

Two senior residences (Wellington and Portsmouth) are requesting speakers. If you or others are interested, please contact Erin Hickson in Science. She is booking these events.

#### Financial Services

Rather than invite a single speaker to address a variety of issues, Glenn will deal with concerns individually as these arise. Notification of changes in financial reporting forms would be a help.

#### Future Student Night

The event will be held on Tuesday, November 22 between 6:30 and 9:00 in Riddell. Set up can be done between 3:00 and 6:00. Participating departments will need to complete a registration

form which should be sent to Sylvia Wittmaier. An honorarium of \$30 is available to a single student from each department.

As of this moment, 1200 people have expressed a desire to attend.

### Get together

Glenn has rescheduled an evening at his home for Saturday, November 12 at 6:00 p.m. The address is 80 Ranville Road. Please let him know if you can attend and if you are bringing anyone.

### Contract Academic Staff Agreement

One of the items adjusted in the recent negotiations concerned the Right-of-First-Refusal. Contract faculty who have RoFR will be given the opportunity of 5 working days to express a preference for the open slots in a section.

Evaluations for annual reporting will use the April 15 deadline date in the CA.

### Non-Academic Misconduct

Colin Russell, the Registrar, came to respond to issues and concerns in this area. It is, ultimately, the faculty member who sets the tone in his or her classroom. Behaviours, thus, can vary. A faculty member can make use of the course outline or an in-class discussion to acquaint students with what works in a particular class. These issues can include loud language, in-class texting or disrespectful language. Colin recommends not focusing on the student in the class but rather in an after-class meeting. In his experience, most students are not aware and respond to such a notice.

If the disruptions persist, a student can be asked to leave; the class could be suspended for the day, and/or security called. He recommends starting with the smallest or least intrusive response first.

The policy basis for this discussion include

### **Respectful Working and Learning Environment Policy (RWLEP)**

<http://www.uwinnipeg.ca/index/cms-filesystem-action/pdfs/admin/policies/rwle%20policy.pdf>

Harassment, disrespectful speech, particularly disparaging protected categories under human rights legislation – gender, sexual orientation, race, religion, disability, etc.

Contact Anthony Anirud, Human Rights and Diversity Officer [a.anirud@uwinnipeg.ca](mailto:a.anirud@uwinnipeg.ca), 204-988-7508

### **Student Discipline and Non-Academic Misconduct Policy (SNAMP)**

<http://www.uwinnipeg.ca/index/cms-filesystem-action/pdfs/admin/policies/student-non-academic-conduct-and-discipline.pdf>

1. disorderly conduct, including disrupting teaching; 6. “Patterns of Inappropriate Behaviour, which, cumulatively, promote in others the apprehension of a threat to their health, freedom, or safety.”

Contact Colin Russell, Registrar, [c.russell@uwinnipeg.ca](mailto:c.russell@uwinnipeg.ca), 204-786-9337.

If the problem persists, a faculty member can request a formal threat assessment..  
Many felt that they would welcome a sharing of possible responses to potential difficult situations.  
Colin agreed that he could attend department meetings to facilitate such discussions.

**Motion** to adjourn (P.Greenhill/J. Romanow). Approved.