

## Faculty of Arts Council

### Minutes

Wednesday, November 29, 2017

12:30-1:30 PM

**Present:** Tim Babcock, Rachel Berg, Carlos Colorado, Brandon Christopher, Roewan Crowe, Linda DeRiviere, Barbara Foucault, Neil Funk-Unrau, Matt Gibbs, Colin Goff, Hugh Grant, Steven Kohm, Roy Loewen, Shauna MacKinnon, Jaqueline McLeod-Rogers, Glenn Moulaison, Jacqueline Romanow, Catherine Taylor, Sante Viselli

**Regrets:** James Hanley, Roy Loewen, Doug Williams

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**Motion** to approve the agenda (J. McLeod Rogers/B. Christopher).

**Motion** to approve the minutes (S. Viselli /T. Babcock)

#### Resources for Students

Glenn noted that instances have come to his attention of students who seem challenged in some way or are disruptive in class. Chairs confirmed such occurrences.

Glenn indicated that he directs such issues first to Colin Russell, the Registrar. Colin is in the best position to know if such an instance is isolated or part of a pattern. He can provide some direction on accessing appropriate services.

Theatre has had occasions when the class situation needed a more immediate response and nothing was available. Clinic in Duckworth has some service but have their own clients and so are not always available. They are not on campus in the evening.

#### Nexus Issues

The most troubling aspect of Nexus is its email function. If a student emails the professor using the Nexus email tool, and the professor has used the “forward” function, the professor will see that email in his or her regular UW email but has to login to Nexus to respond.

It was suggested that a solution would be to disable the Nexus email function or to integrate it into Outlook. Chairs report that TSC consistently reports this as too difficult. It was suggested that Glenn discuss the issue with TSC senior personnel.

#### Activity Reports

Glenn indicated that he needs to submit merit and CDI recommendations by December 15.

#### Future Student Night

This event is held tonight at 6:30. Set-up can be done between 3:00 and 6:00 p.m. The program starts at 6:30 and the booths are open between 7:00 and 9:00 p.m. A student honourarium is available.

### End of Term Arts Council

This meeting will be held in the regular time slot on Wednesday, December 13 at 12:30

#### Other: course outline memo

There was a request that the memos be sent out earlier in the previous term. Early October would be of more service to departments. Others would like to see the changes highlighted. Others would like to see the Dean's recommendation and the Senate regulations memos combined.

There was a suggestion that departments compile the contents of both memos as a standard supplement to course outlines that would be available online or distributed along with the outline. Outlines would include the required dates and grading scheme, and state that students should refer to the supplement for important information.

Catherine suggested that part of the delay was prompted by the need to respond to information Steven provided about students uploading assignments and course materials to Course Hero and other file sharing websites. Using these could be construed as academic misconduct or violation of intellectual property.

Glenn also cautioned instructors about allowing students to record lectures. These are intellectual property that instructors may want to control.