

Faculty of Arts Council Minutes
Wednesday, September 21, 2022
12:30-1:30 PM 3C12

Present: Aaron Moore, Ben Nobbs-Thiessen, Chantal Fiola, Christopher Brauer, Derrick Bourassa, Doris Wolf, Glenn Moulaison, Janet Turner, Jaqueline McLeod Rogers, Jonathon Franklin, Kelly Gorkoff, Kirit Patel, Lisa McLean, Mark Meuwese, Peter J. Miller, Samantha Cook, Shailesh Shukla, Sharanpal Ruprai, Suellen Ribeiro, Tracy Whalen, W. Rory Dickson.

Guests: N/A

Regrets: Jackie Benson, Stephanie Stobbe.

Agenda of September 21, 2022

Motion to adopt and approve the agenda. (P. J. Miller / A. Moore). **Approved.**

Remarks from the Chair

Glenn mentioned that there is a variety of VP positions either still on search or that were just filled, and that the President would like to meet Arts Faculty members at some point in the year during one of the Arts Council meetings or the Arts Faculty meeting.

The search for a Valedictorian for the Fall Convo is currently happening, and Faculty members or Chairs should send their suggestions as soon as possible and remember not to share that information with students before a final decision is made. Glenn also pointed out that there will only be one convocation for all the Faculties.

Minutes of June 1, 2022

Motion to approve the minutes of June 1, 2022 (W. R. Dickson / B. Nobbs-Thiessen). **Approved.**

Business Arising from the Minutes

- Research Office:

Lauren Bosc, Rob Pryce and Vanessa Bayarara from the Research and Ethics office will be joining us at the next Arts Council meeting on October 5 to address the Council's questions and concerns that were brought up before the summer break.

- Scheduling:

Chairs pointed out again issues with the Scheduling department and their constant changes, the lack of notice on outlines, room and course CAP's changes. Glenn will address those concerns with the department.

Staffing

Glenn said that Lisa has emailed the forms and tables that need to be filled out to all Departments prior to booking the meeting to discuss each Department's needs for staffing. Glenn mentioned that the expectation should be of at least seven days to have a meeting booked after you submit the paperwork. If necessary, meetings will be booked through November as well. If departments would like to meet with Glenn and Lisa prior to the official Department Staff meeting to discuss possible positions, Glenn said that it is ok and that can also be arranged. Chairs asked Glenn how the staffing process looks like and whether he knows how many positions will be available to Arts in advance, and he explained that the Deans' Office does not receive information in advance on how many positions would be available to each faculty and that the process is: Departments submit their requests to the Dean, Dean assess all requests and provides a list to the VPA office, VPA assess and approves or not the requests submitted, and lastly the Dean receives the final/approved positions and let the respective requestor Departments know what the final decision was.

Department Files

Glenn explained that the Deans' Office learned during the last set of Arts Promotion applications that a lot of Departments are not keeping faculty members' personnel files in their Department. Glenn reminded that all Departments should be following the Collective Agreements and The University's Academic Affairs Records Schedule on which documents to keep at the Department level and for how long. Glenn mentioned that Suellen will be emailing everyone a handout on this topic.

UW Covid-19 Protocol

Glenn mentioned that there has been a lot of questions regarding The University's protocols for Covid-19 and that all the information necessary for faculty members and staff are available at The University website and there is a specific Faculty and Staff FAQ for Covid-19 related inquiries. Glenn also mentioned that the Faculty association also has a webpage dedicated to answering Covid-19 FAQ. Glenn explained again that he does not need to be consulted about small accommodations for working from home/giving virtual lectures when working with Covid-19, and that working is not required if tested positive. For all other accommodations, faculty members and staff should consult HR.

Work from home Pilot Program

Glenn mentioned that with the Pilot program extended, once again just some of the positions can be accommodated within the program, and that DAs need to be on Campus five days a week due since part of their jobs includes meeting regularly with students or other University employees in person.

New Directions in Classics

The Department of Classics is hosting their sixth season of New Directions in Classics lecture series starting this Fall with events over zoom and in-person. The Department shared posters with the other Chairs and asked that they pass the message along to their Faculty and students.

Other

- Academic Misconduct Information Session

Tracy reminded everyone that an information session on Academic Misconduct will take place on September 28th in room 2L17 for DRC Chairs and everyone else who might be interested in participating.

- Departing Canada, Encountering Latin America Conference

The Department of History announced their first in-person conference since Covid-19 with the Mennonite Studies Program that will take place in the Convocation Hall on October 21-22.

- Classes missed Monday, September 19, 2022

Chairs asked whether there is already a plan on replacing the classes that were affected by the holiday on September 19, 2022, and Glenn mentioned that as of now, no official plans have been shared.

- DAs lunch with the Dean

Glenn mentioned that he will be meeting with the DAs from all Arts Departments on Wednesday, September 28, 2022 as an informal lunch/get together that was planned and on hold since before the pandemic.

Next meeting

- a. The next meeting will take on October 5th, 2022.

Motion to adjourn (M. Meuwese / S. Ruprai). **Approved.**

Glenn Moulaison

Date