

Executive Committee
March 21, 2016

9:30 – 12:00
LMX 388

11th meeting



Attendees: S. Chitpin, N. Gazzola, B. Graves, R. Leblanc (chair), S. Lévesque

Excused: D. Fleming, G. Reis

Invited: C. Morin

Minutes

11.01 Adoption of the Agenda

By a resolution duly proposed and seconded, the agenda was unanimously adopted with the addition of the following items under 11.05 – Other Business:

- a) Administrative Exclusion
- b) Hiring Plan

11.02 Adoption of the Minutes of March 7, 2016

By a resolution duly proposed and seconded, the minutes were unanimously adopted.

11.03 Business Arising from the Minutes of March 7, 2016

a) Hiring of the New Librarian

The new Librarian, A. Schnell, will join the Faculty on March 21, 2016 as a replacement for M. Brown who is on temporary assignment. Ms. Schnell graduated from McGill and has worked for the *Bibliothèque pour enfants de Montréal*.

A motion was voted at the Faculty Council meeting of March 18, 2016 to invite the Librarian to the Executive Committee and the Faculty Council as a non-voting member.

b) New Teaching Position

The Vice-Dean Research will soon receive a document from Y. Herry, Associate Vice-President TLSS, with regard to a teaching position linked to a University teaching chair. That position has to be approved by the Central Administration. The Dean will discuss it with the Vice-President Academic.

That position comes with \$15,000 in research funds. Therefore, it must be clearly stated in the job description that a chair and research funds are part of that position.

c) Teaching and Learning Support Service

The professors have mentioned that the Teaching and Learning Support Service (TLSS) platform is not adequate. The e-Learning working group has recommended that someone be hired to assist the professors in using the virtual platform. However, it is a long process to create the position and to have it approved.

11.04 New Business

a) Bridge Funding

The University of Ottawa has created a transition fund to help researchers improve the quality of their proposals. The selection criteria are set by the Central Administration and will be published soon. However, the internal criteria are not established yet.

The request for Bridge Funding is a 2-step process: 1) submission to the Faculty; 2) submission to the University. The funds can be used for assistantship or Field Research.

At Faculty level, it was suggested that:

- 1) A researcher who submits a proposal and is successful would share his/her proposal with unsuccessful ones;
- 2) A committee of peers within the Faculty be set to read the proposals and comment. That would be considered as administrative work or as Faculty work.

The following motion was voted by the Research Committee on February 8, 2016:

Financement de transition / Bridge funding

Un appui pourra être donné aux professeurs jusqu'à un maximum de 10 000\$, soit quatre demandes de 2 500\$ par année. Ceci sera un essai d'une durée d'un an.

For the application to be eligible, the applicant must:

- *Hold a full-time tenure or a tenure track position*
- *Be within your first 20 years as an independent researcher*
- *Have obtained external committee comments on their unsuccessful proposal*
- *Provide a plan of action to address the comments in order to improve their chance to secure funding from the same agency*
- *Have held as a principal applicant at least a one year grant from one of the three funding organizations (NSERC, SSHRC, CIHR)*
- *Obtain matching contribution from the Faculty*

The Research Committee will approve Bridge funding for any professor whose proposal has been rejected by an external granting agency.

After discussion, it was proposed to set the maximum at \$2,000 per request with no limit on the total number of recipients in the Faculty.

Motion: that the maximum amount to be allocated to support a project be \$2,000 per request with no limit on the total number of recipients in the Faculty.

Proposed by: S. Lévesque
Seconded by: N. Gazzola
Unanimous

b) Emergency Funds

2 requests for Emergency Funds were approved, \$1,000 each, at the February 22, 2016 meeting.

c) Budget

A 2% cut (\$300,000) for the Faculty of Education was requested by the Central Administration. An analysis will be made to identify the problems that need to be solved and the activities that are in deficit.

The University estimates that the number of admissions will decrease in the future due to the demographic decline. This will result in a deficit of approximately \$9.2 million. To compensate, the renovation projects will be reviewed (PAPI projects will be cut). Other budgetary restrictions will follow.

For 2016-2017, the University must reduce its budget and increase the number of admissions.

d) Toronto Campus

With regard to the selection of a new building to house a campus of the Faculty of Education in Toronto, the Dean shared the following information:

The *Alliance Française* option has been dropped since the dimension of the classrooms was not appropriate.

As for *École Secondaire Saint-Frère-André*, the Faculty is waiting for their proposal. The only problem is that they do not have an Intermediate School.

The Dean informed the Committee that he has also contacted Glendon to see if they can add more space than what is currently available. He is awaiting their reply.

e) Intrafinity

The negotiations are ongoing. A request has been made for the system to be housed at the Faculty. Intrafinity will soon give a presentation to the IT team.

The contract should be ready for signature in the coming days.

f) Course Load Reduction

The Dean read the resolution from the January 4, 2016 Minutes:

Résolution: Que la Politique de dégrèvement soit révisée de la façon suivante : « Un membre du corps professoral recevra l'équivalent de trois (3) crédits de cours pour une thèse de doctorat complétée (i.e. acceptée officiellement par le jury), de deux (2) crédits pour une thèse de maîtrise complétée et d'un (1) crédit pour un rapport intérimaire. Dans les cas de co-directions, les professeurs se partageront également les crédits accordés. » La politique entre en vigueur immédiatement.

He also referred to the resolution from February 1st, 2016 Minutes which says:

Résolution: Que le Comité exécutif approuve que les crédits de supervision de thèse peuvent être convertis en dégrèvement de cours tel que proposé.

The Committee wants to make it clear that: a professor cannot use personnel funds to purchase a credit; he/she can transfer supervision credit to research funds for hiring research assistants only. The research funds cannot be used for a course load reduction. A professor who is missing 0.5 credit has to do administrative work to compensate.

g) Administrative Exclusion

The Faculty of Education is permitted to have two members who are excluded from the bargaining unit. The current excluded members are N. Gazzola and B. Graves. With N. Gazzola stepping down as Vice Dean and Faculty Secretary the Faculty must name a new excluded member.

Motion: that S. Lévesque, Vice-Dean Research, be excluded from the bargaining unit from May 1st, 2016, until the end of his mandate.

Proposed by: N. Gazzola

Seconded by: B. Graves

Unanimous

11.05 Other Business

a) Hiring Plan

7 positions need to be filled for 2017. It must be decided which are the critical ones. ESL-FSL are the areas to be prioritized.

It is suggested that the 2 positions in Aboriginal Education and the one in French Didactics be the priority this Fall.

11.06 Next Meeting

April 11, 2016