

Present: A-M Dionne, N. Gazzola, B. Graves, M. Laurier, R. Leblanc, L. Mclean, C. Thibeault

Absent: M. Simon

Minutes

8.01 Adoption of the Agenda

Added agenda items: c) Replacement of Personal Printers and d) Administrative and Ancillary Fees

The motion to adopt the agenda was duly moved and seconded.

8.02 Adoption of the Minutes of January 13, 2013*

The motion to adopt the minutes was duly moved and seconded.

8.03 Business arising from the Minutes of the January 13, 2013 Meeting

a) Two Year B.Ed.

The two year B.Ed. Program will be presented at the January 31, 2014 Faculty Council. A part-time online B.Ed. will be offered with an on-line version and we are currently looking at the possibility of offering a 5 year concurrent program combining French Studies and Education.

b) Didactique des mathématiques : Tenure Track Position

The Faculty interviewed one candidate however the process is still ongoing and several other files are under revision. The hiring committee will have a preliminary interview with a second candidate on January 30, 2014.

The Ministry of Education would like us to develop an Additional Qualifications math course. The professor who will be eventually hired would have an opportunity to participate in mathematics AQ course development.

c) International Projects:

- Dean Laurier sent a proposal lead by the University of Ottawa to UNESCO with the CIRSEH activities in Haiti.
- A symposium in Morocco has been organized by Professor Marie-Josée Berger. Many colleagues will participate. Professor Ibrahim and Professor Stanley are currently working on a joint research proposal related to the Morocco initiative.
- The Dean will be visiting Saudi Arabia at the end of April 2014 in order to advance this project.

8.04 New Business

a) Discussion on Accessibility, Sonya Nigam (Director of Human Rights Office)

Ms. Yolaine Ruel (Senior Policy Officer, Accessibility and Diversity) met with the Executive Committee regarding accessibility. Major accessibility changes must be made to the University of Ottawa website by the year 2021. At this point, the web content prior to 2012 does not fall under the accessibility regulations but the Faculty must indicate a contact person for all material in the event that there is a request for a document to be accessible.

The Faculty must comply with the law in Ontario requiring that all personnel complete the three customer service modules. Many regular professors and most part time professors have yet to complete these modules. The Executive Committee recommended that the Equity Committee Chair would serve as a contact person with regards to accommodations. The Equity Committee could organize workshops and working groups for all professors who have yet to complete the accessibility modules. Possibilities for part time professors were also discussed. One option is to make the completion of the accessibility modules a precondition for hire.

The Executive Committee requested that Madame Ruel provide the Faculty with clearer overarching guidelines for complying with accessibility for course material and also public documents on the website.

b) Budget Forecast

The CAO presented the Financial Winter Forecast. The anticipated surplus as of April 2014 is \$1 143 000 whereas the anticipated fall surplus was estimated at \$547 000. The discrepancy is the result of many different elements including an increase in revenues, an increase in salaries, less fluctuations in part-time professor hiring and operational expenditures. Expenses are estimated in October with conservative estimates and scenarios and then later adjusted when information becomes more precise. This accounts for the discrepancy in the initial forecast and the current financial situation.

c) Replacement of Personal Printers

Cost of supplies for professor individual printers (ink and paper,) is costly to the Faculty. In order to lower printing related costs, we will be phasing out personal printers and professors will have access to Xerox copiers on the second, third, and fourth floors of Lamoureux. This will not require additional expenditures. Professors will receive a yearly printing allowance with the possibility of adding funds to their printing cards. Since locked drawer paper jams are a concern, we are considering leaving one drawer unlocked so that professors may use their own printing paper in the event that paper runs out during late evening and weekend hours.

Motion: That a printer policy be developed and that the Faculty of Education no longer support personal printers for professors, including the purchasing of ink cartridges.

Proposed by L. Mclean
Seconded by R. Leblanc
Unanimous

d) Administrative and Ancillary Fees

There are currently no changes to administrative and ancillary fees however Dean Laurier and Mr. Christian Thibeault will be meeting with the Registrar in order to evaluate the possibility of establishing an Ancillary fee for B.Ed. practica. This would help us to absorb a portion of the expenditures incurred in the placement process.

8.05 Other business

8.06 Next meeting

February 10, 2014