

**FACULTÉ DES SCIENCES DE LA SANTÉ / FACULTY OF HEALTH SCIENCES
PROCÈS-VERBAL / MINUTES
CONSEIL DE LA FACULTÉ / FACULTY COUNCIL**

*Séance du 4 décembre 2018 – RGN 2029
Meeting of December 4, 2018 – RGN 2029*

PRÉSENCES / PRESENT

D. Benoit, D. Bérubé, Y. Burelle, A. Carlsen, J. Chartrand, C. Daboné, C. Dallaire, P. Darling, Z. Daviault, M. Demery Varin, J. Etowa, M. Dumont, P. Forgeron, D. Harrison, J. Jutai, L. Kemp, J. Lagacé, H. Laperrière, J. McLeod, J. C. Phillips, K. Phillips, L. Pilutti, S. Poitras, E. Snider (sans vote), D. Ste-Marie, L. Thibault, présidente, M-C Thifault, S. Tosh

ABSENCES MOTIVÉES / EXCUSED

R. Baillargeon, L. Fulton (sans vote), P. Guitard, J. King, L. McLean, M. Robidoux, B. Séguin, M. Taks

ABSENCES / ABSENT

N. Brogan, S. Fazal, D. Mistry, M. Pressault, E. Prieur

1. OUVERTURE DE LA SÉANCE / CALL TO ORDER

La doyenne souhaite la bienvenue à l'assemblée. Elle présente Jodie McLeod, nouvelle directrice administrative de la Faculté. Le quorum étant atteint, elle débute la séance à 14 h.

2. ADOPTION DE L'ORDRE DU JOUR / APPROVAL OF THE AGENDA

18-19-FHS-CONSEIL-9 Sur motion dûment proposée par C. Dallaire et appuyée par J. Jutai, il est résolu d'approuver l'ordre du jour tel que présenté. (Motion adoptée)

3. APPROBATION DU PROCÈS-VERBAL / APPROVAL OF THE MINUTES

3.1 de la réunion du 30 octobre 2018 / of the October 30, 2018, meeting

18-19-FHS-CONSEIL-10 Sur motion dûment proposée par J. Chartrand et appuyée par C. Dallaire, il est résolu d'approuver le procès-verbal de la réunion du 30 octobre 2018. (26 pour, 1 abstention. Motion adoptée)

4. AFFAIRES DÉCOULANT DU PROCÈS-VERBAL / BUSINESS ARISING FROM THE MINUTES

Aucune affaire découlant du procès-verbal, sauf les règlements de la Faculté qui seront traités ci-après.

5. AUX FINS DE DÉCISION | FOR DECISION

5.1 Règlements de la Faculté / Faculty Bylaws

J. C. Phillips reports that, following the meeting of October 30, 2018, an email was sent to members of Faculty Council inviting them to consult their respective academic unit regarding the new proposed Faculty Bylaws and to return their comments by November 21, 2018. Comments were provided on two of the submitted documents (03 b. 20181010_FHS BYLAWS Working Document and URL Table of modifications to the Bylaws for the period 2011-2016). C. Phillips goes over the comments with the members and provides the following responses:

03 b. 20181010_FHS BYLAWS Working Document

Section 4.2.3 Vice-Dean, Professional Affairs: Concerns submitted regarding this position (see detailed comments on document provided to members) are noted and will be taken up in consultation with the Dean, the Vice-Deans and the Faculty Executive Committee.

Section 5.3.4 Personnel enseignant à temps partiel, item "a": Concern regarding the election process of the part-time professors. It should be the role of part-time professors to hold elections when there are more than two candidates and not the Faculty Council. (See detailed comment on document provided to members).

Response: The Bylaws document currently states: "If more than two candidates are submitted, the members of the Faculty Council will hold an election for the two part-time professor seats." J. C. Phillips suggests changing to: "If more than two candidates are submitted, an election among the part-time professors of the Faculty is held to fill the two part-time professor seats."

Section 6.1 CEF vs. 6.2 Décanat: Concern regarding the redundancy of both groups – maybe revise the functions and membership of both committees or combine into one (see detailed comment on document provided to members).

Response: These two committees are not the same and perform different functions. Including these other people on an 'as needed basis' is to facilitate a more effective workload for them, not to exclude them from the leadership of the Faculty.

Section 7.4 Examen périodique : Il faudrait définir périodiquement : est-ce à tous les ans, 2 ans, 3 ans, 5 ans???

Response: This should be established as part of the Faculty's operating procedures. Including this detail in the bylaws increases the likelihood of being out of compliance with the bylaws.

URL Table of modifications to the Bylaws for the period 2011-2016

3.5 Clinical Education Committee: Concern that this committee should not be abolished (see reasons detailed in document provided to members).

Response: This committee needs to be overhauled to be able to meet the objectives outlined in the above comment. The working group on Experiential and Work Integrated Learning that the VD Professional Affairs chaired last year is more in line with what this committee should be doing. J. C. Phillips adds that this committee should fall under the responsibility of the VD Academics if the Faculty does not fill the VD Professional Affairs position.

3.8 Space Planning and Management Committee: Concern is raised about the importance of reviving this committee (see detailed comment on document provided to members).

Response: This committee exists, but under a different name (Research Shared Platform Planning and Management Committee). The former Vice-Dean, Research, M. Lamontagne, helped establish it and it reports to the Dean and Faculty Executive Committee.

It is recommended that other spaces such as student space, teaching labs, Simulation labs, etc., are included as priority items of discussion in this committee.

J. C. Phillips adds that it is with this respect that he would like to put an organigram of the Faculty's Committees on the FHS website, so people have a better understanding of what committees exist, their roles, and reporting lines.

3.10 Faculty Teaching Personnel Committee (Affects 6.7 of FHS bylaws working document): Concern regarding this committee is that it should have a representative from each School of the Faculty.

Response: To address this comment, we need to add a line to the proposed bylaws that states: "One representative from each School within the Faculty serves on this committee."

Members discussed the recommended new approach to representation on FTFC. While understanding the fairness of having one representative from each school, there is concern that the recommended areas of expertise such as social sciences and biophysical sciences, will not be represented within the committee in order to provide sufficient feedback on certain files. J. C. Phillips explains that it is possible to have both: In keeping with the approach of requiring one representative from each academic unit, ensure that it is clearly stated in the operating procedures of the Faculty that there is consideration given to ensuring representation of each type of required expertise among the elected members, in addition to representation from each School.

Feedback is provided and discussions take place on the following items of the bylaws:

4.2 Vice-doyens : bien que la Faculté doit suivre le processus prescrit dans la Charte de délégation des pouvoirs décisionnels du Comité d'administration de l'Université d'Ottawa concernant la nomination des vice-doyens, les membres soulignent l'importance que le Conseil de Faculté soit impliqué dans le processus de nomination des vice-doyens.

The present procedure consists of forming a selection committee comprised of the Dean, the Provost and Vice-President, Academic Affairs (or his delegate) and two other members. With this in mind, it is recommended that the two other members of the selection committee are representatives of the Faculty Council, elected by Faculty Council. Members agree on the following modification of the text of the first paragraph of item 4.2:

“A Vice-Dean is appointed by the Dean in collaboration with the Provost and Vice-President, Academic Affairs, or equivalent, after consultation with the selection committee that includes a representative appointed by the Provost and Vice-President Academic Affairs and at least two members of Faculty Council, elected by Faculty Council.”

A member emphasizes the importance of going through the details of the bylaws because some of the words that have been left out of the new proposed document takes away some of the Faculty Council’s responsibilities, especially its role in the appointment procedures of vice-deans described in section 1.3.3 a, b, and c in the 2011 Bylaws. He maintains that Faculty Council should still have the final decision on the recommended candidate or candidates made by the selection committee prior to submitting the nominations to the Provost and Vice-President, Academic Affairs for final approval. Members express, however, that since the selection committee will be comprised of representatives from Faculty Council, and for the purpose of confidentiality of the candidates, that it should not be necessary to submit the files to Council for vetting and final approval.

5.2.3 – Membres étudiants : une des étudiantes informe l’assemblée qu’il n’y a pas d’élections au sein des associations étudiantes pour pourvoir les postes vacants au Conseil de Faculté. Les présidents et présidentes nouvellement élus aux associations étudiantes assument automatiquement le rôle de représentant au Conseil. Les membres sont d’accord de modifier les règlements pour indiquer que le président élu de chaque association étudiante, ou son représentant, sera le représentant au Conseil de Faculté.

6.3 Undergraduate Studies Committee: To ensure consistency in the term of office for the Undergraduate Studies and Graduate Studies Committees, there should be an item under 6.3 identifying the term of office for the assistant directors such as it is specified under 6.5.

Une question est posée à savoir la différence entre le rôle d’un vice-doyen et celui du doyen associé. J. C. Phillips explains that a vice-dean’s role is to serve as the dean’s representative in relation to their portfolio (e.g., VD Research represents the dean on issues related to research and the research initiatives of the Faculty). The role of Director and associate dean is to serve as the head of the School (as specified in the APUO collective agreement section 37.3 on selection of chairs). The two roles are vastly different and in some instances, the Director and associate dean is subservient to the vice-dean. However, in most instances, the relationship between the two roles are embodied as collegial and collaborative.

18-19-FHS-CONSEIL-11 Sur motion dûment proposée par C. Dallaire et appuyée par K. Phillips, les membres du Conseil approuvent les règlements tels que modifiés avec les changements identifiés aujourd’hui. (26 pour, 1 contre. Motion adoptée)

Once the bylaws are approved by the Senate Executive Committee, the next step will be to work on the operating procedures evolving from the bylaws.

6. AUX FINS DE DISCUSSION | FOR DISCUSSION

7. AUX FINS D'INFORMATION | FOR INFORMATION

7.1 NOUVELLES DES UNITÉS ACADÉMIQUES / UPDATES FROM THE ACADEMIC UNITS

The directors each take their turn to give news on approved programs, new positions, student successes, and recent grants.

7.2 AFFAIRES FACULTAIRES / FACULTY AFFAIRS

Ce point n'a pas été abordé faute de temps..

7.3 RAPPORTS DE LA DOYENNE ET DES VICE-DOYEN(NE)S / DEAN AND VICE-DEAN REPORTS

Ce point n'a pas été abordé faute de temps.

8. NOUVELLES DES REPRÉSENTANT(E)S AU SÉNAT / NEWS FROM REPRESENTATIVES ON SENATE

Ce point n'a pas été abordé faute de temps.

9. QUESTIONS DIVERSES / OTHER QUESTIONS

10. CLÔTURE DE LA SÉANCE / ADJOURNMENT OF THE MEETING

La séance est levée à 16 h.

11. DATE ET LIEU DE LA PROCHAINE SÉANCE / DATE AND LOCATION OF NEXT MEETING

Mardi 5 février 2019 de 14 h à 16 h, pièce 083, Pavillon Tabaret / Tuesday, February 5, 2019, from 2 – 4 p.m. at room 083 of Tabaret Hall