

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

*Séance du 30 octobre 2018 – RGN 2029
Meeting of October 30, 2018 – RGN 2029*

PRÉSENCES / PRESENT

Y. Burelle, A. Carlsen, J. Chartrand, C. Dallaire, P. Darling, M. Demery Varin, M. Dumont, P. Forgeron, P. Guitard, J. Jutai, L. Kemp, J. King, H. Laperrière, L. McLean, J. C. Phillips, K. Phillips, L. Pilutti, S. Poitras, B. Séguin, D. Ste-Marie, M. Taks, L. Thibault, présidente, M-C Thifault, S. Tosh

ABSENCES MOTIVÉES / EXCUSED

R. Baillargeon, D. Benoit, D. Bérubé, Z. Daviault, S. Fazal, L. Fulton (sans vote), D. Harrison, H. La France, J. Lagacé, M. Pressault, M. Robidoux

ABSENCES / ABSENT

N. Brogan, C. Daboné, J. Etowa, D. Mistry, E. Prieur, B. Talgoy

1. OUVERTURE DE LA SÉANCE / CALL TO ORDER

La doyenne souhaite la bienvenue à l'assemblée. Le quorum étant atteint, elle débute la séance à 14 h 05.

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

18-19-FHS-CONSEIL-4 Sur motion dûment proposée par C. Dallaire et appuyée par D. Ste-Marie, il est résolu d'approuver l'ordre du jour tel que présenté. (Proposition adoptée)

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

3.1 de la réunion du 5 juin 2018 / of the June 5, 2018, meeting

18-19-FHS-CONSEIL-5 Sur motion dûment proposée par C. Dallaire et appuyée par M. Dumont, il est résolu d'approuver le procès-verbal de la réunion du 25 septembre 2018 en y apportant des corrections aux items suivants : 6.1 ajouter la phrase suivante à la fin du 3^e paragraphe : « La doyenne a informé les membres que ce programme sera offert en

anglais seulement les deux premières années étant donné le coût élevé des frais de scolarité (40 000 \$ par année). »; 6.4 ajouter le mot « CFI dans la phrase « ...the first round of CFI expressions of intent... ». (21 pour, 1 abstention. Proposition adoptée)

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

Aucune affaire découlant du procès-verbal.

5. AUX FINS DE DÉCISION | FOR DECISION

5.1 2018-UGRD-SSAN-LSR-01

C. Dallaire résume les modifications proposées par l'École des sciences de l'activité physique, notamment la modification du titre du diplôme, la restructuration des cours obligatoires et optionnels, ainsi que les changements proposés aux titres et descriptions des cours à 8 des cours optionnels de la nouvelle mineure en loisir pour mai 2019.

18-19-FHS-CONSEIL-6 Sur motion dûment proposée par C. Dallaire et appuyée par P. Forgeron, les membres du Conseil approuvent la demande 2018-UGRD-SSAN-LSR-01. (21 pour, 1 abstention. Proposition adoptée)

5.2 2018-GRAD-SSAN-ORA-01

P. Guitard résume les modifications proposées par l'École des sciences de la réadaptation concernant l'ajustement des préalables à 11 cours du programme d'audiologie, 12 cours du programme d'orthophonie et à 4 stages offerts dans les deux programmes pour mai 2019.

18-19-FHS-CONSEIL-7 Sur motion dûment proposée par P. Guitard et appuyée par P. Forgeron, les membres du Conseil approuvent la demande 2018-UGRD-SSAN-ORA-01 avec modifications au point 2.2. (21 pour, 1 abstention. Proposition adoptée)

5.3 2018-UGRD-SSAN-NUT-03

S. Tosh explains the modifications proposed by the School of Nutrition Sciences regarding the addition of a Letter of Intent and the removal of the Physics 3U course from the admission requirements to the upcoming Honours Bachelor in Integrated Food Sciences program for May 2019.

D. Ste-Marie informs members that the members of the Undergraduate Studies Committee have recently approved the document (October 29, 2018) and have recommended the following corrections that are not on the copy that Faculty members presently have on hand:

- Correction of the name of the "Programme Management Committee" to "Program Management Committee"
- Correction of "Academic Office" to "Admissions Office"
- Additional information has been added to page 6, section 6.2 b) – 1 : *The letter of intent will provide a mechanism for recognizing prior learning experience and balancing that against CGPA. The Program Management Committee will create a rubric to consistently and fairly evaluate the candidates assigning weightings to the*

grades and each of the elements that applicants are asked to address in their letters of intent.

18-19-FHS-CONSEIL-8 On motion duly made by S. Tosh and seconded by P. Forgeron, members of Faculty Council approve the request 2018-UGRD-SSAN-NUT-03 as presented, including the modifications made by the Undergraduate Studies Committee. (Unanimous. Motion approved)

6. AUX FINS DE DISCUSSION | FOR DISCUSSION

6.1 Règlements de la Faculté / Faculty Bylaws

C. Phillips explains to members that today's meeting is to discuss the proposed changes to the format and content of the Faculty of Health Sciences Bylaws as well as go over the questions forwarded by D. Benoit in an email of October 16, 2018, with the intention of voting on the proposed Bylaws document at the Faculty Council's meeting on December 4, 2018.

Considering that certain elements of the new proposed bylaw document have raised concerns with members of Faculty Council, members agree that the time remaining for today's meeting is spent on discussion of this dossier. The Dean informs members that she will therefore provide a written report with the minutes of today's meeting and that all other items on the agenda are postponed until a future meeting.

C. Phillips presents the overview of the revisions to the FHS Bylaws and explains that the revisions were done in collaboration with the office of the Secretary General (formerly Vice-President Governance) in order to accurately reflect our bylaws with the University of Ottawa governance approach. He then addresses the issues raised in an email sent by D. Benoit to Faculty Council members on October 16:

1. The University Governance (1982) booklet: C. Phillips explains to members that the booklet is a convenient digest of documents available for consultation in the archives of the university, which therefore explains the reason the Senate Executive Committee is asking faculties to remove all references to this document in their bylaws. For example, the bylaws of the Faculties of Medicine and Social Sciences have recently been approved by the Senate Executive Committee after removing all references to the 1982 University Governance booklet. Members ask C. Phillips to receive in writing from the office of the Secretary General the status of the University Governance booklet.
2. The Faculty Council's role regarding the faculty budget: C. Phillips describes the divergent approaches to Faculty Council contributions to budgets that are evident in the Bylaws of the Faculty of Medicine and the Faculty of Social Sciences. He proposes adopting an approach whereby the FHS Faculty Council serve the functions to review and make recommendations on the Faculty budget. This is the approach used in the Faculty of Medicine bylaws: "To examine in broad outlines the Faculty's budget already approved by the Board of Governors to ensure that it reflects the priorities established by the Faculty Council." Members are in agreement with this proposed function and stress the importance of the Faculty Council's participation in the development of the strategic plan, which entails making budget recommendations relevant to this exercise.
3. The Faculty Council's role regarding the nomination of vice-deans: C. Phillips explains to members that the nomination process for vice-deans has changed over the years and is

clearly described on the University of Ottawa website in the following document “the Administration Committee matrix for delegation of decision-making authority.” The nomination process consists of the participation of a selection committee including a representative of the Vice-President, Academic or Research. Following a call for nominations to the faculty members, the selection committee examines the applications, organizes interviews, and makes a recommendation to the Dean. Once approved by the Dean, the nomination file is sent to the Administration Committee. Members express the importance to continue to be involved in the nomination process of vice-deans by being consulted on the chosen candidate before the nomination file is submitted to the Administration Committee. Once again, a reference is made to the Faculty of Medicine bylaws in which it involves the members of their Faculty Council in the nomination process.

Before the meeting is adjourned, C. Phillips informs members that he will apply modifications to the proposed bylaw working document to reflect the discussions at today’s meeting as well as provide the website URL to various UofO documents that were mentioned. The documents will then be sent out to members for consultation within their respective units, with the purpose of forwarding their recommendations to the office of the vice-dean, governance prior to the next Faculty Council meeting of December 4, 2018. The recommended changes will be integrated in the documents for presentation and approval on December 4.

Members recommend that the only item on the agenda for the December 4, 2018, meeting be the Faculty bylaws in order to allow sufficient time for members to discuss the changes before voting on the final document.

7. CLÔTURE DE LA SÉANCE / ADJOURNMENT OF THE MEETING

La séance est levée à 16 h.

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

Mardi 4 décembre 2018 de 14 h à 16 h, pièce 2029, Pavillon Roger Guindon / Tuesday, December 4, 2018, from 2 – 4 p.m. at room 2029 of Roger Guidon Hall