FACULTY OF ARTS
Minutes of Meeting
March 7 2017
Robert Vogel Council Room

Attendance: As per Faculty Appendix Book.

Documents: A-16-10 A-16-11

Order
Dean Maioni welcomed everyone to the meeting and then called the meeting to order at 3:06 p.m. Dean Maioni welcomed the administrative staff who were attending the meeting to hear the Provost's presentation.

Dean Maioni asked the assembly to give permission for speaking rights to Mr. Jeremy Glenn so that he could respond to questions concerning his presentation (Item 3). Members agreed.

Agenda
301.1 Mr. Partridge (Student member) moved approval of the agenda, seconded by Professor Johnson (Political Science). Carried.

Presentation: Provost Christopher Manfredi
302.1 Dean Maioni welcomed Provost Manfredi to the meeting.

302.2 Provost Manfredi began by thanking the assembly for the invitation to the meeting. The Provost said that he has two roles, Chief Academic Officer and Chief Budget Officer. He explained that the reason these two roles were combined in a single office was to ensure that the University's academic priorities drive its budgetary allocation mechanism. The Provost reported on the following:

- The University was in a much better position than it was a few years ago as far as financial stability. In 2016 the province did not impose any new cuts to the University's budgets. There were a few cuts that were carried forward from previous years and there were a few announcements from the government about minor reinvestments in education.

Last year the budget for FY17 was produced which projected a deficit of approximately $2.7 million and it seems like the year may end with a balanced budget. The projection for FY18 will be a slightly larger deficit of approximately $6.8 million. This is a good situation to be in and the administration was not anticipating any major cuts and was looking to building a balanced budget over the next five years. The University will have to keep in mind, over the next decade or so, that there will be major capital infrastructure investments needed to be made along with making plans to address deferred maintenance issues. There may also be three potential new capital projects which are: the Royal Victoria site, the possibility of
redeveloping the McLennan-Redpath Library site, and the Powell Building site. These are all potential items that would have an impact on the budget and must be kept in mind.

- The hiring of academic staff will continue. There are no major plans to grow the student body at this time. However, one area that needs some major reinvestment is the administrative and support staff at the local level based on requests from the faculties.

- Moving forward the University’s budget will be driven by academic priorities. There are two major academic priorities that will occupy the University over the next three to five years. One is the Provost’s Task Force on Indigenous Studies and Education which has submitted a preliminary report and will submit a final report this June. The recommendations of the report will have academic elements that will impact the budget.

The other academic priority will be to develop a very concise and focused document with meaningful targets that will be directed towards items that were in the immediate portfolio of the Provost. The goal was to produce a strategic academic plan that was four pages in length. This document has been finalized and will be submitted to Senate for endorsement at the March or April meeting.

302.3 The floor was open for questions for the Provost.

302.4 A question was asked, on behalf of the AUS, why the institutional response to allegations against David Aird pales in comparison to Igor’s tweet. Provost Manfredi responded that he did not feel that they do and stated that he would not discuss this specific case.

302.5 In response to a question about the Task Force on Indigenous Studies and Education report and what areas it will open up and what impact the recommendations will have on the Faculty of Arts, the Provost said that all five areas listed in the terms of the Task Force (which can be found on the Provost’s web site) will most likely affect the Faculty. The question of recruitment and retention of Indigenous faculty will have an effect across the University. There will be an opportunity of developing the program in Indigenous Studies which already exists in the Faculty of Arts. Student recruitment and retention will be important for the University by identifying how it can become a welcoming destination for Indigenous students.

302.6 The Provost responded to further questions:
- what assumptions are made in the budget about tuition fees being frozen and increases being allowed by the government? Response: the assumption is that tuition fees will only increase at the rate the Quebec government allows an increase. The University was projecting annual increases of one to one and half percent.
- was Wilson Hall part of the Capital Projects? Response: No, because it was not a potential possibility project. There was already a plan to develop the site sometime in the future.
- Will there be a corresponding investment in the area of IT infrastructure as part of Capital Projects? Response: Yes, $100 million will be set aside for this.
- Will the reinvestment of administrative and support staff translate to a specific amount allocated to Arts for this purpose? Response: The Dean of Arts makes such requests in the budget process and this year many of the Faculty’s requests were met favourably.

302.7 Dean Maioni thanked Provost Manfredi for the very informative presentation. Faculty applauded.

**Presentation: Plans for the Leacock Terrace**

303.1 Dean Maioni welcomed and introduced Mr. Glenn.

303.2 Mr. Glenn provided a PowerPoint presentation that provided the background and proposed plans for the Leacock Terrace Landscape project.

Mr. Glenn said that this was among the Principal’s priorities of transforming the campus; that it ties in with the ‘Promenade Urbaine’; that it also takes advantage of the deferred maintenance project which will consist of required structural and architecture works to the Leacock Building; and, that it continues the landscape vision of the historic, symbolic and environmental value of a campus with mountain and city.

Mr. Glenn explained that the preliminary concept was to increase the Green surfaces and masses and to create an outdoor amphitheatre so that shows, theatre, courses, etc. can be held in the space while keeping design flexibility to accommodate various crowd sizes, to have site furniture, such as tables, etc, for team works, and to have charging stations for phones and laptops. He noted that informal areas would be developed to have green areas with benches for relaxation and other possibilities such as bike racks and water retention.

Mr. Glenn concluded by asking members for feedback on the following:
- How do you see the McGill community using the area?
- What McGill groups or activities could benefit from an outdoor amphitheatre?

303.3 Mr. Glenn responded to questions:
- the amphitheatre would seat approximately 100-200 people according to the uses that might be proposed.
- the drainage problem will be attended to so that the area is a more dry and efficient space than in the past.
- it is a seasonal project but architects always try to incorporate ways of making the space viable year round. This is important feedback to provide to the project - what types of events could be held in the amphitheatre during the winter.
- it is not meant to be a reserved space for any particular group(s) but that it is open to all students and, in particular, Arts because the space is associated with the faculty.
- there will be a commitment to keep the area well maintained.
- the project was looking at having an acoustic specialist review the area for ways of dealing with the noise of the traffic.
- It was hoped to begin construction in 2018 and open the area for 2019.
303.4 Dean Maioni thanked Mr. Glenn the informative presentation.

Announcements

304.1 Dean Maioni reported the following announcements:

- The annual congress of the Association francophone du savoir (Acfas) is the largest multidisciplinary research event in the Francophonie and McGill is proud to be hosting it this year. From May 8-12, some 6,000 participants from Quebec, Canada and abroad will descend on lower campus to take part in more than 200 colloquia and hundreds of oral and poster presentations.

There is a Call for Volunteers – more than 150 volunteers are needed. Those who might be interested, please visit the following site for more details: https://www.mcgill.ca/acfas2017/call-volunteers

- Congratulations to Lucy Lach, Associate Professor in the School of Social Work, and Associate Dean of Student Affairs, who has been named to the Board of Governors of Dan La Rue, the iconic Montreal organization that helps homeless and at-risk youth.

- Congratulations to McGill’s Dept. of Economics for being repeat winners of the Bank of Canada’s Governor’s Challenge on Feb. 4, 2017 – McGill’s winning team this year was comprised of Jules Boudreau, Eric Blachut, Baptiste Cumin, Kurt Vogt Gwerder and Ludovic van den Bergen, along with academic advisors Professors Chris Ragan and Francisco Ruge-Murcia. This is quite an honour and great achievement on the part of the Department of Economics.

The Governor’s Challenge sees teams of undergraduate students in economics and finance give presentations on the economic outlook and make monetary policy recommendations to the Bank’s Governing Council, represented by a panel made up of senior executives from the Bank and the private sector.

- Supplemental Call for Nominations for Senate Representatives – the deadline to submit nominees is March 16, 2017. It is vital to have all the vacant seats (3) filled. Please encourage your colleagues to be nominated for this very important part of the governance of the Faculty.

In addition, five nominees are still required to fill vacant seats on the Arts Nominating Committee.

304.2 This concluded the Announcements.
Business Arising from the Minutes
306.1 There was no business arising.

Members’ Question Period
307.1 No questions were submitted.

Report on the Actions of Senate - Senate meetings of November 23, 2016 and December 7, 2016
308.1 Dean Maioni noted that the report for the Senate meeting held on December 7th was available to read at: http://www.mcgill.ca/arts/facultystaff/facultymeetings/faculty-meetings-restricted

308.2 With no questions raised about the report, the Dean thanked Senator Holmes for the report. The Dean pointed out that the report for the meeting held on November 23rd would be posted on the web as soon as possible.

Detailed minutes of Senate meetings can be found at: http://www.mcgill.ca/senate/senate-2016-2017.

Report of the Dean
309.1 There was no report.

Report of the Associate Deans

Academic Administration and Oversight
310.1 Associate Dean Lane-Mercier reported on the following:
- Project: A pilot project between Arts and the School of Continuing Studies began three years ago and it now has one final year left. The project has been discussed at Chairs/Directors meetings in the past, however, it was not time to report to this body until now.

The project was to bring a cohort of Freshmen students from Northeastern University (NU) in Boston to spend their first semester abroad at McGill. In 2015, there were forty-five students who were offered a choice of courses and two of these were Arts courses. The project covered the cost of special sections of an Economic and a Canadian Studies course for the NU students along with its own instructors and teaching assistants. The first year netted $120,000 for Arts. In 2016, the cohort tripled with approximately 105 NU students participating in the project. This time seven Arts courses were used and because of the success it was decided to integrate the NU students with McGill students.
The third year of the project will mostly likely increase slightly in numbers and a request to offer even more Arts courses will be discussed should the Faculty continue with this partnership.

The net revenue for Arts this year was significant with a total of approximately $400,000. The Dean was consulted and decided to allocate the net revenue in the following manner which will benefit the faculty: 1) top-up the TA budget by $300,000 which will allow for six additional teaching assistants positions to be created, 2) to allocate $70,000 to the Arts Capital budget (the need for this was because it was no longer possible to cover work such as painting, moving expenses, floor tiling, office upgrades etc. under the University Capital Alternations budget), and 3) $30,000 redistributed to the units that participated in the project.

- **TA Budget**: Units requested, this year, a total of $3,200,000 in TA allocations. This was an increase of approximately $500,000 from last year. Including the NU top-up, the actual budget for 2017-18 will be $2,600,000. After reviewing the requests and eliminating ineligible requests, the ratio of TA per student will be brought down from last year. Currently the ratio is at one TA per 80 students. The allocations were still be worked out but it was hoped that the ratio will be lowered significantly and thus will enable units to hire TAs and give students the experience they are hoping to receive. Units should receive their allocations over the next week or two.

In response to a question of what were the reasons for denying a request for TA funding, the Associate Dean said that several requests were for graders which is not part of the TA budget and several requests were for courses with an enrolment of twenty students. The formula used for determining the budget is based on the actual enrolments in a given course over the past five years.

It was pointed out that if the ratio was going to be lower would it not be possible to consider requests of courses with smaller enrolment numbers. There are needs for TAs other than simply the number of students in a course. The Associate Dean took this very important point under advisement.

- **Summer Studies**: Over the past few years several requests on the part of chairs and directors for the Dean to request an increase in the Arts summer studies budget. Last year the budget was cut down to $352,000. This allocation remains the same for this year. However, units have been requesting more funding for summer courses as well as students have indicated a need for more summer courses. After consulting with the Dean, the Dean felt it was time to include a request to the Provost in the Faculty Agreement to increase the Arts summer studies budget. The Dean has been informed that the Provost approved the request.

Dean Maioni thanked Associate Dean Lane-Mercier for the report.
Research and Graduate Studies
310.4 Dean Maioni conveyed the regrets of Associate Dean Engle-Warnick and reported, on his behalf, that four offers made for the Mellon Post-Doctoral fellowships were accepted, including one in Indigenous Studies.

Student Affairs
310.5 Associate Dean Lach reported on the following items that were currently in progress:

- A meeting of Undergraduate Program Directions will take place on April 12th to provide direction on how to deal with mental health issues and students with learning disabilities, as well as physical disabilities, and what constitutes accommodation particularly around mid-terms and attendance. This will be specifically for Undergraduate Programs Directors to discuss this in the context of classroom management.

- A survey was in progress on advising models across the faculty. In other words, how is advising provided in each department; are there professional advisors, administrative advisors, faculty that provide advising; are there course releases for advising and how much was available for course release for advising, etc.

- A request has been received from faculty members for intruder training. A date for this training exercise was in negotiation with the Security Office.

- A workgroup that has been looking into attendance policies across language courses has discovered that there was a tremendous amount of variation on how students are treated when they are not able to attend their language classes. A meeting has been held with chairs and instructors from the language departments in order to establish another working group that will recommend a policy that will eventually be submitted to this body for approval.

- The Associate Dean (Student Affairs) has access to priority appointments and as a result is able to refer students who were in crisis to Mental Health and Counselling Office. This means the Associate Dean can contact this office and make arrangements for students in crisis to be seen within 24 to 48 hours, however, it must be an urgent crisis situation.

- Mr. E. Partridge, Vice-President (Academic) along with the Associate Dean (Student Affairs) were developing a tool kit for instructors on building a sense of community in the classroom. This kit was meant for newly appointed academics and sessional lecturers as well as others. It is to provide guidance on how to get students engaged in the classroom and getting students to be interactive with each other, etc. There are students who feel isolated and lonely in courses because they never interact with one another.

310.6 Dean Maioni thanked Associate Dean Lach for the report.

Report of the Curriculum Committee
311.1 Associate Dean Lane-Mercier moved approval of the Report of the Curriculum Committee ‘en bloc’ as outlined in document A-16-11, seconded by Everett (Langue et littérature françaises).
The report contained the following proposals:

**LANGUE ET LITTERATURE FRANCAISES**

Proposed program changes: Mineure en langue françaises  
CC-16-44

Note: The retirement of the Mineure en langue françaises et traduction was approved by the Screening Committee on November 28, 2016.

**SCHOOL OF RELIGIOUS STUDIES**

Proposed program revisions:

Bachelor of Theology  
CC-16-48

311.2 The motion **carried**.

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**Report of the Activities of the Arts Undergraduate Society**

312.1 Mr. Partridge said that a detailed report was posted on the Faculty web page prior to the meeting and pointed out the following:

- The elections were complete and the transition of the executives was currently under way.
- Two “Prof Talks” were being planned.
- Work was beginning for planning for FROSH.
- The Arts Students Employment Fund will be allocating approximately $60,000 for research and other positions in various areas of the faculty.
- $150,000 has been allocated for infrastructure improvements through the Arts Improvement Fund.

312.2 Dean Maioni thanked Mr. Partridge for the report.

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**Report of the Graduate Students**

313.1 There was no report.

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**Other Business**

314.1 There was no other business.

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**Adjournment**

315.1 The meeting adjourned at 4:22 p.m.