

**FACULTY OF ARTS
Minutes of Meeting
November 21, 2017
Robert Vogel Council Room**

Attendance: As per Faculty Appendix Book.

Documents: A-17-4 to A-17-7

Order

Dean Maioni welcomed members to the meeting. The meeting was called to order at 3:05 p.m.

Resolution on the deaths of Professor P. Longworth and Professor A.R. Riggs

201.1 Professor D. Wright (History and Classical Studies) presented the following resolution:

“I regret to inform colleagues of the passing of Philip Longworth, our former Professor of Eastern European History.

Professor Longworth graduated from Balliol College, Oxford, in 1953. After fulfilling his National Service – during which time he learned Russian -- he entered his family’s confectionary business. However, after several years in the private sector, he ultimately decided to pursue his own intellectual interests as an historian. He worked first for the Commonwealth War Graves Commission before lecturing in Russian History at Birmingham University and, later, London’s School of Slavonic Studies.

In 1978, he accepted a position as a Visiting Professor here at McGill, where he focused on East-Central European History. In 1984, he was transitioned into a tenure-stream position, which he held until his retirement in 2003. Professor Longworth published many books on Russian History, as well as taught hundreds of our undergraduate students. After retirement, Longworth returned to his native England where he continued to write for periodicals (such as the *Times Literary Supplement* and *London Review of Books*) on topics related to Russian history and the history of the Balkans.

Professor Longworth died at the age of 83 in London, England. He will be warmly remembered by students and colleagues for his passion for History and dedication to teaching excellence.”

201.2 Professor Wright presented the following resolution:

“It is with sadness that I inform colleagues of the death of Alvin Richard Riggs, our former historian of Colonial America.

Alvin Riggs was born in 1931, in Motley, Minnesota. He served his country in the U.S. Air Force during the Korean War and was stationed in the South Pacific. Upon returning to the United States, he received a Bachelor's Degree from the University of Delaware before attending Yale University to earn his Masters and PhD in History. Among his many accomplishments, the young Prof Riggs was a Fulbright Scholar, who spent a year studying in Edinburgh, Scotland.

Prof Riggs joined the Department of History in the 1970s and taught pre-Civil War U.S. History at McGill University for many years, until his retirement in 2000. His obituary lists his hobbies as fly fishing, floating down the Smith River in Montana, and being an active support of his local American Legion branches.

Professor Riggs passed away at the age of 85 in North Carolina. He will be remembered for his good humour and dedication to American history by a generation of students and his friends and colleagues."

- 201.3 Dean Maioni noted that the resolutions were unanimously accepted and that the Faculty would forward a copy of the resolutions to both families.

Agenda

- 202.1 Ms. Wilson **moved** approval of the agenda, seconded by Ms. Chan. **Carried.**

Announcements

- 203.1 Dean Maioni introduced Mr. Shane Handyside who has just begun as the Acting Academic Affairs Officer in the Faculty Office. Mr. Handyside replaces Mr. Andrew Staples who has been seconded to the Recruitment to Retirement (R2R) Project. Shane brings to the Faculty a vast knowledge of academic affairs that he has acquired while working in the Academic Personnel Office. The Dean, on behalf of Faculty, welcomed Shane to the Faculty and wished him well in his new role.

Faculty applauded.

- 203.2 Dean Maioni announced that there were still four vacancies on the Arts Nominating Committee after a third call for nominations was processed and no nominees were put forward. A fourth call will circulated shortly. The Dean encouraged Chairs and Directors to consider any of their members to be nominated.

- 203.3 This concluded the Announcements.

Minutes of Faculty of September 26, 2017

A-17-4

- 204.1 Ms. Chan **moved** approval of the minutes, seconded by Ms. Wilson. **Carried.**
- 204.2 Dean Maioni thanked Ms. Sharpe for preparing the minutes despite being absent from the meeting.

Business Arising from the Minutes

205.1 There was no business arising.

Members' Question Period

206.1 No questions were submitted.

Motion: Proposal to close the McGill Summer Institute for the Study of Montreal A-17-5

207.1 Dean Maioni **moved** :

“To close the McGill Summer Institute for the Study of Montréal and Québec in effect as of summer 2018. The one course, QCST 336, associated with the Institute will remain an active course within the Québec Studies Minor Concentration program.”

207.2 Seconded by Ms. Chan. **Unanimously carried.**

Report on the Actions of Senate -

208.1 Dean Maioni explained that there will no longer be any reports submitted by Arts Senators to Faculty Council meetings. If the Senators feel there is a need for a discussion about issues raised at Senate meetings, they may do so at any Faculty Council meeting.

208.2 Senator Isabella Anderson reported that there was lots of good round table discussions at the Joint Board-Senate meeting and reported on the last Senate meeting as following:

- Revisions to the Student Assessment Policy were approved.
- The Student Conduct Policy will be reviewed soon.

208.3 Dean Maioni thanked Senator Anderson for the report.

Detailed minutes of Senate meetings can be found at: <http://www.mcgill.ca/senate/senate-2017-2018>.

Report of the Dean

209.1 The Dean reported on the following:

- The Faculty has been very busy in the past few weeks preparing the FY19 agreement with the Provost. Chairs and Directors have been asked to submit proposals and their reflections for this planning exercise. After meetings with the Provost and Professor Ghyslaine McClure (Associate Provost, Budget & Resources) it turns out that Arts is in good shape. This is good news largely due to the Dean's predecessors, Christopher Manfredi who put into motion the program that allows us to claw back or reign in our deficit and Hudson Meadwell who continued this process. As a

result, the finances of the Faculty is in much better shape this year than in the past decade.

- Along with the appointment of Mr. Shane Handyside, a reorganization of the reporting structure has taken place in the Dean's Office in order to streamline the processes in the Faculty Office. The space reallocation for Arts/Ferrier is moving forward. It is hoped that these projects will provide better services, not only to the faculty, but to the students and the administrative staff as well.
- November has been an extremely busy month for events taking place that highlight the faculty within the McGill community and external to the university:
 - The launch of the Max Bell School of Public Policy was held on November 7th. The presence of all those who accepted the invitation to attend the events was much very much appreciated. A lunch was held along with two excellent panels, one on Canada's role on the world and the other on domestic challenges to public policy. This was followed by a dinner that showcased the new Director of the School, Professor Christopher Ragan's (Economics) vision for next few years. The events were a great success.
 - An announcement was made on November 17th about the gift from the Bank of Montreal Financial Group for the Centre Interdisciplinary Research on Montreal. The Principal and Professor P. Brissette (Langue et littérature françaises) both gave great speeches on the importance of this interdisciplinary research institute which is housed at McGill and which will bring a number of scholars together from across the city's universities.
 - The third event that is being highlighted because of its importance to the Department of History and Classical Studies was the 10th anniversary of the Cundill History Prize which was awarded on November 16th to Daniel Beer (Department of History at Royal Holloway, University of London) for his book *The House of the Dead: Siberian exile under the Tsars*.

The Cundill Lecture was given by last year's winner Thomas W. Laqueur. An expression of thanks was extended to the Department of History and Classical Studies for organizing this lecture. The Fringe Festival held a discussion of the finalists and ended with the students choosing the book written by Daniel Beer. This successful event was organized by the students of the Department of History and Classical Studies and was held before the official winner was announced.

209.2 This concluded the Dean's report.

Report of the Associate Deans

Academic Administration and Oversight

210.1 Associate Dean Lane-Mercier reported on the following:

- Update on the partnership between Arts and Northeastern University (NU) in Boston. This will be the last year of a three-year pilot initiative to bring a cohort of

Freshman NU students to McGill for the fall term. There were eight pre-selected Arts courses that were offered to these students this fall. The good news was that the NU students generate a net revenue for Arts, last year the net revenue was \$405,000 with 102 NU students participating in the program. This year due to an increase in the cohort (135 NU students) the Faculty was expecting the net revenue to be approximately just over \$600,000.

Last year the revenue was used to top up the TA budget (this changed the ratio of the number of students per TA from 80:1 to 65:1), funds were used for projects that were not eligible under the Capital Alterations budget (tile work, carpeting, painting etc.), and finally funds were dispersed to the participating units in this program. This year the net revenue from the NU program will allow the faculty to allocate an additional \$100,000 to the Summer Session 2018 budget; in previous years units were unhappy with requests that were not approved because of the small Summer Session budgets every year. As a result of the additional funds units should have better news this year for their summer offerings.

- Summer Session 2018 budget – Last year the budget was just over \$352,000, however, the amount requested by units for summer 2017 was \$618,000. The large shortfall between budget and requested money was very frustrating. The Dean requested an increase in the summer session budget and the faculty received an increase of thirty percent, this brings the budget for this year to \$472,000. With the funds from the NU program this brings the total to \$572,000. The amount requested for summer 2018 is \$678,000 which still leaves a shortfall but the good news is that the faculty will be able to offer a significantly higher number of summer courses this year.

Finally a portion of the additional \$100,000 will allow the faculty to allocate funds which will be used for exemptions for Arts graduate students.

In response to a question, the Associate Dean explained that the Summer Session budget for departments is determined by taking into account several factors, such as: previous requests, enrolment trends, the rationale for each units' request, the level of the courses (lower level courses are prioritized as opposed to higher level courses), and previous funding trends.

- Space – two updates since the last Faculty Council meeting:
 - a reorganization is currently being undertaken, both spatially and administratively, of the Arts/Ferrier ASC. This will entail finally finding a solution to the ongoing problem of having the Arts/Ferrier ASC split on two different levels. This problem has been communicated to the faculty by students, faculty members, and administrative staff. The three distinct areas will be reconfigured so that everyone in the ASC is located together on the ground floor.
 - A new power house will be constructed on Dr. Penfield. It will be constructed adjacent to the Ferrier Building, and as a result, it would be helpful if chairs and directors who have staff and colleagues in the Ferrier Building that they inform them about the construction noise that

will begin very soon. There will be an enormous amount of disturbance until the end of March, both noise and vibration. Classes will be relocated. The building should be completed for November 2018.

- Voluntourism – This issue was brought up late last year. Voluntourism are for-profit organizations external to McGill that come on campus to recruit students for various opportunities. Some of these organizations have ex-McGill students involved which is problematic as they are familiar with campus and much more aware of how to recruit their peers. These organizations are promoting internship opportunities, language programs abroad, and field trips abroad.

Emails are being sent to colleagues, to students, to administrative and support staff requesting that their announcements/advertisements be forwarded to interested students. The Deputy Provost of Student Life and Learning has been very clear that he is against the presence of these organizations on campus. The Arts Internship Office is concerned, not only because they are 'for-profit', but also because they have not been vetted by McGill.

A message will be sent to Chairs and Directors shortly asking them to make their staff and colleagues aware of this issue.

A question was raised on how to distinguish between these organizations and official ones. The Associate Dean replied that they do not have the "McGill" name attached to them and that one should contact the Arts Internship Office for confirmation on whether or not they are official communications.

Associate Dean Lach added that students may expect credit for these opportunities so it is a good idea for them to contact an advisor in OASIS that deals with transfer credits.

Research and Graduate Studies

210.2 Associate Dean Engle-Warnick reported on the following:

- The positions of Graduate and Postdoctoral Studies Administrator and Grants Officer were still not filled, and as a result, the Associate Dean should be contacted directly for assistance.
- The Mellon Postdoctoral Program for Humanities - 100 applications were received. A committee will determine the winners.
- The Faculty does not expect a difference in funding for the graduate program from the University this year. There will not be any funding for 6 and 7 year Ph.D. students this year. This should not be problematic as funding at this level was normally low and the incentive was for students to complete their Ph.D.s.

Student Affairs

210.3 Associate Dean Lach reported on the following:

- There has been confusion on what is the actual end date of classes. There is a default date listed on Minerva that may or may not actually coincide with the full 39 contact hours that are required for a three credit course. OASIS has

been informed that the real dates have been posted on the Enrolment Services web site.

- A reminder that if instructors assign a take-home exam that is due into the final exam period that this should be registered as a final exam with the Exam Office. The reason for this is that if the due date for a take-home or final paper is during the exam period and it coincides with another sit down exam this could constitute a conflict. Without the registration students can't plead for accommodation due to a conflict.
- When planning course outlines next term instructors must refer to the Student Assessment Policy guidelines. A checklist will be circulated to instructors that can be used to compare their syllabi against the checklist.
- Instructors are being urged this term when submitting their exams to submit a copy of their deferred exams at the same time. The dates for deferred exams will be March 5, 6, and 8 this year instead of at the end of the exam period in May. This is during reading week and instructors must be accessible by phone.
- The opting in or out for wait lists was being reviewed. A better system might be to make the default that all courses have a wait list and then the instructors can decide whether they will 'opt out'. Determining the implications of moving forward with this change was still being investigated. Feedback concerning this will be appreciated.

210.4 Dean Maioni thanked the Associate Deans for the reports.

Report of the Nominating Committee

A-17-6

211.1 Dean Maioni **moved** approval of the Report of the Nominating Committee "en bloc" as outlined in document A-17-2, seconded by Professor S. Manoukian (Islamic Studies/Anthropology). **Carried.**

Report of the Curriculum Committee

A-17-7

212.1 Associate Dean Lane-Mercier **moved** approval of the Report of the Curriculum Committee 'en bloc', seconded by Ms. Chan.

The report contained the following proposals:

SCHOOL OF SOCIAL WORK

Program revisions: Bachelor of Social Work - CC-17-19

Note: Proposed new course: SWRK 344 (CC-17-20 / PRN 12658,V2) was approved by the Curriculum Committee on October 30, 2017.

LANGUAGES, LITERATURES, AND CULTURES

Program retirement: Major Concentration in German Studies: Lit. & Culture - CC-17-06

CATHOLIC STUDIES

Program retirement: Minor Concentration in Catholic Studies - CC-17-07

ANTHROPOLOGY

Program revisions: Ph.D. in Anthropology / Ph.D. in Anthropology –Neotropical
Environment Option / New Course: ANTH 701 [PRN 12485,V5] / ANTH 702

212.2 The motion **carried**.

Report of the Activities of the Arts Undergraduate Society

213.1 Ms. Wilson reported on the following:

- AUS Fall Referendum Period, Nov. 20-23. Motions include changes to fees (base fee increase, computer lab fund decrease).
- Released statements condemning Bill 62, encouraging Yes vote to Daily Publications Society Existence referendum.
- Arts Student Employment Fund Fall 2017 decisions made – due to new by-law revisions, new professors no longer receive \$5000, but the November round informally prioritizes them – low awareness/large amounts unused.
- Working with Erik (President) on the speaker series – one attendee confirmed.
- Mental Health Commissioners planning Arts Health and Wellness Week with OASIS.
- Return of the Bar des Arts in the Arts Lounge.

213.2 Dean Maioni thanked Ms. Wilson for the report.

Report of the Graduate Students

214.1 There was no report.

Other Business

215.1 There was no other business.

Adjournment

216.1 The meeting adjourned at 3:54 p.m.