
**Faculty of Education
Faculty Council
MINUTES
October 2nd, 2019 at 9::00 a.m.
Room 233**

Present:

Elected members: Professors Caroline Riches, Bronwen Low, Ingrid Sladeczek, Tina Montreuil, Benoit Gentil, Tyler Churchward-Venne, Mr. Scott Conrod, Ms. Jenna Prigioniero, Ms. Marcela Isuster, Mr. Enoch Leung, Ms. Fanny Langin

Non-elected members: Professors Nancy Heath (Acting Chair), Steven Jordan, Jeffrey Derevensky, Julie Côté, Ms. Allyson Noftall, Ms. Ms. Degane Sougal, Donna Wilkinson

Regrets: Dean Rassier, Professors Alain Breuleux, Dennis Jensen, Mr. Mitchell Miller, Ms. Vanessa Gold

Invited Guests: Ms. Gillian Nycum and Dr. Kaila Folinsbee - ESAAC Subcommittee on Fall Reading Break

1) CHAIR'S REMARKS

- Dean Rassier sends his regrets, he is travelling on University business.
- Prof. Heath shared on behalf of the Dean, the Bicentennial Campaign and MADE, the new branding of McGill University was launched at Homecoming October 2019. A new avantgarde McGill pin has also been designed. The Faculty of Education Bicentennial Committee will be reaching out and recruiting people to participate more actively in the campaign.

2) ADOPTION OF THE AGENDA OF OCTOBER 2ND 2019

Prof. Montreuil moved and Prof. Derevensky seconded the motion to approve the Agenda.
MOTION CARRIED

3) APPROVAL OF MINUTES OF APRIL 17TH 2019

Prof. Gentil moved and Prof. Sladeczek seconded the motion to approve the Minutes of April 17th, 2019
MOTION CARRIED

4) INVITED GUEST MS. GILLIAN NYCUM AND DR. KAILA FOLINSBEE FROM THE ESAAC SUBCOMMITTEE ON FALL READING BREAK: FALL READING BREAK IMPLEMENTATION DISCUSSION

- Gillian Nycum advised the discussion would be audio-recorded, if there were no objections, as the ESAAC sub-committee note-taker was unable to attend.
- Gillian Nycum explained that the Sub-committee on Fall Reading Break has been asked to assess the feasibility of implementing a fall reading break, a student-led initiative primarily over concerns for student mental wellness. The sub-committee will review questions such as what will the trade-offs be for a fall break and how to maintain contact hours in the semester. Students have done a number of consultations, surveys and referendums and they consistently show strong support for starting the semester earlier to allow for a fall break.

Consultations took place with the Deans and Vice-Principals in Winter 2019 to collect info on the feasibility of the students' preferences (starting the semester one week earlier or adding minutes to every contact hour). Feedback from the faculties was mixed so the sub-committee felt more conversations were needed with the faculties to ensure they heard all of the concerns about a fall break.

The following points were discussed:

- How early are the students willing to begin before Labor Day, August? September? There are between 25 and 35 different combinations for a start date for the fall semester before Labor Day and the start date may not be consistent from year to year. The aim is to start as close as possible to Labor Day.
- There are issues with the survey results because students were permitted to select more than one option.
- Students and the ESSAC sub-committee are consistent, they do not want to shorten the exam period by having weekend exams, or by removing study days, as these will have the opposite impact on improving student wellness.
- Religious holidays may need to be considered in planning a fall study break.
- Question was raised whether there was evidence that a fall reading break will improve student wellness.
- Students have researched that most other Canadian Universities do have a fall study break.
- The ESAAC Subcommittee feels a plan and further research must be implemented to assess the impact on students, the impact on the academic program, and faculty and staff.
- KPE students and professors were in favor of the fall study break with preference to starting earlier. They felt they would benefit from this break during grant application season.
- The implications on fall student internships is a concern. Jenna Prigioniero, Placement Officer, ISA, pointed out that in the winter semester, students on placements followed the study breaks of the schools where they were placed, not the McGill study break.
- The ESAAC Subcommittee would like to arrange a staff consultation with senior directors and managers from faculties and administrative units. This consultation will take place in November or December and Gillian Nycum will be in contact with Donna Wilkinson to facilitate this.

5) CONSULTATIONS & REPORTS

ASSOCIATE DEAN ACADEMIC PROGRAMS

Prof. Breuleux sent his regrets; there is no report at this time.

ASSOCIATE DEAN RESEARCH & INNOVATION

- Update on Offering: The office that supports professors in research activities is going through some changes based on feedback received last year from new professors and major grant holders. We apologize because some of our services were disrupted when Crystal Noronha went on leave in early June and now Crystal no longer works for our faculty. A potential new hire will possibly be in place in the next week or two.
- We are considering restructuring based on feedback we received last year from new professors and major grant holders about the services we were providing to avoid OSR and Offering duplicating emails and services. OSR have concerns that we were just not duplicating but confusing our researchers by passing along different information. Prof. Heath is currently meeting with OSR to see what services they offer at all stages of a professor's career and to ask for their feedback on what services Offering in the Faculty of Education can provide that would be helpful and complimentary to OSR services. As part of the restructuring of Offering, Catherine Essar's position has been redefined to work closely with the Associate Dean, Research and Innovation and a new position has been created to provide more clerical support in Offering. They will work as a team with Prof. Heath to provide a multiple approach to assist professors in applying for grants and managing the grant. Workshops will be offered with Daniela Frischer and Catherine Essar and researchers to discuss how to manage multiple funds. Grants are now monitored more closely than before. Our Finance staff are there to ensure that the grant money is spent properly. We do not want to overspend or underspend which will result in unused grant money going back down the hill in the end. HR will also give guidance on paying students, unionization, and working with HR.
- Professors can also meet at any stage of their career with OSR to ask where they should be applying and in what order should they follow. Previously Offering was trying to provide that service. Prof. Heath is meeting with OSR in the next few weeks to see what services they offer.
- OSR indicated in meetings this summer that departments in the Faculty of Education are doing well. They suggest targeting some big-ticket items and ensure new incoming professors have support to apply for grants and manage their funds. An initiative from Offering will be developing collaborative networks that will support research across the faculty and encourage people to network. When the in-house collaborations are ready to go further afield, OSR has agreed to go through their database to identify other academics across the University who are applying for similar grants in similar areas and Offering can help facilitate and support those collaborations.
- Other initiatives: Prof. Heath is meeting today with Associate Vice-Principal, Innovation and Partnerships, Sylvain Coulombe from Vice-Principal Martha Crago's office to look at ways to increase social innovation in the Faculty and how it is defined. We are asking

for funds directly from the Research and Innovation office or from industry partners to be added to our budget as an incentive to our professors.

- MITACS program: MITACS builds partnerships that support industrial and social innovation in Canada. We are looking at an initiative of \$5000, like the GSSF fund that would give professors an incentive for MITACS submissions. This is an incentive program to inspire professors to think of ways to increase our research/productivity or ability to function, any enhancement of research in the Faculty. According to Prof. Crago, there are not many professors in Education using MITACS. Prof. Heath welcomes suggestions and feedback.
- Next summer Offering is looking into creating cheat sheets or fact sheets that are easily accessible to researchers/professors addressing common issues or questions such as what to put in my grant around knowledge translation mobilization.

ASSOCIATE DEAN INFRASTRUCTURE

Prof. Jensen sent his regrets; there is no report at this time.

LIAISON LIBRARIAN AND COORDINATOR

- Copies have been ordered of the new APA manual coming out this month. The librarians recommend waiting to adopt the new manual until EndNote, Zotero, and the Purdue OWL website have been updated with the new information.
- In order to offer better support to our graduate students, there is a new procedure for students requesting support with systematic or scoping reviews. Any students wishing to conduct a knowledge synthesis must attend the [Systematic and scoping reviews for Social Sciences and Education students'](#) workshop before requesting a meeting with a librarian. After the workshop, students are entitled to a total of four (4) hours of librarian support.
- If you would like to request a book purchase for the Library, please send your request to Marcela Isuster or Emily Kingsland.

EGSS

Mr. Enoch Leung reported that the EGSS goal for this year is to provide equitable opportunities for students.

- Graduate Student enhancement awards have been renamed:
 - GSEA (Graduate Student Enhancement Award) → Travel Awards.
 - Solidarity → Student Initiative Grant.
 - Fellowship → Tabled due to wording (Graduate Student Scholarship, EGSS Distinction Award, Outstanding Graduate Student Award).
- Modified GSEA/Travel award rubric and procedure to make more funds available to more people, although this will make the award non-competitive.
- EGSS is promoting the 6th floor lounge in the 6th floor and the EGSS Basement study area/quiet space for all Education graduate students for all depts.
- EGSS are trying to arrange for stationary bikes for wellness.

EDUS

- EDUS will be finalized elections October 14th 2019.
- EDUS organized two events: apple picking and apartment crawl.

6) VARIA

- The Art Hive will be closing down in the Faculty of Education on November 1st 2019 and relocating December 1st to the Rossy Student Wellness Hub to be more central.
- A new red folder from the Dean of Students office has been sent out to all faculties “Helping Students in Difficulty: what to do and whom to contact in an emergency, crisis, worrisome or difficult situation” Sabrina our local Wellness Advisor can give you a hard copy of this folder. The information is also available on the Dean of Students website [online](#) .
- There was a discussion around McGill wellness and internal solutions.

Meeting adjourned @ 9:55 by Prof. Côté

Faculty of Education
Faculty Council
MINUTES
November 27, 2019 – 10:00 a.m.
Room 233

Present:

Elected members: Professors Caroline Riches, Bronwen Low, Ingrid Sladeczek, Tina Montreuil, Benoit Gentil, Tyler Churchward-Venne, Ms. Jenna Prigioniero, Mrs. Nada Abu-Merhy, Ms. Vanessa Gold, Ms. Fanny Langin

Non-elected members: Professors Nancy Heath, Alain Breuleux, Dennis Jensen, Jeffrey Derevensky, Julie Côté, Ms. Allyson Noftall, Ms. Donna Wilkinson

Regrets: Professor Steve Jordan, Mr. Scott Conrod, Mr. Enoch Leung & Ms. Marcela Isuster

1) CHAIR'S REMARKS

- Dean Rassier received a suggestion from Prof. Bronwen Low, the DISE Representative on Faculty Council Steering concerning the meetings to approve Faculty Council Agendas. Prof. Low proposed that in future, Faculty Council Agendas that only include the standard Consultations and Reports from the Associate Deans; Liaison Librarian and Coordinator, EGSS and EDUS be approved by email. A face-to-face meeting will only be required to approve Faculty Council Agendas that contain motions or questions. Dean Rassier explained to Faculty Council that before the Faculty Council Steering Committee was formed, an executive committee formed by the Associate Deans and Chairs approved the Faculty Council agendas. This was changed to the Faculty Council Steering Committee so that there would be representation from departments, staff members and students. Faculty Council unanimously approved the proposal.

2) ADOPTION OF THE AGENDA OF NOVEMBER 27, 2019

Prof. Montreuil moved and Prof. Derevensky seconded the motion to approve the Agenda.

MOTION CARRIED

3) APPROVAL OF MINUTES OF OCTOBER 2, 2019

Prof. Low moved and Prof. Riches seconded the motion to approve the Minutes of October 2, 2019

MOTION CARRIED

4) CONSULTATIONS & REPORTS

ASSOCIATE DEAN ACADEMIC PROGRAMS

- The MEES is putting in place a scholarship program for UG teacher education students across the Province. The scholarship is offered to students in the four years of the B.Ed. based on academic excellence. Incoming students from CEGEP are ranked according to their R score, and student in Years 2, 3, and 4 on the basis of their CGPA. The recipient will continue receiving the scholarship through the years if academic standing is maintain. We are given some leeway to modulate the distribution of scholarships in accredited UG teacher preparation programs to reflect the needs of the milieu. A working group of the Undergraduate Teacher Education

Committee (U-TEPC) will confirm these priority areas and how to ensure we attract sufficient numbers of excellent candidates. Many logistical details are yet to be ironed out with the MEES.

- Fall Reading Break. From Gillian Nycum (Registrar) “the Enrolment and Student Affairs Committee (ESAAC)” created a Sub-committee on Fall Reading Break (SFRB) to look into the implementation of a Fall Reading Break. In Winter 2019, the SFRB conducted a feasibility consultation through Dean’s, VPs and AVPs. In the report to ESAAC, the SFRB one of the recommendations made was that further consultation with faculty and staff regarding the proper implementation of a fall reading break was needed.” A survey will be distributed shortly in the Faculty in preparation for a discussion meeting for Senior Managers and Directors on December 11.
- GEF funding and enrolment. Allocation information coming up in early December. We have been told that Faculties will get allocations similar to last year. GPS encourages units to include in offer letters the expectation the student will apply for fellowships or they may lose some GPS funding. Moving forward, GPS will encourage a focus on graduate enrolment, without initially specifying targets. Units will need to allocate funds based on their strategic orientation.

ASSOCIATE DEAN RESEARCH & INNOVATION

- Offering:
 - Ana Monteiro is now working with Offering and Catherine Essar. The new Offering is complementary to OSR and no longer duplicating services. We are not only supporting research to get awards and grants but also about how to manage grants and research in general.
 - Catherine Essar is presenting new initiatives at the early pre-tenure mentoring meetings taking place in each department. Dean Rassier, Prof Heath and Ana Monteiro are also present at these meetings.
- Focus on Faculty of Education for mental health. We had funding from the Rossy foundation to develop a program for B.Ed pre-service teachers at McGill and in partnership with 19 other faculties across Canada. We worked with Profs. Gilman and Riches to deliver an improved version this year, called Regulating Emotions and Stress in Pre-service Teachers (REST) and it was extremely well received. We will be sharing it with our partner universities across Canada in January. Student Services has requested that we adapt this program for use across the university starting with a pilot in the Faculty of Engineering starting in January. There will also be a work group created this winter.
- The Dean announced that there are now two to three funds created for funding for research for pre-tenure and young investigators. Prof. Heath wants departments to encourage people to apply to. The Social Innovation Fund Award (SIFA) (from V.P. Crago’s Research and Innovation Office) an award to help build our Faculty members competitiveness for awards. There is also the award for Research Initiative to come out in the next few weeks from the Faculty. These are in addition to the Grant Submission Support Fund (GSSF).

ASSOCIATE DEAN INFRASTRUCTURE

- The Envelope Project is advancing. We apologize to anyone who is inconvenienced by the work.
- The Francis Chan Education Learning Commons Project is advancing through full design stage with funds from Teaching and Learning Services and a donor. Construction will start in the next 6 to 8 months. There have been various delays, but we are working with the Project Officer’s office to hold them accountable and move forward.
- The Science Laboratory Project on the third floor has been approved for undergoing a complete renovation and is in advanced stages of design. We have leveraged 2 million dollars from a fund through the Provost office to supplement the project and the balance is coming from the

University Teaching Labs Working Group (UTLWG) . We are working with Jennifer Wallace and Allison Gonsalves to make sure that that Science Education classes will be accommodated during the construction phase.

- Currie Gym 408 409 has been approved for full redesign and construction (brand new classroom with new AV, acoustics and lighting).
- We have been in communication with EDUS & EGSS about various space initiatives, we are working with them to try to accommodate their request for quiet spaces for students to work and study.
- Proposals have been submitted for the redesign and renovation of the 6th floor Arts Education Teaching Labs (the Sculpture Lab and Painting Lab). The Currie Gym is a second project but no details are available yet.
- Vanessa Bridgman is working on a space audit of the entire building to identify areas that are being poorly utilized or used for storage instead of for the needs of Faculty and students. We are in a space crunch and we need optimize space for current and anticipated future needs.
- Prof. Jensen, as Associate Dean, Infrastructure, encourages departments to submit requests through Offering to his office for in-kind contributions for space for grants. The Faculty now has a very competitive formula to boost the in-kind contribution to make grant applications more competitive. Classroom space, additional lab space, audiovisual equipment can be monetized and included as in-kind support in your applications. When these in-kind items are included, Prof. Jensen has to sign off on them.
- Department Chairs have been asked to provide annual reports for each Faculty member for the last five years to try and build a transparent, standardized need and research performance based metric for chairs to apply in consultation with the Faculty to allocate space for CFI's or reallocation to increase or decrease the size of the current space. The metric will look at the size of the research programs, the number of grants and awards, the number of students as well as the need. The implication and application of the metric will be fair and equitable and as research and performance-based as possible.
- The anticipated lead-time to deliver this metric is approximately six months.

LIAISON LIBRARIAN AND COORDINATOR

Ms. Isuster sent her regrets; there is no report at this time.

EGSS

- A Faculty Grad Student Meet and Greet event was held. Students have expressed a need to have more opportunities to interact with faculty across departments to identify committee members. Approximately 20 Faculty members attended. A survey will be sent out on how to better host the event to students and faculty at the same time.
- EGSS met with Prof. Jensen to discuss ideas about revamping unused spaces including:
 - Students in collaboration with the artist in residence and their museum on wheels to engage students in prototyping ideas for the best use of these spaces.
 - Turning the EGSS basement study room into a mindfulness/wellness space in order to respond to student concerns over mental health.
- The EGSS conference will take place in March; the potential theme is Community Learning.
- There is an emerging need students have expressed for an internal writing group to support students in their academic writing.
 - Prof. Heath mentioned that Prof. Shaw runs a group for ECP that meets have 2nd Friday.
 - Prof. Riches mentioned the workshop "Shut up and write"

- Dean Rassier suggested Chairs bring this topic up at their department meetings.
- EGSS puts out a monthly newsletter on the first of every month and they welcome questions be submitted to EGSS that require student feedback.

EDUS

- EDUS now has a full counsel and all positions have now been filled.
- EDUS is preparing a mid-year report.
- The last Fall EDUS meeting is next week.
- There is a possible student strike against Bill 21 in January. There will be a General assembly in SSMU next week. SSMU approached EDUS a month ago concerning a strike that involves multiple universities. Bill 21 does not only affect Education students and EDUS needs support from other faculties. There will be a vote on the strike.

5) VARIA

- Dean Rassier reminded all academics that they must complete the online McGill Sexual Violence Education Program by February 1 2020. The Dean encouraged everyone to complete the online training as soon as possible.

Meeting adjourned @ 10:30

Faculty of Education
Faculty Council
MINUTES
February 19th, 2020 - 10:00 a.m.
Room 233

Present:

Elected members: Professors Caroline Riches, Tina Montreuil, Benoit Gentil, Tyler Churchward-Venne, Mrs. Nada Abu-Merhy, Ms. Vanessa Gold, Ms. Tatum Arcon, Ms. Marcela Isuster

Non-elected members: Professors Dilson Rassier, Nancy Heath, Alain Breuleux, Dennis Jensen, Jeffrey Derevensky, Julie Côté, Steve Jordan, Ms. Allyson Noftall, Ms. Donna Wilkinson

Regrets: Professors Bronwen Low, Ingrid Sladeczek, Mr. Scott Conrod, Mr. Enoch Leung & Ms. Courtney Murdoch

1) CHAIR'S REMARKS

- The Dean's Excellence Fellowship Fund is a new fund, based on philanthropy money we received last year to support three new Ph.D. students for a three-year period (including McGill Masters students moving forward to Ph.D. 1). Each department will select one new, incoming candidate, based on academic merit and excellence and the Dean's office will validate their selection. Each candidate from each department will receive \$20,000 for the first year and second year and \$15,000 for the third year. There is enough funding for one call for a cohort of three scholarships for a three-year period.

2) ADOPTION OF THE AGENDA OF FEBRUARY 19TH, 2020

Prof. Jordan moved and Vanessa Gold seconded the motion to approve the Agenda.

MOTION CARRIED

3) APPROVAL OF MINUTES OF NOVEMBER 27TH, 2019

Prof. Jordan moved and Prof. Derevensky seconded the motion to approve the Minutes of November 27, 2019

MOTION CARRIED

4) Invited Guests: Leigh Yetter, Interim Executive Director, Analysis, Planning & Budget, Office of the Provost and Vice-Principal (Academic) and Emily Findleton, Senior Human Resources Advisor
[Presentation](#) Introducing Workday – R2R (Recruitment to Retirement) update (30 Minutes)

- The University will replace Banner with Workday. Banner will be retired for the University's HR functions in July. Banner and Minerva will continue to be used for Student Information and Finance systems. Workday will provide more support and digital tools for access to the Academic Life Cycle and access for all employees to their staff profiles, the website offers a more intuitive user interface. Academic Administrators and Core Administrators will have access to data and analytical data providing a strategic function to guide and plan for the academic staff of their units.
- Simona Lupu is an important contact for our Faculty for information about Workday. Simona will be holding a meeting next week with AO's and all heavy users of R2R to provide more information on the Workday system.

- In May/June comprehensive training and a development program will be available to staff to familiarize themselves with Workday followed by the launch in July.
- The Dean encouraged Chairs to familiarize their staff with Workday.

5) CONSULTATIONS & REPORTS

ASSOCIATE DEAN ACADEMIC PROGRAMS

- The Ministry of Education has published its strategic plan for the next 5 years (2019-2023) and it is available in French only on the Ministry website under Publications (<https://www.quebec.ca/gouv/ministere/education/publications/#c11523>).
- The National Institute for Excellence in Education: The Leadership Committee for English Education in Québec (LCEEQ) has been called by the Assistant Deputy Minister Colpitts to start developing an initial proposal for the Institute for the Anglophone community in Quebec. According to Assistant Deputy Minister Stephen Colpitts, the Anglophone Education community should not wait for the Ministry to initiate this project. Prof. Breuleux has participated in an initial set of meetings organized by LCEEQ to start developing a blueprint for what such an Institute would look like. All three Faculties of Educations in Quebec are members of LCEEQ. As researchers and Directors of programs to train teachers, we will have a role to play in shaping this Institute to develop and participate in its orientation. The initial proposal will be presented to the membership of LCEEQ at the annual two-day seminar in April. Following that, there will be a report to Assistant Deputy Minister Colpitts.
- The Bourses Excellences were allocated to students in the Undergraduate Teacher Education programs last December. Prof. Breuleux thanked Daniela Frischer and Yasmine Zein and the ISA office for expediting this process successfully. The number and amounts of bursaries for all Departments and Faculties of Education were based on enrollment figures from 3 years prior. The Analysis, Planning and Budget Office identified a significant discrepancy between figures that the Ministry were using and our own internal figures. The Ministry acknowledged the discrepancy due to the Physical Education B.Ed. being categorized in the Ministry system as an Applied Science program not a Teacher Education program. As a result, we were given a lesser amount than we were entitled to. The Ministry is in the process of giving us the missing amount, but it is yet to be determined if we will have more bursaries this winter or if we will be compensated next year. The Dean clarified that the government allocated us the wrong amount of money of scholarships and fellowships and as per the spending regulations; we only were given 15 to 20 days for distributing those monies. This quick time turnover was not our fault.
- Undergraduate Recruitment Initiative: Enrollment Services and Registrar's Office will be coordinating meetings with ISA for undergraduate programs in late summer/fall timeframe. We will have access to more strategic use of resources to go out to CEGEPSs to attract sufficient numbers and excellent candidates to our undergraduate programs.
- Graduate programs: There is an initiative called *My Path* <https://www.mcgill.ca/mypath/> to provide PHD students with ways to identify their goals and individual development plans and allowing students to reflect on what they want to do in their personal and professional life. There will be workshops, apps and a workbook. Faculty members are encouraged to talk with their Ph.D. students about their life, trajectories and meet with students on academic and non-academic issues. Prof. Heath added that some of her graduate students attended the training for *My Path* and they found it helpful in thinking about different ways to develop skills to work outside of academia.
- Graduate Education Statistics: Prof. Breuleux gave an overview of enrollment data provided by GPS on graduate education statistics <https://www.mcgill.ca/gps/students/graduate-education-statistics> for all graduate programs at McGill. It provides program-level statistics on doctoral student admissions, enrolment, time to degree completion to assist students, GPD, etc. These statistics are available for doctoral programs across all disciplines (Life Sciences, Physical

Sciences, Social Sciences, and Humanities) useful for monitoring our different programs and viewing the metrics of comparable units or programs.

- The 2019 Canadian Graduate and Professional Student Survey data are now available on the Analysis Planning and Budget Office website <https://www.mcgill.ca/apb/analysis/surveys/results/cgpps>. Prof. Breuleux will have the URLs and websites links available on our Faculty website under the Associate Dean Academic Page.

ASSOCIATE DEAN RESEARCH & INNOVATION

- Offering has been restructured and Ana Monteiro is now working with Catherine Essar. Offering provides support to researchers for grant submissions, managing individual and multiple grants and projects. Offering had their first workshop in early February for post award managing of finances led by Catherine Essar and attended by 20 participants from all departments. The Offering website is being developed to support new professors with information to all the key questions and summarized specifically to our Faculty. OSR checklists still have to be completed.
- The Grant Submission Support Fund ran again in the fall and another call will go out for winter/spring. Last year we monitored the success and all but one case led to professors getting their grant. We hope to maintain future calls twice a year in Fall and Winter/Spring.
- Awards for Research Initiatives (ARI): A new initiative began this year where a call went out for any professor or group of professors to collaborate with an idea to foster research activity within the Faculty or a department. Researchers were encouraged to be creative. We received three submissions that were funded to the maximum of \$5000. Another call will be sent out in the near future and we might make this an open call going forward.
- Socio-innovation fund award (SIFA): A call was sent out for researchers for the SIFA which funds a researcher who increases social innovation activities/initiatives in the Faculty, possibly by coordinating applications for MITACS, working to create connections with community partners, etc. MITACS has been used successfully in some faculties to fund PHD students but it takes time and effort. This money can be used, as an example to fund a Research Assistant to build capacity for researchers to submit MITACS, create partnerships with community, or other social innovation activities. To date, we have funded everyone who has made a request.
- Merit Submissions: this year we are asking that C.V.'s be attached to merit submissions. My office wants to be able to be strategic in putting people forward for awards. We are working with the Central Awards Committee to have a strategic plan for the next three years to promote people to apply for certain awards.
Dean Rassier asked Professor Heath if information about the three awards were well communicated to Professors and she confirmed that all Professors were sent an email.
- Prof Heath's office is reaching out to Professors at all levels who would be interested in working with Offering to learn more about working with Foundations and donors to find alternate sources of research funding. This group of interested faculty members will be part of our Faculty Advancement Leaders (FAL) group. We will provide support and training on to help people contribute to advancement. Furthermore, we will be highlighting the potential benefits for faculty in doing this work.
- A network is being created in our four areas of strategic research excellence in the Faculty to network and provide support and guidance on collaborating as a group within the Faculty which may eventually go University wide and potentially across Canada and internationally. OSR has agreed to assist with finding research opportunities across the University.
- Again this year, Offering will be seeking feedback in the spring so that we can improve our support going forward.

ASSOCIATE DEAN INFRASTRUCTURE

- The Francis Chan Learning Commons Project on the first floor is ramping up for construction
- The Science Laboratory Project on the third floor is in the advanced stages of planning. Both projects still have to go out for tender but construction may start hopefully before the end of the summer.
- The Envelope, which is the basin and the landscaping around the building, is ongoing.
- Timelines will be communicated to the Faculty through the Building Newsletter produced by Degane Sougal and Vanessa Bridgman. There will be individual communications with the Chairs and Researchers as necessary. These big projects will enhance our infrastructure, teaching and labs but they do come with some inconveniences, such as jack hammering. People will need to be moved and offices will be affected by the noise. As we get more details, we will communicate the information with the appropriate parties and we will work to minimize the burden and distraction.

LIAISON LIBRARIAN AND COORDINATOR

- The budget year is closing, requests for any last minute books or supplies should be sent to Marcela, or, if you are in ECP, please send your request to Emily Kingsland. Books can still be purchased after the budget year closes; but we want to make the best use of the money we have now.
- E-scholarships the institution repository has moved to a new home. The system is now improved and easier to navigate.
- If you have any Tri-Council or FRSQ grants that have an open access obligation, depositing your articles in eScholarship fulfills that requirement. You can find information on how to submit your work here: <https://www.mcgill.ca/library/find/escholarship/submit>
- We will be moving onto a shared catalogue platform with all the other universities in Quebec. There will not be any major differences as we have already migrated to this system but loan periods will change resulting in renewals that are more frequent. More communications to follow.

EGSS

- The EGSS conference takes place on March 19 and 20th. EGSS hosted some successful pre-conference workshops, such as poster design and presentation skills, for students who are going to participate in the annual EGSS Conference. The workshops were open to all and several people from other faculties attended. The conference committee is looking for student volunteers. We would like to ask you to encourage student participation and attendance in the conference.
- On March 19th, we are holding another Meet and Greet, as we did last semester. We are trying a new system with a signup sheet that will be sent out this week.
- EGSS is hosting a community art project to facilitate conversation. It will be a product of the conference, where 10 or more people will paint a part of a larger painting, and we put it all together for one big image. All our welcome.
- In April, we would like to collaborate with the Faculty to send out a survey on graduate student experiences. We want to develop the survey over the next month and to share it with Department Chairs and other members of the Faculty for feedback. EGSS wants to create an anonymous Google form for the Chairs to circulate to Faculty to suggest questions for the survey. The Dean approved this request.

- EGSS funded 20 students with travel awards that have been announced and distributed this term. The EGSS system for funding travel applications is working well. EGSS has five applications for Student initiatives that will be part of other conferences.

EDUS

- The Education Career Fair took place on Monday, February 17th, 2020 with a new set-up. We had Journey's End/Journeys Start first and then the career fair in the afternoon. This year, EDUS informed the fourth year students that we were offering lunch and we had a great turnout. There were many different employment opportunities available.
- McGill 24. Tatum Arcon has met with Lillian Oniyda and will meet again with Rayna Goldman. EGSS are considering having an event called Donuts for Donors with a table set up in the lobby with laptops to encourage students and staff to come and donate.
- EDUS wanted to bring to Faculty Council's attention, an article published in The McGill Daily. The article was sent to EDUS and written by a Faculty of Education student who has Asperger's and claimed they were discriminated against by the Faculty, the Office of Internships and Student Affairs (ISA) and the Department of Integrated Studies in Education (DISE). They felt isolated and alone in classes, discriminated against by their teachers and they often felt singled out because of their behavior. EDUS offered to send the article to Faculty Council members to which the Dean replied that would not be necessary, as the article is public. EDUS inquired if there had been a response from DISE or ISA and will there be any plan or action to change approaches with how DISE and ISA interact with people with different needs. The Dean stated that a response has been sent to the McGill Daily, and everyone will have access to the response when it is published. The Dean was not certain when that would be but most likely the next issue of the McGill Daily. The Faculty does not agree with most of the comments that were made there and we do not believe that they reflect what the ISA Office does. It would not be professional to respond to the article at Faculty Council except to say that we do not agree that those issues that were raised in the article are systemic, nor do they necessarily reflect the reality of what happened. In terms of actions, our evaluation is that the ISA Office does not treat students with disrespect and does not promote inequality. If there was even one problem as described in the article, it would be one problem too many. The Dean encouraged EGSS to share the response when it is published in the McGill Daily.

6) VARIA

The meeting adjourned at 11:30 a.m.

**Faculty of Education
Faculty Council
MINUTES
May 13th, 2020 - 10:00 a.m.
Zoom**

Present:

Elected members: Professors Caroline Riches, Bronwen Low, Ingrid Sladeczek, Tina Montreuil, Benoit Gentil, Tyler Churchward-Venne, Mrs. Nada Abu-Merhy, Ms. Vanessa Gold, Ms. Courtney Murdoch, Ms. Marcela Isuster, Mr. Scott Conrod

Non-elected members: Professors Dilson Rassier, Nancy Heath, Alain Breuleux, Dennis Jensen, Victoria Talwar, Julie Côté, Steve Jordan, Ms. Allyson Noftall, Ms. Donna Wilkinson

Regrets: Mr. Enoch Leung

1) CHAIR'S REMARKS

- The Dean advised the Council that if time permits at the end of Faculty Council during the VARIA portion, COVID-19 questions could be discussed but that most questions should be raised and addressed in the Faculty of Education Town Halls. There will be another Town Hall in the next few weeks.

2) ADOPTION OF THE AGENDA OF MAY 13TH, 2020

Vanessa Gold moved and Prof. Low seconded the motion to approve the Agenda.

MOTION CARRIED

3) APPROVAL OF MINUTES OF FEBRUARY 19TH, 2020

Prof. Talwar moved and Prof. Montreuil seconded the motion to approve the Minutes of November 27, 2019

MOTION CARRIED

4) Invited Guests: Ms. Natasha Sawh, Director of Grants and Fellowships for the McCall MacBain Foundation

[Presentation](#) – McCall MacBain Scholarships

Ms. Shaw provided a more detailed view of the scholarships which were announced approximately one year ago to McGill graduate students, and in particular, masters students.

McCall MacBain Foundation is working with universities across the country and Ms. Shaw talked about the university endorsement process.

The Dean advised everyone that this was a great opportunity for any student who has any leadership capacity and encouraged Faculty to direct their enquiries to [Ms. Shaw](#) directly or through [Offering](#), who will be organizing this scholarship at the Faculty level.

Further questions can also be sent to [McCall MacBain Scholars](#)

5) [Motion](#) regarding Approval for the New Graduate Certificate in Foundations of Health Sciences Education – Joint Program – Education (ECP) and Medicine (IHSE) (15 credits) (Appendix 130520M1) (18 Credits)

Prof. Saroyan gave a brief introduction on the reasoning of the motion. The Graduate Certificate in Foundations of Health Sciences Education is a self-funded program as opposed to a regular academic program and it is developed in a blended learning format consisting of stackable

certificates that will lead to a Masters degree. It is a joint program between the Faculty of Education and the Faculty of Medicine. The target population are practising health professionals and basic scientists, both local and international, who cannot take time off to do an academic program. The anticipated enrollment is 15 in year 1; 20 in year 2; and 25 in year 3. One of the key aspects of this program is that because it's a stackable program, it could be possible to have new certificates with other modules offered that would be of interest to different group of professionals.

The motion was voted on and the result was unanimously In Favor, 0 Against and 0 Abstentions

MOTION CARRIED

6) CONSULTATIONS & REPORTS

ASSOCIATE DEAN ACADEMIC PROGRAMS

- Fall 2020 enrolment & admissions. Confirmations of acceptance are actively being monitored in undergraduate and graduate programs, and we are taking part in planning with the campus-wide *Working Group on enrolment and admissions*. It is still early to conclude, but confirmation rates are slightly lower than last year at the same time or under targets in UG and some doctoral programs in particular, which is understandable given the uncertainties around travel and course delivery. GPDs are encouraged to examine the possibility of making additional offers to valuable candidates and to maintain contact with candidates who have been offered admission.
- Fall 2020 course delivery. The Provost's Office has created a remote delivery task force assigning *TLS Faculty Leads* to be the point person in each Faculty to support instructors. The Lead for our Faculty is Dr. Laura Winer assisted by Dr. Leigh Korey as co-lead. Additionally, in coordination with Department Chairs we have identified faculty members and instructors having special expertise in designing and delivering courses with remote tools and methods to work with TLS Faculty Leads and support course instructors and T.As. As part of the *Working Group on enrolment and admissions*, we have reviewed all Fall 2020 courses in terms of their likelihood of being delivered remotely, identifying courses that could benefit from further enhancement, and courses that present particular challenges. Field experiences in schools, clinical in-person assessment have been identified as challenges; and the Faculty working group will work with program directors and course instructors to develop solutions.
- Bourses d'excellence for undergraduates in teacher education. As reported in the previous Faculty Council, the amount allocated to our Faculty has been revised and we will receive for the upcoming academic year an adjusted yearly amount plus a compensation for the missing amount for this current year.
- In response to a question about the possibility of delivering portions of certain courses remotely as well as in person; the Dean and Prof. Breuleux reiterated that after a meeting with the Deans and the Provost, all courses would be delivered remotely. The University wants to leave open the possibility of small course activities or courses with low enrollment being delivered on campus, providing it is in a safe environment and meets the government health regulations such as social distancing.
- EDUS enquired about the progress and deadline of fall offers of admissions. Prof. Breuleux responded that there is no specific deadline to receive an offer of admission it is an ongoing process with enrollment services. Applicants waiting for responses should contact Enrollment Services directly.

ASSOCIATE DEAN RESEARCH & INNOVATION

- The Office of the Associate Dean Research & Innovation continues with many of its initiatives, although some are on hold.
- Grant Submission Support Fund (GSSF): The call for spring went out but only given to those projects that could be done remotely. It is uncertain if another GSSF will be done in the fall, it will depend on the budget
- Faculty Advancement Leaders (FAL): Recruiting interested faculty members to work with foundations and donors generated substantial interest, with representation from every department. This will move forward in the fall.
- Strategic Areas of Research Networking: There are researchers in our areas and two new ones suggested by researchers, the process will begin in the fall if researchers indicate a continued interest in doing so.
- Social Innovation Fund Award (SIFA): The funds were negotiated from central and have been received. We will proceed and we continue to reach out to people for submissions. Permission was received a few weeks ago to allow the awards (5K) to be given to individual professors (previously it was to groups)
- Award for Research Initiatives (ARI): This was funded by the faculty and due to budget uncertainty is on hold.
- Offering update/changes: Offering continues to be refined, we now have combined all communications into a weekly newsletter. The website continues to be improved. Workshops began in the fall are now adapted into infographics for the website (workshops will again start again in the fall).
- Mentoring of early career: The mentoring activities have been paused until the fall as the Dean has had a lot of communication with early career and others, however, there will be Fall mentoring meetings as usual. Mentoring workshops will occur with Offering at that time as well.
- COVID-19 Research activities. We have been trying to highlight COVID-19 research opportunities with special COVID-19 opportunity research call alerts. We have received a very high submission rate for these calls; other grant information and updates have been shared by OSR directly.

ASSOCIATE DEAN INFRASTRUCTURE

- Progressive research ramp up: a decision has been made to see how other buildings open up, the policies and procedures that they implement, and to take advantage of the lessons learned from the other Faculties, Deans and Departments when considering the policies and procedures to implement in each of our departments and Faculty.
- Construction projects: At a TLS meeting yesterday there is a concerted effort to try and advance construction projects as quickly as possible such as the STEM Teaching Laboratory project; the Francis Chan Education Learning Commons Project and The Envelope project.

LIAISON LIBRARIAN AND COORDINATOR

- The library is awaiting Government and University directives regarding the reopening of its branches. In the meantime, services continue to be offered online.
- Chat reference is available Monday-Friday 10am-6pm and Saturday 12-5pm. Students and faculty are also welcome to reach out to their librarian via email and/or schedule online consultations.
- Workshops have transitioned online; we have an upcoming workshop on Friday 15/5 with 45 people signed up. We are also available for in-class workshops upon request.
- The print collection remains inaccessible. However, many publishers have made parts of their collections available online. You can find information on that here: <https://www.mcgill.ca/library/covid-19-open-resources>.

- A large portion of our print collection is available on HathiTrust as long as we own the same edition as the one in the platform. We have as many licenses as we have print copies in the library and books can be checked out for an hour (possibility of renewal). We are working to have direct links in the library catalogue but in the meantime, if the link is not there check HathiTrust as well. More information: <https://www.mcgill.ca/library/channels/news/access-millions-items-mcgills-print-collection-through-new-hathitrust-emergency-service-321981>
- The Internet Archive suspended waitlists for 1.4 million (and growing) books which are now available in the [National Emergency Library](#).
- We are focusing our collection efforts on materials needed for teaching but you can still send requests to Marcela Isuster (DISE, KPE) or Emily Kingsland (ECP).

EGSS

- Four fellowships will be announced on Friday
- EGSS is developing socialization themed workshops and looking into other ways they can support students in the fall. Prof. Heath announced that she has been asked to serve on a Student Engagement Course group centrally on resilience building for Student Services and overall student outreach. Prof. Heath will update EGSS after the next meeting what organizations to link too.
- EGSS travel grants: Anyone who was funded in the last rotation of funding will continue to be funded and left over monies will be rolled over into the summer.

EDUS

- New EDUS Council has taken over as of May 1st. The only position open is VP academic, which is temporarily being filled by Courtney Murdoch, EDUS President.
- EDUS acknowledged appreciation for the DISE newsletter.
- EDUS would like to request building access to retrieve material in their office that EDUS Council requires to continue their roles over the summer. The Dean responded that requests must be arranged by emailing Prof. Jensen, AD Infrastructure. Currently, requests are only being considered on an emergency basis as our buildings are still closed. There are specific guidelines to follow and a safe passage letter has to be secured. And then in consultation with the Dean, they will assess the need and the urgency and a decision will be made as to when and if access will be permitted.

7) VARIA

Discussion: Teaching on Zoom in the fall.

- Faculty were advised that support is available for every instructor to adapt their courses to zoom and learn the technology.
- Remote delivery does not mean that every course must be a 3 hour zoom session. It means that the content must be delivered and that the students must receive the required hours scheduled throughout the semester. Discussions are still ongoing.
- Instructors will have to respect the times they are given for their courses but they may elect to give the students assignments or videos to watch on their own time. Instructors should be as flexible as possible but within a pre-determined schedule.
- In regards to Faculty members expected to be on campus, as of now, the only professors or researchers who are permitted on campus are those who have research to conduct. Currently,

there is no obligation or expectation that instructors or professors should be on campus this summer or fall. The situation may change if the government opens campus, at which point, protocols will be in place and the buildings will be safe. Professors should be available in case they are required to be on campus in fall.

Question from Dr. Tina Montreuil:

Regarding clinical courses; counselling can be done by tele-therapy but assessment courses will require certain accommodations in regards to meeting in-person for assessment and training purposes as part of the clinical services being offered at the clinic. What will be the steps to determine priority and to establish limited access to campus to conduct assessments?

The Dean responded that priority will be established in consultations with the Chairs and Program Directors and their recommendations made to the Dean's office. Access to the buildings will only be considered for courses that are absolutely essential to take place on campus. The Dean's office will overview to ensure that this does not create an overflow of people in the building; that social distancing rules are maintained and that the protocols put in place for a safe work environment are followed.

The meeting adjourned at 11:35 a.m.