
Faculty of Education
Faculty Council
MINUTES
October 7th, 2020
10:00 a.m. to noon
Zoom

Present:

Elected members: Professors Caroline Riches, Bronwen Low, Ingrid Sladeczek, Tina Montreuil, Benoit Gentil, Tyler Churchward-Venne, Mrs. Nada Abu-Merhy, Mrs. Donna Wilkinson, Ms. Vanessa Gold, Ms. Chloe Adoutte, Ms. Mu Rong, Yang, Ms. Marcela Isuster, Mr. Stephen Peters

Non-elected members: Professors Dilson Rassier, Nancy Heath, Alain Breuleux, Marta Kobiela, Victoria Talwar, Julie Côté, Steve Jordan, Ms. Allyson Noftall

Regrets: Mr. Enoch Leung

1) CHAIR'S REMARKS

Dean Rassier gave an update on COVID-19:

- The Faculty is establishing a communication process that is as clear and direct as possible in this evolving situation. We follow up on University Communications with information at the Faculty level to address situations specific to our Faculty without going against the principles of the Health authorities of Quebec and the EOC.
- The Dean has had ongoing meetings since the beginning of the pandemic with Department Chairs, Associate Deans, the Communications Office and Human Resources several times a week; as well as the University Senior Administrative Group including the Provost and the EOC
- As of October 6th, we are now in the Red Zone in Montreal and we received new directives to ensure a safe environment for anyone who needs to work in the Faculty. The majority of courses are now being delivered remotely except for a limited number of courses with a component deemed essential to be taught face-to-face by Program Directors, Chairs and Instructors. Courses that fall in this category may also be reviewed based on future Red Zone restrictions.
- As of October 8th, all research with human subjects on campus must stop with the exception of research in a hospital setting or Orange Zones.
- The building is still open but individuals who wish to work in the Faculty must resubmit their individual requests. Small group activities will be stopped completely.
- Winter teaching activities and research on campus: Prof. Breuleux is part of an Academic Group that is planning two or three scenarios for teaching on campus this winter consisting of tier 1 courses that are deemed essential to be taught face to face; tier 2 courses that are essential to a program but can be taught remotely and so on. Research on campus this winter is being reviewed on an ongoing basis.

Dean Rassier gave an update on anti-racism – McGill plans and the role the Faculty will play:

- On September 30th, Principal Fortier announced the University's action plan to address anti-black racism. Provost Christopher Manfredi, consulted with the Deans and with key members of McGill's Black community, including the Black Students' Network, the Dr. Kenneth Melville McGill Black Faculty Caucus, the McGill Black Alumni Association, and the Subcommittee on

Racialized and Ethnic Persons. The resulting Action Plan outlines the University's commitment to an initial five years of concrete measures that will enhance equity and inclusiveness for Black students, faculty, and staff. Approximately \$15 million has been allocated to the implementation of the plan. More information about the Action Plan to Address Anti-Black Racism can be found [here](#)

Dean Rassier gave an update on the informal EDI committee:

- The Faculty Equity and Diversity Ad Hoc Committee in the past met twice a year and consisted of a representative from each department, EDUS, EGSS and the Admin & Support staff to bring issues to the committee. It was a conversation with no agenda or minutes. We will now be forming a formal committee at the Faculty level. The EDI committee will report to the Dean's office. The composition is still to be decided based on input from different groups. There is currently no specific mandate yet but the Dean will work with Prof. Campbell's office, Associate Provost, Equity and Academic Policies, so that the committee is aligned with the action plan from the Provost's office. Consultations will begin in the Faculty in the next few weeks. The Dean may present the guidelines for the committee at the next Faculty Council.

Dean Rassier informed Faculty Council that the Dean's office had received a letter from EDUS with calls for action on the anti-racism issue and a meeting has been set up with EDUS.

2) ADOPTION OF THE AGENDA OF OCTOBER 7TH, 2020

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

MOTION CARRIED

3) APPROVAL OF MINUTES OF MAY 13TH, 2020

Prof. Jordan moved and Prof. Sladeczek seconded the motion to approve the Minutes of May 13th, 2020.

MOTION CARRIED

4) [Question](#) regarding guidelines for merit assessment that explicitly reduce or eliminate incentives for professional travel associated with research, teaching and service activities (Appendix 071020Q1)

Dean Rassier addressed the question submitted by Prof. Bronwen Low. The Faculty does not put incentive on any air travel for tenure or merit evaluation or reappointment. Evaluations are based on research, teaching and services which is aligned with the McGill guidelines.

Prof. Heath suggested it might be helpful for the ADRI office through Offering to offer some workshops and information on how to increase international engagement and leadership while respecting the climate issues and restricting travel. Early career professors can benefit from learning ways that are recognized and acknowledged in terms of international promotion. It is possible to decrease the carbon footprint while growing our internal reputation.

5) CONSULTATIONS & REPORTS

ASSOCIATE DEAN ACADEMIC PROGRAMS

- Fall 2020 enrolment & admissions. Overall, as of today, we are exceeding our targets by about 20 students (320 vs 299 last year). PhD registrations are very stable. Graduate certificates are on the rise: 59 versus 29 last year, mainly due to the success of the new Grad. Cert 3 in Educational Leadership. MA enrollment slightly down (208 versus 220).
- Strategies in place by ISA to face major challenges with placement of students in the B.Ed. and MATL programs.
- Discussion sessions scheduled with students on Fall 2020 experiences with remote learning. EDUS asked to clarify if these discussions were the same as the TLS forums and if TLS was sharing their feedback from these forums with the Faculty of Education. The Dean responded that the Faculty of Education discussions were initiated based on a request by the Provost for student feedback on remote learning to improve the experience. Prof. Breuleux will reach out to TLS for an update on their forums.
- Winter 2021 academic planning and operations. Teaching activities are expected to be conducted remotely with exceptions only for course activities deemed essential, that is for which there is no way to achieve the course/program learning outcomes without in-person presence on campus.
- Bourses d'excellence for student teachers and FE4. Funding has been confirmed for both, and processing is underway. Over 300 bursaries are expected to be distributed for a total of \$1.8M. A request was made for departments to be provided with a list of students who received a bourses d'excellence so that they may be congratulated. Prof. Breuleux will look into this.
- Reminder about myPath for Graduate Students, as a potential resource for doctoral students in this difficult time: a network of tools and programs that provide PhD students with ways to identify their goals and to create an Individual Development Plan (IDP). Graduate Program Directors are advised to look into my Path and recommend it to their doctoral students.
- An update was requested on the McCall MacBain Scholarship. The recommendations are due Friday, October 9th 2020.

ASSOCIATE DEAN RESEARCH & INNOVATION

- Research Resumption/Ramp Down Safety: We are working together with Prof. Kobiela, AD Infrastructure and the Committee on Research Resumption to support research resumption and ramp down as needed according to directives.
- New Initiative Offering Q & A: A new Q & A has been instituted every Wednesday afternoon with Offering. Some times we have topics, other times it is just a virtual drop in for researchers. Researchers should be encouraged to watch and attend.
- Research Participant Recruitment: We are working on finding ways for graduate students and faculty to recruit participants online. Currently, researchers or graduate students can share their project that they are seeking recruit for with Offering (Ana Monteiro) and it will be posted on our Faculty of Education website. The information needs to be a single title or the project with a link to find more information. Graduate students interested in having their work featured must complete an application to confirm and show proof that they have Ethics Approval to recruit online (the REB approval number). If researchers were recruiting with flyers

and they are now recruiting online, they require an amendment. Prof. Heath is going to follow up to see if information can be shared with the EDUS newsletter. Any other suggestions would be appreciated.

- ADRI/Offering Business as Usual: Pre-tenure mentoring will occur as usual with our fall meetings in November, continued support around grant and award supports; the first meeting was held to develop faculty strategic research collaborations and plan to continue; the first Faculty Advancement Leaders meeting is about to take place to prepare faculty to participate actively with advancement fundraising activities.

ASSOCIATE DEAN INFRASTRUCTURE

Updates on Construction Projects:

- Construction for the **Francis Chan Learning Commons Project** on the first floor is scheduled to begin this fall.
- The **Science Laboratory Project** on the third floor is nearing tender. The lab has been cleared out (with movers moving the final items today) and construction is set to begin in the fall.
- The **Envelope**, which is the basin and the landscaping around the building, is ongoing.

Updates on COVID Building Access:

- This summer, the Education buildings were first opened up for item retrieval, followed by small scale activities, and followed by research resumption. Initially, access was restricted to cases where the individual provided justification for why the activity could not be conducted efficiently at home.
- In mid-August, the university began asking 25-30% of non-academic student-facing staff to return to campus. All units, in coordination with the Dean's office, established rotating schedules for their staff. Student-facing staff without a medical exemption returned to work in early September. In addition, faculty and students were allowed to request access for small scale activities for groups and without justification for why the activity could not be done efficiently at home. The AV Center opened back up in early September, as well.
- In mid-August, we also learned that the Education building was designated a Teaching Hub, with 8 classrooms designated as teaching classrooms on 5 of the floors. Rooms were also designated as waiting areas for students and as self-isolation rooms for both staff and students. The EOC also permitted us to have face-to-face courses in the Currie Gym. Faculty were asked to survey their students for interest in attending face-to-face courses. In the end, based on student interest, only 1 course in ECP, 2 courses in DISE, and 3 courses in KPE proceeded with some face-to-face courses.
- In late September, the city of Montreal moved to "Orange alert," followed by a "Red alert" one week after. Red alert will be in effect until October 28, 2020. While in Red alert, the following restrictions are in place:
 - Staff, faculty and students should only come to campus in cases when the work cannot be conducted efficiently from home. Student advising will continue to be done remotely.
 - All existing **small-scale activities** after October 8 are suspended. Individuals must re-apply for small-scale activities.
 - On-campus research activities that **do not involve human participants** may continue on campus, provided that: (a) the activities cannot be carried out efficiently remotely and (b) the research has Faculty approval.
 - **Data collection involving human participants** will not be permitted in any location deemed in the Red Zone, *except* for research taking place in a hospital setting. Note that this limitation will be re-evaluated as the COVID situation evolves and exceptions may be made at a future date.

- Instructors were only permitted to continue **face-to-face teaching** in cases in which the face-to-face component was absolutely necessary. This left only one face-to-face course in the Faculty (in ECP).
- **Audio-visual equipment loans** will continue to remain open, although with reduced hours.

LIAISON LIBRARIAN AND COORDINATOR

Changes in support:

- For all DISE library sessions and consultations contact [Sharon Rankin](#) (Marcela Isuster is still the contact for Ph.D. students)
- Emily Kingsland who serves ECP is currently on leave. For any type of request please email hssl.library@mcgill.ca
- KPE should still contact [Marcela Isuster](#)

Pick Up service:

- Education Curriculum Resources Centre's collection is now available through our pick-up service. The service is only available for Regular Loans books.

McGill Collection Management Facility:

- A significant portion of the Library's low use collection will be relocated off campus to a dedicated collection storage facility. This relocation will increase the available study and work space for the McGill community. The following books will go:
 - Materials not loaned for previous 5 years
 - Materials not used in the library for the last 5 years
 - The exception will be if it less than 10 years old
 - Bound journals
- Lists of books that fit the above criteria will be soon posted for Faculty review.
- [Link](#) for library workshops
- [Link](#) for systematic review videos

EGSS

- EGSS has three new elected representatives Azadeh Javaherpour (President), Nikasha Tangirala (VP Equity & Diversity), and Marta Cotrim Gerin de Moraes (PGSS Rep) who will be transitioning into new roles this month.
- We are only prioritizing what we offer based on what can be feasibly done because the EGSS council is small.
- Our upcoming Travel awards and student initiative awards are on track. The new council is still adapting the travel awards application to suit remote contexts but students can apply by answering the questions on the application as best as possible. This award may be used to cover conference fee costs. Deadline to apply for Travel Awards is November 1st, and the deadline for Student Initiatives is November 15th.
- The EGSS conference will be online this year, hosted by an outside host. Deadlines for the EGSS conference will be in December.
- Students are concerned about workday and not being paid. Employees are having trouble logging on, solutions provided are ineffective, students want to know about the demographics affected by workday - is it primarily students?

Dean Rassier informed EGSS that the Faculty has formed a committee to deal with Workday problems and issues that provides feedback directly to the Provost office.

EDUS

- EGSS elections will take place shortly
- Focus has shifted to communicating students concerns and questions with offices such as ISA and sharing the information back to the students in a timely manner. EDUS is looking for new ways of communicating with students including sharing information on their website and social media.
- Prof. Heath enquired if EDUS would consider sharing videos on their website about why undergrads would consider a graduate degree, a subject usually discussed in undergraduate classes which are now being taught remotely. EDUS was in favor.

6) VARIA

- The Dean announced the partnership of the McGill University's Faculty of Education and the Trafalgar School for Girls CoLab. A first of its kind in Canada, the CoLab will integrate teacher training, classroom practice and cutting-edge pedagogical research under one roof.
- OFNIE is now starting a third Bachelor's degree delivered entirely in the Cree communities. OFNIE activities have been challenging with the COVID-19 situation but almost everything is working now.
- For follow up:
 - formalize an EDI committee in the faculty and have a motion or vote to approve the guidelines at Faculty Council. We will also consult with the Provost Office when we can receive funds for activities for this committee.
 - Prof. Heath to look into next steps on mentoring or guidelines on decreasing unnecessary travel

The meeting adjourned at 11:26 a.m.

Faculty of Education
Faculty Council
MINUTES
November 25th, 2020 – 10:00 a.m.
Zoom

Present:

Elected members: Professors Caroline Riches, Bronwen Low, Ingrid Sladeczek, Tina Montreuil, Benoit Gentil, Tyler Churchward-Venne, Ms. Marcela Isuster, Ms. Donna Wilkinson, Ms. Azadeh Javaherpour, Ms. Chloe Adoutte, Ms. Mu Rong Yang

Non-elected members: Professors Nancy Heath, Alain Breuleux, Marta Kobiela, Victoria Talwar, Julie Côté, Ms. Allyson Noftall

Regrets: Mr. Stephen Peters, Mr. Enoch Leung & Ms. Nada Abu-Merhy

1) CHAIR'S REMARKS

- In the winter term, most courses will continue to be delivered remotely. The Faculty is trying to organize some face-to-face activities on campus which require approval of the EOC, providing the Provincial Health Directives allow such activities. Montreal continues to be in the Red Zone.
- The Faculty has prepared a schedule for the return of Admin and support staff on a rotational basis for Winter 2021
- McGill has not yet decided on extending the Holiday Break. There have been discussions at Senate and the Principal's Office and the EOC have been in contact with various unions. More news may be announced in the next week(s)
- The Faculty has disbursed approximately \$1.8 million received from the Provincial Government for students registered in B.Ed. programs. The Dean's office created and allocated some Excellence Scholarships for Ph.D students in some departments.
- A new B.Ed. program will be created in the Cree Community similar to the programs in Kahnawà:ke and the Listuguj community
- The Faculty is working to establish the EDI Committee. The Faculty will be investing revenues for initiatives for the Committee and at the department level.
- The Faculty has been working with EDUS, EGSS and the Student Aid office to offer financial support to Faculty of Education students to help them deal with challenges faced due to COVID-19.
- An announcement will be made soon about a donation from the Molson Foundation for the Co-Lab with Trafalgar.
- A question was raised if any of the funding received for Faculty of Education students could be used for targeted recruitment from under-represented populations in Education. Prof. Breuleux responded that the bursaries are allocated based on academic merit for first year students based on their CEGEP R-Score. In Year 2 all students (Canadian and International) are eligible for the bursaries because they are ranked on their CGPA score. Some bursaries are reserved for Indigenous students in OFNIE programs and other targeted candidates. There are discussions with the Ministry to allow use of these monies for recruitment purposes and for students to maintain their bursaries from year to year based on their academic standing as exists in other Faculties.

2) ADOPTION OF THE AGENDA OF NOVEMBER 25TH, 2020

Prof. Alain Breuleux moved and Prof. Bronwen Low seconded the motion to approve the Agenda.

MOTION CARRIED

3) APPROVAL OF MINUTES OF OCTOBER 7TH, 2020

Prof. Ingrid Sladeczek moved and Prof. Bronwen Low seconded the motion to approve the Minutes of October 7th, 2020

MOTION CARRIED

4) CONSULTATIONS & REPORTS

ASSOCIATE DEAN ACADEMIC PROGRAMS

- Fall 2020 internships. ISA has been able to provide around 450 placements for the B.Ed. and MATL programs. Congratulations to Prof. Star and the ISA team.
- Remote learning assistance has been providing useful support to instructors and Faculty members and will continue to do so in the winter to provide support to course instructors and Faculty members teaching remotely on zoom. This support is Technical not pedagogical.
- Winter 2021 planning for in-person on-campus teaching activities is progressing. Essential courses and course components are being planned. Thanks to Prof. Kobiela, Degane Sougal and Vanessa Bridgman for their diligent and competent work to ensure safe infrastructure conditions.
- The Faculty is processing the allocation of bursaries for students in the teacher preparation programs.
- EETC Exams. Due to COVID-19 challenges with offering the exam, accommodations are provided to students to do their FE 3 before successfully completing the EETC. We are working on sustainable solutions in collaboration with the Office of Student Life and Learning and Associate Provost Chris Buddle.
- Minor Program revisions to the B.Ed. and Certificate FNIE and the Certificate in B.Ed. Kindergarten/Elementary Pédagogie de l'Immersion Française (PIF) were processed in November at APC
- Ministry of Education updates:
 - The revised teacher competencies are expected to be published before the end of December. A working group in the Faculty is preparing to engage in a process of program adaptation that will involve a majority of faculty members and course instructors teaching in the B.Ed. and MATL programs. Activities are planned for the spring.
 - The ministry is engaging in consultation process on the new English Second Language program for elementary students, Ethics and Religious Culture, and Sex Education. The A.D. Academic programs will communicate with DISE to ensure they are represented on these consultation processes.
 - There is ongoing discussions with the Assistant Deputy Minister Stephen Colpitts, with representation from the school boards, and representation from the three English-speaking Faculties of Education on key issues including teacher shortage, EETC.
- Associate Dean Breuleux responded to a question regarding who will be the KPE RLA's for the winter term. To Prof. Breuleux's knowledge it will be the same individuals as in the fall.

ASSOCIATE DEAN RESEARCH & INNOVATION

- Research involving human participants is still on hold, if the Red Zone restrictions continue into January, researchers will be surveyed to find out how they are coping, with the plan of advocating more for some limited safe HP research activities. The Chairs will be asked to encourage all Faculty members to complete the survey.
- Pre-tenure mentoring continued this fall with the Dean.
- We have organized the strategic research excellence networks which aim to increase collaboration in the areas of research excellence in the faculty. The groups have met once and most are continuing to meet with Offering support.
- We have had our first Faculty Advance Leaders and continue to provide information to the group about participating in advancement/development activities and working with industries or Foundations together with the Faculty's Advancement Office. The second meeting has been delayed until January.
- We have had the James McGill and William Dawson Scholar nomination call and review- and received an excellent number of submissions and very strong applicants.
- Offering continues to offer regular Informational Sessions and drop in periods. Drop-in periods without a topic were not being accessed, so have stopped, whereas the info sessions continue. A variety of topics were covered including: project finance management; how to do research ramp up (prior to red zone); tips for in-kind contribution; how to decrease the carbon footprint and build your international reputation; and Awards guidelines. Suggestions for other sessions are welcome. Materials from these sessions are made available through Offering and will soon be on the Faculty website
- We have been working with Andee Shuster to develop and support the Faculty website that focuses on research.
- Innovation update for project funding and activities. The REST (Regulating Emotions and Stress for pre-service Teachers) program is a 6 hour required program. We will receive funding from the Rossy Foundation to digitize this program and share it across the country. It's currently available in other Canadian Universities and the Education University in Hong Kong is interested in potentially adapting it for use in Asia.
- Talk Today is a program for elite athletes in collaboration with the Canadian Mental Health Association and Kinesiology that talks about suicide prevention and mental health help seeking to elite hockey players.
- An Education for Mental Health resilience program is being developed in Asia and also more locally for disadvantaged youth that will involve all of our departments in terms of providing support around educational remediation giving voice and using innovation digital technologies to empower disadvantaged youth. Proposals are now being accepted.
- The issue was raised about the challenges Junior Faculty members in Kinesiology are facing due to the restrictions with conducting human research. Prof. Heath assured everyone that this is a priority that will be raised down the hill in January and that Prof. Cote has been a strong advocate for Kinesiology.

ASSOCIATE DEAN INFRASTRUCTURE

Updates on Construction Projects:

- Construction for the Francis Chan Learning Commons Project on the first floor has begun.
- The Science Laboratory Project on the third floor is has begun.
- The Envelope, which is the basin and the landscaping around the building, is ongoing.

- Renovations to 203 and 230 are scheduled to start November 26 and be completed in January. The renovations to 203 will include a projector system. In 230, the renovations will help to fix the existing audiovisual equipment for web conferencing.

Updates on COVID Building Access:

- The Faculty will continue with the same restrictions to building access while Montreal remains in Red Zone, until January 11, unless we hear otherwise from the university.
- We are currently preparing on infrastructure needs for the Winter 2021 courses, including:
 - Determining instructor technology needs for face-to-face teaching
 - Looking into purchasing equipment for remote teaching for check out
 - Coordinating on the room assignments for the face-to-face teaching

LIAISON LIBRARIAN AND COORDINATOR

- Emily Kingsland is back. Library support for the faculty is now as follows:
 - ECP: Emily Kingsland
 - DISE (except for PhD): Sharon Rankin
 - DISE PhD: Marcela Isuster
 - KPE: Marcela Isuster
- The bookstore is no longer doing course packs. The library is now taking over. However, they would not look like a traditional course pack. Requests must be submitted here: <https://www.mcgill.ca/library/services/teaching/course-reserves/request>
- Please make request for next semester as soon as possible because the Library is working with skeleton crews in the building to scan etc.

EGSS

- EGSS held their general assembly On October 29th 2020. At this meeting the budget, the awards, and year plan were approved. On-going surveys and the issues related to students' experiences from 2019-2020 school year were also discussed.
- The Travel award was modified to reflect remote circumstances and its name changed to Professional/Research Development Award (thesis and non-thesis students were included in this award). Merit based increased from 3 into 4 students & Need-Based increased from 2 into 3 students
- An emergency financial assistance due to Covid-19 was developed, and its rubric will be finalized this week (November 29th) in order to be able to announce to students (The budget for this award has been increased thanks to a contribution from the Dean's office.)
- Students Initiative award will stay the same as last year
- The EGSS Virtual Conference will be held in March-2021. Keynote speakers will be invited. There will be a wide range of presentations and talks with the theme of Cultivating Communities.
- Social/Academic activities: EGSS will offer monthly social/academic activities and for those who participate in these activities, there will be gift draws. If any professors or directors would like to collaborate in holding some workshops for students, please contact EGSS
- EGSS is organizing online speaker series competitions for McGill EDUC students with 6 prizes-for winter- before the conference. We will ask students to present a professional work or research study that they have done or currently working on (non-thesis students will also be included).

- Surveys:
 - Equity-Diversity survey: We looked at the results of the Equity-Diversity survey and some interventions and solutions were proposed in the meeting to develop students' experience in our faculty. EGSS is in the process of reaching out to Chairs and Graduate Program Directors to discuss solutions in regards to equity-diversity issues and the needs of students and discuss potential solutions. .
 - Workday survey: The first week of December, we will send a survey to students to ask them about their issues about workday. We hope to provide an understanding of how many of students are still struggling and how students are finding solutions to workday issues.
- If you have any question or suggestions for EGSS to better serve and help our peers, or you know of a student who needs help, please contact EGSS through egss@mail.mcgill.ca
- Dean Rassier suggested EGSS share the Equity-Diversity survey feedback with the Chairs and if they wish it could also be published on the EGSS website. EGSS was thanked for sharing the survey feedback.

EDUS

- Field Experience & Financial Aid: New resources and support were available for students who were on stage and tested positive for COVID-19 during their placement preventing them from completing their stage.
- Feedback on In-Person Activities (Winter 2021): Most expressed a desire to come back to campus for some social events/experiences; however, students expressed major concerns in regards to campus safety and health regulations and risks involved with using public transportation.
- Extended Holiday Break: A majority of Undergraduate students were in favor of the extended holiday break especially international students who would have to quarantine if they travelled home for the holidays. There were concerns that the school year would be extended or the winter break suppressed to accommodate an extended holiday break.
- EDUS has been working closely with other societies in the faculty (EDUSE, CEPAC) to ensure students are not overwhelmed with online and zoom activities and to make their on-line activities are as interesting an innovating as possible.

5) VARIA

Meeting adjourned @ 11:07 a.m.

Faculty of Education
Faculty Council
MINUTES
February 10th, 2021 – 10:00 a.m.
Zoom

Present:

Elected members: Professors Caroline Riches, Bronwen Low, Ingrid Sladeczek, Tina Montreuil, Benoit Gentil, Tyler Churchward-Venne, Ms. Marcela Isuster, Ms. Nada Abu-Merhy; Ms. Donna Wilkinson, Ms. Azadeh Javaherpour, Ms. Chloe Adoutte, Ms. Anna Marshall; Mr. Stephen Peters

Non-elected members: Dean Rassier, Professors Nancy Heath, Alain Breuleux, Marta Kobiela, Julie Côté, Ms. Allyson Noftall

Regrets: Professors Steven Jordan, Victoria Talwar & Mr. Enoch Leung

1) CHAIR'S REMARKS

- A Town Hall for Faculty and Staff was held earlier this week.
- We plan to offer more Tier 2 activities in the next weeks based on last week's Government announcement regarding COVID restrictions. Activities are being reviewed on a case by case basis. The instructors have been contacted individually and they have been in touch with their students. Attendance is not mandatory for the students but they will have the option to come to campus. Instructors and students must follow the health regulations and submit the appropriate forms for approval before being allowed on campus. Most of our courses and activities will still be done remotely for the remainder of the term.
- There are two Tier 1 courses (essential for the program in face-to face mode) taking place in the winter term in our Faculty.
- Members of the Faculty who wish to come to campus for research purposes must still follow the same protocols that were in place before the lockdown. The information and links to forms that must be completed to request permission to access campus can be found on our Faculty [webpage](#).
- Dean Rassier reminded everyone that researchers wanting to work in their labs or conduct research on campus must continue to follow the procedures put in place. Each request is evaluated individually. Research with human subjects will only be allowed if the participants have already obtained permission to be on campus for another purpose. Prof. Heath, Associate Dean, Research and Innovation is advocating for a procedure to be put in place for research to be conducted with external participants but it is not permitted as yet.
- Any staff members may request permission to retrieve materials from the Faculty by completing the necessary forms. Each request will be evaluating on a case-by-case basis.
- The Faculty will continue to send out communications to keep faculty and staff informed about construction projects, activities for students and instructors, and any other important updates.
- Dean Rassier was asked to provide more details on how many students have expressed interest in attending Tier 2 activities on campus. He directed the question to Prof. Kobiela, Associate Dean, Infrastructure. Prof. Kobiela stated that this information is not available because many of the Tier 2 courses were intensive courses that would be ending at this time. Students were surveyed for Tier 2 courses and most were not interested in attending in person. The exact number of students who would be attending these courses in person is not currently available.

2) **ADOPTION OF THE AGENDA OF FEBRUARY 10TH, 2021**

Prof. Bronwen Low moved and Prof. Ingrid Sladeczek seconded the motion to approve the Agenda.
MOTION CARRIED

3) **APPROVAL OF MINUTES OF NOVEMBER 25TH, 2020**

Prof. Ingrid Sladeczek moved and Prof. Tina Montreuil seconded the motion to approve the Minutes of November 25th, 2020.

MOTION CARRIED

4) **CONSULTATIONS & REPORTS**

ASSOCIATE DEAN ACADEMIC PROGRAMS

- Optional Tier-2 activities that were identified in the fall will be allowed in the near future under certain conditions. Students are not required to participate and instructors should have plans to accommodate remote students and have a fallback option if totally remote becomes required. An email template for instructor communication to students will be made available shortly.
- Fall 2021 planning has started, with a focus on allowing more flexible class scheduling: we will encourage course activities in-person for some portions of a course rather than blocking a classroom for the entire semester. Faculty-specific coordination meetings will take place in the coming weeks.
- GEF funding for each Department is being finalized with minor adjustments. The targets are much the same as last year.
- The revised teacher competencies have been published in December and an official English version was published in January. Addenda and implementation guidelines will be published by the MEQ in the coming months. Program adaptation activities will be scheduled in the spring with faculty members and course instructors teaching in the B.Ed. and MATL programs.
- CAPFE reports and visits: taking the new competencies into account will resume in 2023-24. McGill was not mentioned in the first round of visits.
- The BA Education in Global Contexts was approved by the MES. Dr. Joseph Levitan is the Program Director. As this program was developed 5 years ago, there is a need to update and activate course descriptions, secure partnerships for field experiences, and develop a promotion and recruitment strategy in order to launch the program in 2022.

ASSOCIATE DEAN RESEARCH & INNOVATION

- **Research activities:** The EOC just announced that new guidelines will be announced in a few days about in-person research activities allowing researchers to recruit from participants in the Community (not just on campus) so long as they are non-vulnerable population following safety protocols and subject to approval. More information will be shared as soon as it is available. The current situation for in-person participant research continues; where necessary, researchers can conduct in-person human participant research with participants who are already on campus, with Faculty safety approval, see Offering for more information. However, wherever possible it should be remote.

- **Offering:** Catherine Essar has left, we will be continuing Offering with Ana Monteiro taking on a bigger role. There may be some delays or changes in providing services; we are reviewing what we will offer going forward.
- **GSSF:** We are continuing our Grant Submission Support Fund. The deadline for submissions is March 1st.
- **Group Activities:** Group activities continue albeit slower due to Covid-19 demands which have made professors' participating in additional activities challenging. Strategic Research Networking groups (all but one of the groups continues): Advancement Leaders, pre-tenure mentoring, some specific info sessions.
- **New Initiatives:**
 - Large Project Planning: for researchers who have a strong established research program, we are offering information/guidance on applying for and leading large scale initiatives/projects.
 - Intensive Mentoring: Some limited optional individual intensive mentoring of professors (not just pre-tenure) is beginning on a rotating basis (4-5 at a time for a few months). The mentoring content varies and may focus on such things as providing information about alternative funding opportunities specific to their research area, sharing information about Canadian context funding/research opportunities for those new to Canada, linking professors to university resources around REB/writing supports etc.
- Prof. Heath was asked for advice for strategies on opening a research account. She offered the following suggestions:
 - You can ask for funds to hire an R.A. to help you set up before you start actual research while you are working on your ethics submission.
 - If you are conducting research through another country, you still have to go through the Faculty for research safety procedures and protocol and starting next week through the EOC as well.
 - Any data you access has to go through our data base.
 - Students should review their submissions with their supervisors.
 - Offering should be notified of any slowdowns of approval.

ASSOCIATE DEAN INFRASTRUCTURE

Updates on Construction Projects:

- Construction for the **Francis Chan Learning Commons Project** on the first floor is ongoing.
- Construction for the **Science Laboratory Project** on the third floor is ongoing.
- The **Envelope**, which is the basin and the landscaping around the building, is ongoing.
- Updates to **203 and 230** are ongoing.

Updates on COVID Building Access:

- Individuals may continue to request access for small scale activities and item retrievals for work that cannot be conducted efficiently at home. Research activities on campus should continue as before, with any work that can be done from home still done from home.
- Individuals needing to travel to our buildings during the curfew times can request a safe passage letter to their Chairs. Chairs should submit these requests to the Deans office. We will review and issue the safe passage letters.
- Activities for Tier 1 courses have been underway this term. Activities for Tier 2 activities are now permitted and are being scheduled at this time. We are currently preparing on infrastructure needs for these courses, including:
 - Continuing purchases for equipment for remote teaching
 - Re-submitting schedules in order to re-book room assignments with central booking

- Prof. Kobiela addressed a question about Fall 2021 course delivery and hybrid learning by giving an example of current Tier 2 activities being offered. Our Faculty is piloting some technology that will enable students to zoom in at the same time other students are physically attending a class. Jim Harris helped identify and purchase cameras and special microphones so that every voice in the classroom can be picked up.
- Prof. Kobiela was informed of an issue of maintaining a two meter distance in the narrow halls in the basement of the building where the Psychology clinic is located. One suggestion is that a different entrance and exit be used to reduce traffic congestion in the hallway.

LIAISON LIBRARIAN AND COORDINATOR

- Storage Facility Lists: <https://www.mcgill.ca/library/about/collections-managementfacility/lists-review>
As part of the Fiat Lux project, the McGill Library will be transferring a significant portion of the print collection in the Humanities and Social Sciences Library to a new storage facility. Space for 500,000 items will be available when the new library is completed, with the rest held remotely and available by request within a delay of 24 hours. In order to ensure that both recent and highly used materials remain physically on campus, the library has produced a list of items that meet either of the following criteria:
 - Books published within the last 10 years
 - Books borrowed within the last 5 years
 We are seeking input from faculty and students in order to identify any material that does not meet the above criteria, but which nevertheless would be beneficial to remain on campus for practical research or teaching needs. To view the lists, and to make any requests for individual items to stay on campus, please visit the webpage dedicated to the project. This exercise will continue through the Winter 2021 semester, with the final lists compiled at the end of May.
- Love Data Week related to workshops and data management took place from Feb 8-12th: <https://libraryguides.mcgill.ca/LoveDataWeek>

EGSS

- The applications for Professional/Academic Development award have been reviewed and 9 awards were allocated to 9 grad students.
- A new round of grad fellowships will open up by the end of this month. There will be 750 \$ merit based for 3 master-program and for 3 PhD- program students.
- EGSS will also offer 2 Need-Based awards (each value 1000 \$) for one master program student and one PhD program student who need funding for their study and have financial need and didn't receive other funds this year.
- Shut up & Write series-virtual version is again taking place and organized by EGSS members Shannon, Nadia, and Enoch for all three departments to helping students to get together and write. EGSS plans to open space in breakout groups between sessions for any peer-writing consultation needs.
- The EGSS 19th annual conference is approaching on March 11, 12, and 13 and is open to all members. EGSS is using the Gather platform. The deadline for registration is March 1st.

EGSS will offer some academic awards for best performances in different parts of the conference. The EGSS Equity and Diversity Team is planning for the most equitable and fair judging procedure to choose the award winners.

- Pre-and post-conference academic workshops will be offered to prepare students for effective dissemination of their academic work. Pre-conference workshop series are designed to work on academic presentation skills and post-conference workshop series plan to work on writing skills for publication. These workshops are open to all members of the Faculty of Education.
- EGSS asked the Dean to clarify, in regards to travel awards, if students are permitted to travel. The Dean responded that although there is no complete ban yet on travel, there are strict restrictions and travel should be evaluated carefully on a case by case basis.

EDUS

- Elections for 2021-2022 school year: results just in, a new President has been elected. Other vacancies will be filled in the fall.
- Field Experience 4 will begin shortly. EDUS hopes to continue their close and productive work with ISA.

5) VARIA

- The Dean was asked if there would be lobbying to provide vaccines to University and CEGEP teachers. Based on discussions with the Provost Office, McGill's position will follow the directives of the Quebec Health Minister. McGill currently has no plans to offer a vaccination program on campus.
- Dean Rassier announced the FEEDIC Committee with representation from different sectors has held its first meeting. FEEDIC will be advising and bringing initiatives to be implemented in the Faculty. FEEDIC is currently working on the mandate. There will be a webpage that will list workshops, presentations and other updates. The Committee has received a budget.
- Departments were reminded that they must submit their plan for racism initiatives. A small portion of the Faculty budget is available for each department to develop these initiatives.
- The Faculty has requested licenses from the Provost Office to hire black academics. There is also currently a search going on in DISE for an OFNIE position that was initiated last year but not filled.
- The Dean addressed the subject of administration and support staff being asked to return to campus to provide support for on-campus activities. This is currently not the case, however, in the event, the Government lifts the current restrictions, the Faculty has a plan and the departments and units have developed a schedule for administration and support staff to return to campus on a rotational basis at 20 to 25% capacity. Health Guide regulations will be in place to provide a safe working environment.

Meeting adjourned @ 10:00 a.m.

Faculty of Education
Faculty Council
MINUTES
April 7th, 2021 – 10:00 a.m.
Zoom

Present:

Elected members: Professors Caroline Riches, Bronwen Low, Ingrid Sladeczek, Tina Montreuil, Benoit Gentil, Tyler Churchward-Venne, Ms. Nada Abu-Merhy; Ms. Donna Wilkinson, Ms. Azadeh Javaherpour, Ms. Chloe Adoutte, Ms. Anna Marshall

Non-elected members: Dean Rassier, Professors Nancy Heath, Alain Breuleux, Marta Kobiela, Julie Côté, Steven Jordan, Victoria Talwar, Ms. Allyson Noftall

Regrets: Mr. Stephen Peters; Ms. Marcela Isuster; Mr. Enoch Leung

1) CHAIR'S REMARKS

- Prof. Breuleux has been working with the Chairs, Program Directors and Prof. Kobiela to plan for the fall teaching. If the Quebec Health Directives allow, we are planning for most of the teaching activities to be face to face.
- In the next few weeks there may be more flexibility in terms of research however [forms](#) (which can be found on our Faculty [webpage](#)) must still be completed for those wishing to work on campus.
- We are also planning different scenarios for support and admin staff to return to campus, depending on the Quebec Health Directives, especially for those who work in departments or work with students.

2) ADOPTION OF THE AGENDA OF APRIL 7TH, 2021

Prof. Low moved and Prof. Sladeczek seconded the motion to approve the Agenda.

MOTION CARRIED

3) APPROVAL OF MINUTES OF FEBRUARY 10TH, 2021

Prof. Montreuil moved and Prof. Jordan seconded the motion to approve the Minutes of February 10th, 2021.

MOTION CARRIED

4) CONSULTATIONS & REPORTS

ASSOCIATE DEAN ACADEMIC PROGRAMS

- Prof. Breuleux thanked Prof. Kobiela for her help as the Associate Dean, Infrastructure and in planning for fall programs on campus.

- **Admissions** are going forward. Units are asked to monitor as best they can, the acceptance and registration rates and extend offers if needed. Generally, applications are above normal and this creates uncertainty as to how they will materialize in registrations.
- **Unit's funding plans** approval are being finalized.
- **Graduate Awards and Fellowships** have been adjudicated. Prof. Breuleux thanked the committee members: Professors Duncan, Wendt and Zanazanian.
- No major approvals from **APC**. There was a discussion regarding the issue of K grades in the MATL program. The issue is, in other programs K grades can be accumulated without restrictions; but in the MATL program there is a need for restrictions because students need to finish a certain course before going out on their Internship. It was suggested that a Working Group in DISE draft a proposal to be presented at the Committee on Enrolment and Student Affairs.
- **CAPFE**: visits and reports are scheduled in a few years. Prof. Breuleux will participate in a consultation meeting on April 9th on the implementation of the new teacher competencies.
- **Graduate Mobility Awards** update: we have received six to eight applications that are being responded to, two applications have been returned for revision. The awards have been adapted so that online collaboration and participation in workshops are recognized along with the actual visits.

ASSOCIATE DEAN RESEARCH & INNOVATION

- **Research Resumption**, no change relative to last month (pending Premier Legault's announcement tonight). It is still advised for research to be done remotely where possible and vulnerable populations are still excluded.
- **CFI- Expressions of Interest**: Please be sure to communicate to your faculty (an email will be sent out about this as well), that anyone who has a need of infrastructure funding (includes renovations and/or equipment) over the next few years (even smaller scale funding), should be completing the EOI that was shared by Central and again by Offering back in February. Deadline for CFI or infrastructure needs that are minor renovations and/or equipment is May 31st, 2021. EOI should be research driven. It is important to plan ahead. Ana Monteiro in Offering can answer questions as needed.
- **REB survey Report**: We had approximately 20 responses (from all three departments) to our REB survey. Prof. Heath is drafting a report to be shared with REB and VPRI office to work towards problem solving the issues. Prof. Heath will update Faculty Council when she has met with Central.
- **Rotating Intensive Mentoring**: Running an intensive rotating mentoring program, whereby researchers are offered the opportunity to have a short term (2-3 month) intensive mentoring to provide resources and information to support their success. Priority will be given to early career but not exclusive to early career. Anyone interested in participating in this voluntary program should contact Prof. Heath.
- **Offering Changes**: Reorganizing without Catherine Essar, Ana Monteiro will be taking on more senior duties but cannot replace Catherine. Services will be adapted as we go.
- **Grant submissions**: January-Feb 2021 8 SSHRC IDG (4 ECP, 3 DISE, 1 KPE); March 2021 7 CIHR (4 ECP; 3 KPE).

ASSOCIATE DEAN INFRASTRUCTURE

Updates on Construction Projects:

- Construction for the **Francis Chan Learning Commons Project** on the first floor is ongoing.
- Construction for the **Science Laboratory Project** on the third floor is ongoing.
- The **Envelope**, which is the basin and the landscaping around the building, is ongoing.
- Updates to rooms **203 and 230** are ongoing.
- Three proposals were submitted for new teaching labs and one for equipment upgrades to existing labs.
 - The proposal for the **Adapted and Inclusive Physical Activity Teaching Lab** (KPE) was approved and is now on the waiting list for projects (pre-design). Special thanks to Prof. Jenson and Prof. Côté for help in drafting this proposal.
 - Funding was received for equipment upgrades to the **Math Lab**.
- **The Arts Education Teaching Lab** is still on the waiting list to be started (pre-design).

Updates on COVID Building Access:

- While we continue to be in a Red Zone, individuals may continue to request access for small scale activities and item retrievals for work that cannot be conducted efficiently at home. Research activities on campus should continue as before, with any work that can be done from home still to continue.
- As a reminder, individuals needing to travel to the Faculty of Education buildings during the curfew times can request a safe passage letter from their Chairs. Chairs should submit these requests to the Dean's office. They will review and issue the safe passage letters.
- Activities for Tier 1 and Tier 2 courses have been underway this term. Many thanks to Jim Harris and Sanjeev Panigraphy for their support with audio-visual equipment for instructors.

LIAISON LIBRARIAN AND COORDINATOR

- **Tri-Agency Research Data Management Policy:** On March 15, Canada's three federal research funding agencies—the Canadian Institutes of Health Research (CIHR), the Natural Sciences and Engineering Research Council (NSERC) and the Social Sciences and Humanities Research Council (SSHRC) launched the Tri-Agency Research Data Management Policy ("RDM Policy").

The two main requirements for faculty will be:

- **Data Management Plans:** By Spring 2022, data management plans will be required components of grant applications to an initial set of Tri-Agency programs.
- **Data Deposit:** In addition to any existing sponsor requirements, grant recipients will be required to archive all digital research data, metadata and code that directly support research conclusions in journal publications and pre-prints into a digital repository. This requirement for data deposit will be implemented after institutional strategies have been reviewed by the Tri-Agency.

McGill University welcomes and fully supports this new policy and has established support for researchers for research data management through a collaboration between the Office of the Vice-Principal (Research and Innovation), Libraries, and IT Services, including:

- a Digital Research Services Hub for consultation and assistance with data management plans, research software, and advanced research computing.
- an institutional data repository (McGill Dataverse) for data sharing and archiving managed by the McGill Libraries.
- drop-in Q&A sessions on data collection, storage, privacy and security for researchers, co-hosted by McGill VP-RI, McGill Libraries and McGill IT Services.

For more information, please contact the Digital Research Services Team at drs@mcgill.ca or the Research Data Management Specialist at rdm.library@mcgill.ca.

If there is interest, the Liaison Librarian can organize a special session on Research Data Management for the Faculty of Education.

- **Collection Management Facility - Lists for review**

The timeline to review the lists of materials to be sent the new Collection Management Facility has been extended to August 31st, 2021. You can find the lists here:

<https://www.mcgill.ca/library/about/collections-management-facility/lists-review>

EGSS

- EGSS will have a series of academic workshops run by Dr. Peters to help graduate students with publication skills from the end of April through the beginning of May.
- EGSS is going to open another Covid-19 financial aid and the Dean's office is going to contribute \$6000 to this aid.
- Currently, graduate students can nominate themselves for council's elections. The deadline is April 10th, 2021. All positions are currently open.
- EGSS fellowships opened on April 2nd and the deadline is April 20th, midnight. EGSS will offer: three \$1,000 needs-based master's Level Awards, three \$1,000 doctoral level awards, four \$750 Master's Level Awards, four \$750 Doctoral Level Awards. If advisees don't have any other awards, please encourage them to apply.
- 47 graduate students have filled out the EDI survey, in the past two weeks, run by EGSS. The concerns can be categorized into three categories 1. Academic concerns, 2. Asian life matters and 3. The situation of indigenous peoples in the Faculty. By mid-May, EGSS will write a detailed and thematic report to be shared with the Dean's office, Department Chairs, and FEEDIC.
- EGSS provided an update on the Workday issues their members encountered. All students with Workday issues that had reached out to EGSS have been resolved and the students paid. If anyone still has not received their pay, they should contact EGSS immediately.

EDUS

- Field Experience 2 starting shortly, students have concerns what their stage will look like due to Covid-19.
- Safe Graduation Ball virtual alternatives are in the works for U4 students.
- Discussions with ISA to try to get students on stage/going on stage vaccinated with teachers.

5) VARIA

Meeting adjourned @ 10:30 a.m.