

Present: Muhammad Abdul-Mageed, Richard Arias-Hernandez, Jennifer Douglas, Luciana Duranti, Luanne Freund (Chair), Deborah Hicks, Rick Kopak, Aaron Loehrlein, Eric Meyers, Lisa Nathan, Melissa Nightingale (SSC), Heather O'Brien, Connie Wintels (minute taker)

Regrets: Mary Grenier (Administrator), Victoria Lemieux

Documents distributed: (by email before the meeting)

- Final Draft Minutes Faculty Meeting – Sep 30.docx
- FacultyMeetingReport-CC_Oct2016.docx
- Proposed rubric 2016.docx
- Revised Goals and Objectives_2016.docx
- Admissions Committee Report Oct 2016.docx
- Appendix 4_Revised Student Awards Guidelines and Procedures.pdf

Approval of Agenda

- *Heather O'Brien motions to approve, Richard Kopak seconds*

Approval of minutes

- Lisa Nathan motions to approve, Heather O'Brien seconds

1. Director's Update – Luanne Freund, acting Director

- Attended ASIS&T Conference in Copenhagen, Denmark: 2018 conference will be in Vancouver; attended session on ALA Accreditation, met with 7 prospective applicants to open faculty positions.
- Course scheduling: MLIS course scheduling underway for 2017-2018 academic year; MAS scheduling will be done via email with committee.
- 2 + 2 Meeting with Dean and VP Finance: positive meeting, Dean is happy with undertakings at the school; we proposed hiring for 2 lecturer positions to which we should get a response in spring 2017; discussed student application downtrend in 2015 and increase in 2016; happy with efforts to collaborate with other units; acknowledged our strong research funding; Director hiring for new integrated unit will be done by Dean's office, start in fall of 2018, call for interim director nominations will be in early 2017.
- Revised Goals and Objectives: received updates from Faculty member feedback after retreat;
 - Proposal to vote on revised Goals and Objectives, including a new objective for Goal 4: *"identify and develop collaboration with international academic institutions"*; Lisa Nathan motions to vote on proposal, Richard Arias Hernandez seconds the motion – *all vote in favour*.
 - Faculty agree that an objective relating to the Truth and Reconciliation Commission recommendations should be added at some point, as we are already taking steps. The school has a commitment to update Goals and Objectives at least once a year, but can motion to make changes at any time.
- Faculty Search
 - One committee has been formed for both positions; Alfred Hermida, Director, Graduate School of Journalism, has been named as external representative, Sam Dodson and Liz Otero have accepted positions as the Doctoral and Master's students' representatives (respectively).
- Unit Merger

- Proposed names for new unit were submitted. Propose that faculty members from all units involved in selecting name.
- Proposal for merger will go to Senate Academic Committee by the end of January and to Senate in February 2017.
- Consultation with all stakeholders will begin and evidence of consultation must be gathered; requesting feedback from alumni panel and heads of community organizations, employers.
- Invited faculty members to join in Director's lunch on November 9th; items to be discussed at accreditation visit and unit merger.

2. Committee Reports

- **Assessment Committee – Luanne Freund, acting Director and Richard Arias Hernandez**
 - First meeting will be on Monday. October 31, 2016.
- Accreditation Working Group (update) – **Luanne Freund, acting Director**
 - Office is finalizing meeting schedule and on-site materials
 - Requested examples of student assignments, External Review Panel (ERP) has signed confidentiality agreement but faculty should ask for students' permission before sharing
 - Self-study has been posted to website
- Dodson Visiting Professor Search committee – Luanne Freund, acting Director, for Victoria Lemieux
 - Position is an open call; ad for position is ready to go to Dean's office for approval; let Connie Wintels know where ad can be posted.
- Research Leadership Committee – Jennifer Douglas and Muhammad Abdul-Mageed
 - Speaker for Research Day will be Dr. Lyle Unger from the University of Pennsylvania.
 - Next colloquia talks should be in January and February and will not conflict with candidate talks; Jenny Preece's colloquia will be on November 9, 2016.
- Curriculum Committee – Heather O'Brien
 - Deborah Hicks is working on revisions of LIBR504
 - Will meet with [a post-doc] and Julie Walchli, Director, Arts Co-operative Education Program to discuss creation of e-portfolios for students
 - ARST course equivalent to Research Methods will also be deleted
 - Would like to thank Program Assistant, Alynne Pols for all her hard work on the course consultations.
- Admissions Committee – Aaron Loehrlein
 - Review and discussion of report items; faculty can provide feedback directly to Aaron
 - Changes to admissions rubric and process can be voted on by faculty at a future date
 - Rationales with the recommendations will be required when applicants do not meet minimum requirements; reviewers should give their comments to the Graduate Adviser before recommendation goes to Graduate and Post-Doctoral Studies.
- Doctoral committee – Richard Kopak for Edie Rasmussen
 - Annual review process has begun, advisers will receive from doctoral students.
 - Committee must meet at least once per year
 - Students must register with Access and Diversity if going on medical leave
 - Advisers are asked to remind advisees about travel funding.
 - The deadline for the Piternick Award is approaching – faculty is asked to encourage students to apply.
 - Doctoral students have formed a formal association; Alamir Novin is president and Michelle Kaczmarek is Secretary.
- Facilities Committee – Richard Kopak
 - Following up to fix wiring in Terrace Lab

- The Pod is functional; students need to load “Airmedia” application to enable wireless connection with Pod Monitor
 - Terrace lab screens are now wireless
 - Booking procedure for Pod is being established and will be done through information desk
 - Update about accessible washrooms
3. Graduate Advisor Report– Richard Kopak
- Lisa Nathan moves to accept iSchool Awards procedures, Richard Arias Hernandez seconds – all vote in favour
 - Procedure will be posted in resources section of website
 - 2 SSHRC and 1 Affiliated Fellowship applications were successful and sent to Graduate and Post-Doctoral Studies – all applicants were sent a letter to advise them whether their application was accepted (2 SSHRC and 2 AF were not successful).
 - International student tuition awards are being dispensed with;
 - ❖ ACTION: see if modification to website is necessary to reflect this
4. Admin Report – Mary Grenier unable to attend
5. Student Services Reports – Melissa Nightingale
- Presentation of report.
 - Newsletter (SLAIS Matters) has been issued (fall); it will now be issued in the fall and spring.
 - Experiential Learning day to replace “Meet a Grad” as networking event.

Motion to adjourn by Richard Kopak, seconded by Richard Arias Hernandez, motion carried

Adjourned 3:34 pm.