

NOTICE OF MEETING

**67th Meeting of Faculty Council
Thursday January 11th, 2018
3:00 pm – 5:00 pm, Senate Chamber, N940 Ross**

Agenda

1. Call to Order and Approval of the Agenda
2. Chair's Remarks
3. Guest Speaker: Rhonda Lenton, President and Vice-Chancellor, York University
4. Minutes of the **November 9, 2017** meeting.....1
5. Business Arising from the Minutes
6. Dean's Report to Council
7. Question Period
8. Reports of Standing Committees of Council
 - Executive Committee.....5
 - Item for Information: Re-Opening Contract Faculty representation on Faculty Council: Results
 - Curriculum, Curricular Policy and Standards.....7
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 - Item for Action: Proposed revisions to the Dean's Award for Excellence in Teaching
9. Item for Information: Senate Synopsis.....16
10. Other Business

2017- 2018 Liberal Arts & Professional Studies Faculty Council Meetings are normally on the second Thursday of the month at 3:00pm in the Senate Chamber, N940 Ross.

February 8, 2018
March 8, 2018
April 12, 2018
May 10, 2018
June 7, 2018**

**The June meeting of Council will take place on the first Thursday due to a scheduling conflict. Please note this meeting will take place in the Harry Crowe Room, 109 Atkinson.

**York University
Faculty of Liberal Arts & Professional Studies
LA&PS Faculty Council**

Senate Chamber
Minutes of the 66th Meeting of Council
November 9, 2017

T. Abdullah, J. Allen, P. Avery, M. Bernholtz, K. Blake, R. Boconcios, D. Davidson, A. Davis, K. Davis, C. DeFreitas, Z. DiFranco, K. Doyle, C. Dumont, C. Ehrlich, I. Ferrara, L. Gonder, R. Grinspun, M. Harper, T. Hudson, S. Hundal, R. Iannacito-Provenzano, P. Khaiteh, N. Khurana, A. Kimakova, T. Maley, S. Masood, K. Michasiw, C. Mounts, L. Myrie, J. Ng, R. Ophir, J. Pelham, M. Quirt, A. Rakhra, A. Ramjattan, N. Razack, A. Redding, L. Rumiel, L. Sanders, A. Schrauwers, J. Short, J. Simoulidis, D. Skinner, A. Solis, G. Vanstone, B. Visano, N. Waweru, R. Wellen, A. Widmer, K. Wilson, M. Wojcicki, L. Wood, D. Woody

1. Call to Order and Approval of Agenda

The meeting was called to order.

The Chair explained that the agenda had been modified because the election results were updated, and collegial conversations removed.

It was moved, seconded, and carried to approve the amended agenda.

2. Chair of Council's Remarks

The Chair welcomed members to the 66th meeting of Council. He welcomed the new Manager Faculty Council, Dr. Anne Stebbins. Anne read the updated Indigenous Acknowledgement.

He thanked Bann Al-Soultani for her work, and thanked Matthew Harper for minuting, Roberta Iannacito-Provenzano for chairing, and Andrea Davis for vice-chairing last Council.

The Chair noted that following the last meeting he received many responses and reactions that we were not doing a very good job of maintaining decorum and he would insist on this going forward.

The Chair noted that at last Council a hortatory motion was proposed and voted on. He stated that motions containing new business must

be received before meetings. Failing that, a motion on new business may be considered if approved by $\frac{2}{3}$ present at Council. Despite the irregularity in procedure, he conveyed that the Executive Committee decided that this motion would stand.

The Chair acknowledged a point of order:

A member said that the motion was not a new matter and that this ruling undermined and contravened the rules and orders of Council.

The Chair acknowledged a point of order:

A member said that the Chair was disallowing motions that spoke to the discussion and that this diminished the democratic spirit.

The Chair responded that this motion would have been in order if $\frac{2}{3}$ had voted to allow it.

The Chair acknowledged a point of order:

A member told the Chair that he was changing the rules of order and bullying people who disagreed.

The Chair stated that he was not necessarily disagreeing with the motion but instead arguing for following the rules and procedures of Council.

A member requested that the minutes indicate that some members did not accept the Chair's opinion.

The Chair said that Senate updates were requested. A synopsis would be included, and time made for councilors to ask reps questions.

3. Minutes of the October 12, 2017 Meeting

The Chair noted that the hortatory motion was included in the minutes. It was moved, seconded, and carried to approve the minutes of the October 12, 2017 meeting. There was no discussion and the minutes were passed.

4. Business Arising from the Minutes

A member asked if the hortatory motion had been communicated to the Senate and the President.

The Chair responded that it had been communicated.

A member stated that she was a member of the search committee for the next Provost and VP Academic and that what happened at the last

meeting was not collegial. Members of the search committee were at Council to collect the Council's views of what Council would like to see in a candidate. But, this turned into something destructive.

A member expressed concern that there was not a count of a vote on a motion and requested that votes be counted in the future, particularly contentious ones.

A member responded that votes were counted if the vote was close, and the vote in question was an overwhelming majority.

A member noted that the discussion at the last Council meeting, about the appointed search committee, signaled a desire for a different process. The idea was that this kind of committee should be elected.

A member expressed concern that guests invited to Council should be permitted to finish their business.

A member clarified that there were no breaches of collegiality at last Council. The member stated that when he said that a governance process was problematic then he was talking about the process and not critiquing the person who was participating in the process.

5. Dean's Report to Council

Dean Mukherjee-Reed commented that we must speak about issues of governance in a way that did not feel like a personal attack. She reminded Council that there was work that needed to be done collectively to be able to discuss things so that we did not feel that we were under attack.

A member interrupted to ask for an example.

The Chair ruled it out of order and the Dean invited the question during question period.

The Dean continued by noting that there has been a 15% increase in offers and a 12% increase in acceptances for fall/winter.

The Dean noted that the Dean's award for excellence, for undergraduate students, was developed with a view to offering research opportunities. She explained that these awards were being put in during the summer term and there would be 20 awards worth \$5000 each. To be eligible, a student must be studying full time, have a GPA of 7 and have completed 47 credits. She noted that 4 out of the 20 awards would be for students working with contract faculty. There

was a website, and professors could post about a project and students could apply. The Dean invited Council members to put up a project. She noted that one question that had already been asked was whether these projects must have external funds. The answer was no.

A member asked if the intention was to distribute these awards across the departments or to judge them based on merit of research?

The Dean responded that it was based on what kind of projects gave students the best kind of benefits.

A member asked if a student could apply in 4th year and do it that summer after graduation?

The Dean responded that, no, the summer after graduation would mean that the student was finished at York.

A member asked if it was possible to change the wording of the requirement of the GPA of 7 to read "normally" have a GPA of 7.

A member clarified that the wording was already this way.

A member asked why the Faculty was extending funding opportunities to undergraduate right after graduate funding was cut.

The Dean responded that this funding was not happening because graduate funding was cut. But, she noted that she was happy to take back the concern and see what could be done in terms of grad funding.

The Dean announced that the Canada 150 application was submitted.

She noted that the Faculty received two new CRCs.

The Dean noted that there were no new developments or updates to give on Markham since last month's Council meeting.

6. Question Period

A member pointed out that the Dean outlined serious allegations when she felt under attack, but context was not provided.

The Dean responded that she felt that she was under personal attack and said that councilors could raise questions and concerns in a way so that people didn't feel under personal attack.

A member noted that people in leadership positions had a difficult job to do. He said that there was a pattern of administrators saying that we needed to be more collegial. His perception was that the administration used this argument in meetings to suppress opposition to the administration.

The Dean responded that this statement worked both ways. A member stated that the chair, with the consent of the Executive Committee, brought new rules that restricted democratic governance. The member cautioned that it may silence people who felt that the Dean had effectively said that criticism was not encouraged.

A member asked a question about the 27 appointments made in LAPS. Was the faculty complement keeping pace with retirements?

The Dean responded that, on average, the number of retirements was between 10-12 and sometimes as many as 15 per year. She noted that the Faculty was trying to get appointments, which exceeded that number. She noted that in Markham no new appointments were included in the government grant so there was a question of how that would happen.

A member cautioned Council against making a leap between collegiality and safe spaces.

The Dean commented that if Council could not call for collegiality amongst themselves without feeling silenced then it had a problem.

7. Reports of the Standing Committees of Council

a) Executive Committee

The Chair called upon the Vice-Chair, R. Iannacito-Provenzano, to present the Executive Committee report.

She said that APPC nominations were accepted from the floor of Council and final approval was given by Council.

It was moved, seconded, and carried to close nomination for APPC.

She directed Council to information regarding election results of the elected and acclaimed members on pages 5-6 of the agenda.

b) Curriculum, Curricular Policy and Standards

The Chair called upon M. Quirt to present the report.

She presented the following:

-Item for Action: Major Modification: New Program Proposal for Specialized Honours BA in Speech and Language Sciences

She noted that this was a new program proposal and she recommended that Council pass it.
The motion was moved, seconded, and carried.

-Item for Action: Minor Modification: Change to an Existing Program: Children's Studies.

She noted that this was a change that came through CCPS and she recommended that Council pass it.
The motion was moved, seconded, and carried.

-Item for Action: Change to Existing Degree: Bachelor in Public Administration

She noted that this was a change that came through CCPS and she recommended that Council pass it.
The motion was moved, seconded, and carried.

-Item for Action: Change to Existing Certificate: Professional Certificate in Financial Planning

She noted that this was a change that came through CCPS and she recommended that Council pass it.
The motion was moved, seconded, and carried.

-Item for Action: Change to Existing Certificate: Professional Certificate in Investment Management

She noted that this was a change that came through CCPS and she recommended that Council pass it

A member asked whether it would start in fall 2017 or 2018.

She responded that it would start in 2018.

A member proposed a friendly amendment to change the wording to fall 2018.
The amended motion was moved, seconded, and carried.

-Item for Action: Change to Existing Degree: Bachelor of Commerce

She noted that this was a change that came through CCPS and she recommended that Council pass it.

The motion was moved, seconded, and carried.

-Item for Action: Change to Existing Degree: Business Minor

She noted that this was a change that came through CCOS and she recommended that Council pass it.

The motion was moved, seconded, and carried

-Item for Action: Program Closure: Canadian Studies Degree Programs

She noted that this closure came through CCPS and she recommended that Council pass it.

The motion was moved, seconded, and carried.

-Item for Action: Program Closure: Latin and Caribbean Studies and South Asian Studies

She noted that this closure came through CCPS and she recommended that Council pass it.

A member offered some context from the Humanities perspective.

Previously, 70% of students were of Caribbean descent. The diversity of the classroom had changed with more second and third generation Caribbean students. Therefore, there was a proposal for a new certificate program in Black Canadian Studies.

The motion was moved, seconded, and carried.

8. Other Business

The Chair noted that the next meeting of Council was scheduled for December 21st. He asked how many people would consider coming that day? Very few hands were raised.

It was moved, seconded, and carried to adjourn the meeting.

Carl S. Ehrlich, Chair of Council

Anne Stebbins Secretary of Council

Executive Committee Report to Council

November 2017

ITEMS FOR INFORMATION (1)

1. Re-Opening Contract Faculty representation on Faculty Council

The Rules and Procedures of Council state:

Thirty representatives of contract faculty members including CUPE Unit 1, CUPE Unit II, and CUPE-Exempt Course Directors, during the year they hold a Course Directorship/Teaching Assistantship, or are on a leave for which they accrue applicable prior experience under the CUPE Unit II collective agreement;

Nominations opened September 5, 2017 and closed on September 12, 2017. 6 contract faculty members were acclaimed as Contract Representatives on Faculty Council.

On October 10, 2017, Mike Palamarek, Chief Steward Unit 2, contacted the Chair and Vice-Chair of Council, requesting Council re-open nominations in order to fill the remaining seats allocated to contract faculty on Council.

On October 25, 2017, the Executive Committee discussed re-opening nominations and decided to re-open nominations and revise the date nominations open and close going forward.

On November 11, 2017, the Secretary of Council sent out a call for nominations to fill the remaining seats. The deadline to nominate was November 17, 2017 at 3:00pm.

Member eligibility has been confirmed by the Council office. 18 contract faculty members have put their name forward, totaling 25 contract faculty representatives on Council.

First Name	Last Name	Nomination	Unit
Julie	Allen	Acclaimed in September	CUPE-2
Razvan	Boconcios	Acclaimed in September	CUPE-E
Julie	Dowsett	Acclaimed in September	CUPE-2
Andrea	Kalmin	Acclaimed in September	CUPE-2
Jonathan	Short	Acclaimed in September	CUPE-2
Dagmara	Woronko	Acclaimed in September	CUPE-2
Benjamin	Taylor	Acclaimed in November	CUPE-1
Carolyn	Steele	Acclaimed in November	CUPE-2
Michelle	Mawhinney	Acclaimed in November	CUPE-2
Colin J	Campbell	Acclaimed in November	CUPE-2
Gizem	Cakmak	Acclaimed in November	CUPE-1
Daniel	O' Hara	Acclaimed in November	CUPE-1

Elizabeth	Brule	Acclaimed in November	CUPE-2
Keith	O'Regan	Acclaimed in November	CUPE-2
Murray	Cooke	Acclaimed in November	CUPE-2
Sharon	Davidson	Acclaimed in November	CUPE-2
Devin	Lefebvre	Acclaimed in November	CUPE-1
Joanna	Pearce	Acclaimed in November	CUPE-1
Khashayar	Hooshiyar	Acclaimed in November	CUPE-2
Maria	Wallis	Acclaimed in November	CUPE-2
Patrick	Phillips	Acclaimed in November	CUPE-2
David	Stamos	Acclaimed in November	CUPE-2
Vanessa	Lehan-Streisel	Acclaimed in November	CUPE-2
Russell	Rozinskis	Acclaimed in November	CUPE-1

Committee on Curriculum, Curricular Policy and Standards

Consent Agenda

December 2017

Changes to Existing Courses

AP	ANTH 3040	6.00	The Anthropology of Digital Media and Visual Representation
AP	ANTH 4130	6.00	The Professional Anthropologist
AP	ANTH 3330	6.00	Health & Illness in Cross-Cultural Perspective
AP	ANTH 4330	3.00	Critical Issues in Medical Anthropology
AP	DEMS 1701	3.00	Disaster Case Studies
AP	DEMS 2700	3.00	Fundamentals of Emergency Management
AP	DEMS 3701	3.00	Disaster Risk Management
AP	DEMS 3702	3.00	Comprehensive Emergency Management: Integrating Critical Knowledge with Practice
AP	DEMS 3703	3.00	Business Continuity Planning;
AP	DEMS 3704	3.00	Emergency Management Communications
AP	DEMS 3705	3.00	Emergency Management: Field Experience
AP	DEMS 3706	3.00	Disasters and Humans
AP	DEMS 3707	3.00	Ethics: Society, the Environment and Disasters
AP	DEMS 3708	3.00	Social Issues in Disaster Management
AP	DEMS 4704	3.00	Disaster and Logistics
AP	DEMS 4705	3.00	Comprehensive Emergency Management 2: The Canadian Context
AP	DEMS 4707	3.00	Managing Risks to Critical Infrastructure
AP	DEMS 4708	3.00	Research Seminar in Disaster and Emergency Management
AP	DEMS 4709	3.00	Terrorism: The New Threat
AP	EN 3130	6.00	Modernisms
AP	EN 3510	6.00	Medieval Literature
AP	EN 4004	3.00	Two Canadian Theorists: Northrop Frye and Marshall McLuhan
AP	EN 4004	6.00	Two Canadian Theorists: Northrop Frye and Marshall McLuhan
AP	EN 4073	6.00	The Small Town in Film and Literature
AP	HIST 4500	6.00	Canadian Environmental History
AP	LING 3600	3.00	Socio-Political Issues in Second Language Teaching
AP	MODR 1790	6.00	Modes of Reasoning: Modes of Reasoning for ESL Students
AP	POLS 3521	3.00	European Union

New Course Proposals

AP	CCY 1999	6.00 Introduction to Children, Childhood and Youth Studies
AP	EN 4581	3.00 Decadence
AP	HIST 4470	6.00 War, Sex and Drink: Modern Britain in the Archives
AP	HUMA 3662	3.00 Ecocritical Approaches to Black Literature and Film
AP	HUMA 3668	3.00 Holocaust Literature of Children and Youth
AP	SOCI 3031	6.00 Statistics for Sociology

A consent agenda item does not involve new programs, significant new principles, or new policies. These proposals are clearly identified on the notice of the meeting as consent agenda items. Full proposal text is not reproduced in the hardcopy agenda package. Proposal text is available at the following URL: <http://laps.yorku.ca/office-of-the-faculty-council/council-agenda>.

A consent agenda item is deemed to be approved unless, prior to the commencement of a meeting, one or more members of Council advises the chair of a request to debate it. Please contact the Secretary to the Committee (apccps@yorku.ca) if you have any questions regarding the changes to existing courses section.

Committee on Teaching, Learning and Student Success

November 2017

ITEM FOR ACTION

1. Proposed revisions to the Dean's Award for Excellence in Teaching

In May 2017, the Committee on Teaching, Learning and Student Success received a query regarding the Dean's Award for Excellence in Teaching (LA&PS), especially the reasons why its eligibility criteria exclude probationary tenure-stream faculty, who are authorized to be nominated for teaching awards elsewhere in the university. In response to the query, the CTLSS gathered the terms of the teaching awards from other Faculties (including the Faculty of Graduate Studies) and the President's University Wide Teaching Award. The analysis of those terms of reference confirmed that indeed LA&PS is the only faculty where such exclusion exists.

After lengthy discussions within the committee over four of its monthly meetings, a subgroup of the CTLSS proceeded to finalize the committee's proposed changes of the LA&PS Dean's Award for Excellence in Teaching's terms of reference. Changes were also made to the size of the overall nomination package, to assure consistency across files. The modifications are presented below.

Please **denote additions in bold, blue, underlining, and strikethrough for deletions.**

If change is in Title, add both the Long version and Short version of title

Existing Copy (Change From):	Proposed Copy (Change To):
<p>Example: Delete this text.</p> <p><u>Deadline for Nominations: Last day of Winter term classes</u></p> <p><u>Online Nomination Package Submission</u> 2016-2017 Deadline: April 5, 2017</p> <p>These awards have been created in order to celebrate and honour excellence in teaching in the Faculty of Liberal Arts & Professional Studies and in so doing, to recognize quality teaching as one of the Faculty's reputational strengths, with the following specific objectives in view:</p> <ul style="list-style-type: none"> • To promote the adoption of excellent teaching practices that foster deep, engaged learning; • To recognize and promote commitment to teaching in innovative and transformative ways to foster student success; • To recognize and promote faculty members' commitment to York's instructional priorities in the areas of first year experience, Experiential Education and e-learning; • To recognize and promote faculty members' commitment to Teaching, Learning and Student Success. <p>Eligibility:</p> <p>One award will be offered in the following categories each year. All teaching faculty within the following categories are eligible:</p> <ul style="list-style-type: none"> • Tenured faculty with six years of teaching experience in LA&PS • Contract faculty, adjunct faculty, or CLAs who have taught a minimum of 30 credits in LA&PS • Teaching Assistants who have been a TA in courses equal to or exceeding 9.0 credits in LA&PS. 	<p>Example: <u>Add</u> this text.</p> <p><u>Deadline for Nominations: Last day of Winter term classes</u></p> <p><u>Online Nomination Package Submission</u> <u>2017-2018</u> Deadline: <u>May 1st, 2018</u></p> <p><u>These awards have been created in order to celebrate and honour excellence in teaching in the Faculty of Liberal Arts & Professional Studies. Exceptional teachers are nominated by their teaching community (i.e. colleagues and students), rather than self-nominated. In so doing, this award recognizes quality teaching as one of the Faculty's reputational strengths, with the following specific objectives in view:</u></p> <ul style="list-style-type: none"> • To promote the adoption of excellent teaching practices that foster deep, engaged learning; • To recognize and promote commitment to teaching in innovative and transformative ways to foster student success; • To recognize and promote faculty members' commitment to York's instructional priorities in the areas of first year experience, Experiential Education and e-learning; • To recognize and promote faculty members' commitment to Teaching, Learning and Student Success. <p>Eligibility:</p> <p>One award will be offered in the following categories each year. All teaching faculty within the following categories are eligible:</p> <ul style="list-style-type: none"> • <u>Faculty (tenured or probationary tenure-stream faculty) with four years of teaching experience in LA&PS</u> • Contract faculty, adjunct faculty, or CLAs who have taught a minimum of 30 credits in LA&PS • Teaching Assistants who have been a TA in courses equal to or exceeding 9.0 credits in LA&PS.

Award winners become eligible again after six years. Members of the Committee on Teaching, Learning and Student Success and members of the Dean's Award for Teaching Excellence Adjudication Sub-Committee are not eligible to apply for this award during their year(s) of service. The Committee on Teaching, Learning and Student Success looks forward to receiving nominations from all units.

Application Process:

Nomination packages of ~~25~~ pages or fewer, with the following components welcomed:

- 1) Nomination letter from the Department or a nominating colleague
- 2) ~~Teaching Dossier (maximum 10 pages)~~
- 3) ~~Student letters (maximum 5)~~
- 4) ~~Other letters of support (maximum 3)~~
- 5) Summary of course evaluations

Below are some suggestions on what might be considered within these ~~five~~ categories:

1) Nomination letter:

Each year, Departments are encouraged to nominate candidates in each of the above categories as follows:

- Large departments: up to three nominations per category
- Medium departments: up to two nominations per category
- Small departments: up to one nomination per category.

The Department or a nominating colleague may submit a nomination letter, outlining the nominee's particular distinctions in teaching within the unit.

Award winners become eligible again after six years. Members of the Committee on Teaching, Learning and Student Success and members of the Dean's Award for Teaching Excellence Adjudication Sub-Committee are not eligible to apply for this award during their year(s) of service. The Committee on Teaching, Learning and Student Success looks forward to receiving nominations from all units.

Application Process:

Nomination packages of 15 pages or fewer, with the following components welcomed:

Please note that application packages greater than 15 pages will not be considered.

- 1) Nomination letter from the Department or a nominating colleague (maximum 1000 words)
- 2) Statement of Teaching and Learning (Philosophy and Practice) maximum 2000 words
- 3) Letters of support from students and colleagues (maximum 5 letters and 1000 words per letter; at least two from students and one from a supporting colleague).
- 4) Summary of course evaluations

Below are some suggestions on what might be considered within these four categories:

1) Nomination letter:

Each year, Departments are encouraged to nominate candidates in each of the above categories as follows (not to exceed a total of four nominations across all categories per department):

- Large departments: up to three nominations per category
- Medium departments: up to two nominations per category
- Small departments: up to one nomination per category.

The Department or a nominating colleague may

~~2) Teaching dossier (maximum 10 pages): (the Teaching Commons at York offers support on how to prepare a Teaching Dossier)~~

- To include a statement of teaching philosophy
- To provide succinct examples of the methods used to achieve teaching goals relevant to the award (examples may include retention rates, course outlines, syllabi, assignments, tests, learning outcomes, etc.).

~~3) Student letters of support (maximum of five):~~

~~Up to five student letters may be included. Students may write a letter of nomination or a letter of support. If more than five letters have been submitted, it is recommended that the nomination letter include a summary of the additional student letters.~~

Guidelines for students include:

- *In what capacity do you know this instructor (course, tutorial etc.)?*
- *Describe a significant learning experience you had with this instructor?*
- *What significance or impact has this learning had on you?*
- *How has this instructor guided, mentored or supported your learning?*
- *Are there any additional comments you would like to make about this instructor?*

~~4) Other letters of support (maximum of three):~~

~~To be collected by the candidate or the nominating unit and submitted with the nomination package. Letters of support may be of any of the following types:~~

a) Discipline Expert's Letter:

A discipline expert (from York or from outside York) would focus on teaching and learning issues, which can only be addressed from the perspective of the discipline. Ideally, this person would be familiar with the course outlines, required readings and assignments in courses taught by the nominee and could comment on how well the nominee addresses unique challenges of the course.

submit a nomination letter, outlining the nominee's particular distinctions in teaching within the unit.

2) Statement of Teaching and Learning (Philosophy and Practice) (maximum 2000 words)

- To include a statement of teaching philosophy
- To provide succinct examples of the methods used to achieve teaching goals relevant to the award (examples may include retention rates, course outlines, syllabi, assignments, tests, learning outcomes, etc.).

3) Letters of support from students and colleagues (maximum 5 letters and 1000 words per letter; at least two from students and one from a supporting colleague):

a) Guidelines for students include:

- *In what capacity do you know this instructor (course, tutorial etc.)?*
- *Describe a significant learning experience you had with this instructor?*
- *What significance or impact has this learning had on you?*
- *How has this instructor guided, mentored or supported your learning?*
- *Are there any additional comments you would like to make about this instructor?*

b) Discipline Expert's Letter:

A discipline expert (from York or from outside York) would focus on teaching and learning issues, which can only be addressed from the perspective of the discipline. Ideally, this person would be familiar with the course outlines, required readings and assignments in courses taught by the nominee and could comment on how well the nominee addresses unique challenges of the course.

c) Teaching Colleague:

A teaching colleague could focus on pedagogical practices of the nominee, their

b) Teaching Colleague:

A teaching colleague could focus on pedagogical practices of the nominee, their strengths as an educator, the clarity of learning objectives, pedagogical tools used, and the effectiveness and creativity of teaching methods and assessments.

c) Undergraduate Director, or Program Coordinator, or Chair

This referee could provide context for the nominee's teaching with the overall program curriculum.

d) Other Letters:

Other letters may be from teaching assistants or other colleagues who have worked with or are familiar with the nominee's work.

strengths as an educator, the clarity of learning objectives, pedagogical tools used, and the effectiveness and creativity of teaching methods and assessments.

d) Undergraduate Director, or Program Coordinator, or Chair

This referee could provide context for the nominee's teaching with the overall program curriculum.

e) Other Letters:

Other letters may be from teaching assistants or other colleagues who have worked with or are familiar with the nominee's work.

5) Summary of Course Evaluations

It is recommended that course evaluation results be presented in a consistent fashion, using the summary form provided by the Committee on Teaching, Learning and Student Success, with an explanation for any missing course data.

Tenured faculty: would include summary data from the most recent ~~six~~ years of teaching, indicating the standard teaching load in the unit.

Contract faculty: would include summary data for the most recent courses totaling 30 credits taught in LA&PS.

Teaching Assistants: would include summary data, if available, for courses equaling a minimum of 9 credits taught in LA&PS.

Criteria:

Below are the key principles on which we assess the strengths of nominations. It is not an exhaustive list and nominees may wish to include additional relevant elements in their file. The Adjudication Sub-Committee will also weigh these criteria differently, as appropriate, to the different categories: tenure-stream, contract and teaching assistant categories.

4) Summary of Course Evaluations

It is recommended that course evaluation results be presented in a consistent fashion, using the summary form provided by the Committee on Teaching, Learning and Student Success, with an explanation for any missing course data.

Tenured **or probationary tenure-stream** faculty: would include summary data from the most recent **four** years of teaching, indicating the standard teaching load in the unit.

Contract faculty: would include summary data for the most recent courses totaling 30 credits taught in LA&PS.

Teaching Assistants: would include summary data, if available, for courses equaling a minimum of 9 credits taught in LA&PS.

Criteria:

Below are the key principles on which we assess the strengths of nominations. It is not an exhaustive list and nominees may wish to include additional relevant elements in their file. The Adjudication Sub-Committee will also weigh these criteria differently, as appropriate, to the different categories: tenure-stream, contract and teaching assistant categories.

- i. Evidence of deep and sustained student learning;
- ii. Evidence of support for student growth and development;
- iii. Clear learning objectives and priorities, appropriately aligned with teaching methods, assessments and assignments;
- iv. Engagement with and contributions to scholarship and/or a community of practice in the field of teaching and learning;
- v. Evidence of contributions to curricular development and/or leadership in teaching.

Adjudication Process:

The Adjudication Sub-Committee is appointed by the Committee on Teaching, Learning and Student Success, and consists of faculty members who have distinguished themselves in teaching, to include:

- One YUFA colleague from the humanities
- One YUFA colleague from the social sciences
- One YUFA colleague from professional studies
- One contract faculty member
- One undergraduate student representative recommended by the LA&PS Student Council.
- One Teaching Assistant
- One *ex-officio* representative from the Committee on Teaching, Learning and Student Success who will chair the Sub-Committee and report on the process of deliberation.

The Sub-Committee will review the nominations and recommend candidates to the Dean. The Sub-Committee may declare a failed process if its members judge that the nomination files in a category do not satisfy the criteria for the award. The Sub-Committee also reserves the right, in exceptional circumstances, to carry the nominations forward to a subsequent year. The Sub-Committee may also notify the unit Chair of nominations it judges to be ideal candidates for the University-wide teaching award and for other external awards to encourage wider recognition of the teaching excellence.

Timelines

Last day of Winter term classes – deadline for submission of nominations

- i. Evidence of deep and sustained student learning;
- ii. Evidence of support for student growth and development;
- iii. Clear learning objectives and priorities, appropriately aligned with teaching methods, assessments and assignments;
- iv. Engagement with and contributions to scholarship and/or a community of practice in the field of teaching and learning;
- v. Evidence of contributions to curricular development and/or leadership in teaching.

Adjudication Process:

The Adjudication Sub-Committee is appointed by the Committee on Teaching, Learning and Student Success, and consists of faculty members who have distinguished themselves in teaching, to include:

- One YUFA colleague from the humanities
- One YUFA colleague from the social sciences
- One YUFA colleague from professional studies
- One contract faculty member
- One undergraduate student representative recommended by the LA&PS Student Council.
- One Teaching Assistant
- One *ex-officio* representative from the Committee on Teaching, Learning and Student Success who will chair the Sub-Committee and report on the process of deliberation.

The Sub-Committee will review the nominations and recommend candidates to the Dean. The Sub-Committee may declare a failed process if its members judge that the nomination files in a category do not satisfy the criteria for the award. The Sub-Committee also reserves the right, in exceptional circumstances, to carry the nominations forward to a subsequent year. The Sub-Committee may also notify the unit Chair of nominations it judges to be ideal candidates for the University-wide teaching award and for other external awards to encourage wider recognition of the teaching excellence.

Timelines

Last day of Winter term classes – deadline for submission of nominations

May/June – adjudication Sub-committee to make its recommendation to the Dean
September/October – recognition and awards announced

Recognition and Award

It is recommended that:

- Awards be presented at Faculty Council with a reception to recognize teaching award winners
- Award winner(s) receive funding to attend the STLHE conference, or an alternate teaching conference or to complete a teaching project
- The names of winners be published on the LA&PS Teaching and Learning website and on University webpages (e.g. Y-File, Teaching Commons).

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The Senate of York University

Meeting Synopsis

The 639th Meeting of Senate
held on Thursday, November 23, 2017

Remarks

The Chair of Senate, Professor Lesley Beagrie of the Faculty of Health, reported that the Academic Standards, Curriculum and Pedagogy Committee had agreed to remediation plans for students currently enrolled in the York-Sheridan Design Program and the York-Seneca Professional Writing Program. Accommodations were necessitated by the duration of the strike at Colleges of Applied Arts and Technology. Senate Executive concurred with ASCP's proposals. The Chair asked that Senators continue to reserve time for the meeting scheduled on December 14. The Executive Committee will announce the status of the meeting as soon as possible.

The President of York University, Rhonda Lenton, focused her remarks on transition matters including implementation of Institutional Integrated Resource Plan recommendations and local IRPs. Her personal priorities include enhancing York's reputation, supporting the University's vision, building strong communities, establishing the Markham Centre Campus as a city builder, and positioning Glendon. She provided a status report on searches for the Vice-Provost Academic and Provost, Deputy Provost Markham and four Deans along with consultations on the creation of a Vice-President Engagement and Equity portfolio. Pointing to Employee Engagement Survey results, the President urged a dialogue highlighting the question of what can be done at York to understand, promote and achieve excellence. Closing comments on academic freedom in the current context led to a brief discussion during which Senators shared their perspectives on this enduring bedrock value.

The monthly "Kudos" report on the achievements of members of the York community can be accessed with other documentation for the meeting.

Senate Committee Member Elections

Senate acclaimed a candidate recommended by Senate Executive to serve on the Tenure and Promotions Committee and approved a slate of nominees for the contract faculty member position on Academic Standards, Curriculum and Pedagogy Committee. An e-vote will be conducted to elect the ASCP member.

Notices of Statutory Motion

Academic Standards, Curriculum and Pedagogy gave notice of its intention to recommend approval of the following new degree types:

- Master of Supply Chain Management (Schulich School of Business / Faculty of Graduate Studies)
- Master of Marketing (Schulich School of Business / Faculty of Graduate Studies)

The Senate of York University

Meeting Synopsis

Approvals

Senate approved, in principle, revisions to Senate's *Common Grading Scheme for Undergraduate Faculties*. Principal elements of the ensemble of amendments include a change from the current 9-point letter scale to a 13-point letter scale (including minus grades) along with the calculation of grades to a weighted GPA with 4.0 as the maximum. These and other adjustments will be the subject of further consultation before final approval is sought.

Major Reports

Under the auspices of the Academic Policy, Planning and Research Committee, Vice-President Research and Innovation Robert Haché provided Senate with an annual report on research. The report is accessible from the Senate Meeting website.

Committee Information Items

Executive

The Executive Committee's information items included the following:

- the issuing of a call for expressions of interest in membership on Senate committees and other positions elected by Senate
- the approval of members of Senate committees nominated by student Senators
- the autumn meeting of Senate committee chairs and secretaries

Academic Policy, Planning and Research

APPRC provided information on these items:

- planned resumption of a collegial dialogue initiated by the Committee's request for Faculty input on tracking progress to the achievement of objectives
- preliminary details about an APPRC / ASCP "Forum of Ideas" devoted to successful program renovation and redevelopment
- the questions addressed to the Deans, Principal and University Librarian in the annual conversation about the state of academic planning
- an update report planned for January on the Institutional Integrated Research Plan
- a discussion of Markham Campus Planning at the APPRC meeting of November 30 and the expectation that a substantial report will be made to Senate thereafter

Academic Standards, Curriculum and Pedagogy

ASCP reported that it had approved minor changes to degree requirements proposed by the following programs in the Faculty of Liberal Arts and Professional Studies:

The Senate of York University

Meeting Synopsis

- Specialized Honours BCom-ITEC program
- BA programs in Communications Studies

Appeals

The Appeals Committee presented its annual report on Faculty- and Senate-level petitions and appeals decisions. It also advised that efforts are underway to modernize the policy framework governing appeals.

Additional Information about this Meeting

Please refer to the full Senate agenda and supplementary material posted online with the November 23, 2017 meeting for details about these items.

<http://secretariat.info.yorku.ca/senate/meeting-agendas-and-synopses/>

December Meeting of Senate (Subject to Confirmation)

Senate's next meeting is scheduled for 3:00 p.m. on **Thursday, December 14, 2017**
subject to confirmation.