



**FACULTY COUNCIL**  
**Tuesday, November 21st, 2023**  
**Microsoft Teams Meeting (Online)**  
**4:15 PM – 6:15 PM**

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**Meeting Minutes**

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**Attendees:**

Brett Favaro; *Dean*  
Jeff Dyck; *Assoc. Dean*  
Erika Eliason; *Assoc. Dean*  
Ashley Schneider; *Recording*  
Allyson Rozell; *Chair*  
Alex Lyon  
Catherine Chow  
Casey McConill  
Christina Iggulden  
Christian Lange  
Fergal Callaghan  
Korri Thorlacius  
Laura Bryce  
Nicole Tunbridge  
Melissa Drury  
Michael Adams  
Muskandeep Kaur  
Nadia Henwood  
Samaneh Ghanzafari Hashemi  
Tyron Tsui

**Regrets:**

Alan Davis  
Cameron Lait  
Lana Mihell; *DBM*  
Mike Coombes; *Vice-Chair*  
Asiyeh Sanaei  
Leah DeBella  
Martina Solano Bielen  
Mary Hosseinyazdi  
Michael Kiraly  
Sepideh Tahriri Adabi  
Tanya Boboricken  
Xavier Ardez

**1. Approval of the Agenda of November 21, 2023**

*The agenda was approved as distributed.*

**2. Approval of the Faculty Council Minutes of October 17, 2023**

*The minutes were approved as distributed.*

**3. Business Arising:**

- Chair's Update regarding request to amend the Faculty of Art's Double Minor Degree: memo should be sent to Faculty of Arts this week following further discussion.

**4. Reports:**

**a. Chair's Report:**

- The name of the Faculty has officially changed to "Faculty of Science"

**b. Dean's Report:**

- Name change is in effect immediately, but various steps could take until September 2025 to be fully enacted. The steps that will take the longest have to do with technical changes like the website or the University calendar with the registrar.
- Reminder that it is very important we do not advise students against progressing through their program, as even though a program may change in the future it still has to make it through a series of approval steps, and there are transition plans in place for students currently in the program.  
Please refer students to our advisors for program progression questions.
- The structure of Ed Planning has changed this year. We will be mapping out a yearly plan based on past course offerings. Chairs will be reaching out to their departments to discuss any changes.
- Roberts Rules of Order – In Brief – 3<sup>rd</sup> edition  
Everyone that participates on Faculty Council, or a subcommittee, or as a department chair, will receive a copy of this book. It serves as a handbook for how to use Robert's rules and run meetings like this. We would like to make sure everyone has the support and instructions to feel confident in these meetings.
- Kwantlen Science Challenge was a huge success. Thank you to all who contributed!  
We want to make sure we are supporting the best we can, so please give us any feedback you have. We want to see lots more of these kinds of successes.

**c. Senate Reports:**

Senate, October meeting:

- As part of the initiative to provide increased recognition for prior learning, Senate passed a motion that will allow students who have completed a KPU Trades and Technology program (including two programs in the School of Horticulture) to "receive credit as Recognized Prior Learning when they are admitted to an Undergraduate level credential at KPU".
- Senate approved Richard Popoff's nomination to represent our Faculty on the Senate Standing Committee on Curriculum and Allyson Rozell's nomination to the Senate Executive Committee.
- Senate approved the academic schedules for 2024/25, 25/26, and 26/27. The Spring terms will include two non-instructional days in January for new student orientation. The 25/26 and 26/27 schedules can be revisited next year and amended if necessary.

Senate, November meeting:

- The Program Concepts and Full Proposals for two new proposed programs were approved: Citation in Could Architecture and Security, and Diploma in Front-End Development for Interactive Applications.
  - Budget updates by Kristine Kidd (Interim Director, Financial Operations)
    - Update on this year's budget: A report (called a "variance report") on the university's finances for this fiscal year up to August 31<sup>st</sup> was presented. Not counting revenue from the sale of land, so far this year we are running a surplus compared to what was expected. This is mostly due to underspending in some areas of the budget (salaries in particular) and higher than expected interest rates for our investments. Discussions with the Ministry are underway regarding if or how an end-of-year surplus could be used.
    - Update on development of 2024/25 budget: The ongoing budget is expected to be the same as it is this year. There will be no room for any additions to the ongoing budget, though there is expected to be an increase in the one-time-only budget of \$15M (mostly due to reduction of salary expenses and increases in investment income). So, the net additional budget that will be available is \$9.1M for one-time-only expenses. The university executive met last week to discuss the budget requests that have been received.
  - A preliminary proposal for the establishment of a Faculty of Graduate Studies was presented by Dr David Burns. Senate voted in favour of further consideration of the proposal. A Task Force headed by the Provost or designate(s) will be formed to carry out consultations leading to a full written proposal that will be submitted to Senate and the Board in April.
  - Senate voted to rename KPU's 'White Paper on Research and Scholarship' to the 'KPU Research Advancement Strategy'.
  - After the meeting, President Davis gave a presentation entitled "Towards a Global Education Strategy at KPU". It summarized the work done so far by a KPU Global Task Force (established 2022) and outlined next steps."
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- **Senate Standing Committee on Program Review (SSCPR):**
    - The Brewing and Brewery Operations Quality Assurance Plan was approved by the committee.
  - **Senate Standing Committee on University Budget (SSCUB):**
    - Updates on the current fiscal year and on the development of next year's budget were presented (see notes from November Senate meeting above).
  - **Senate Standing Committee on Academic Planning and Priorities (SSCAPP):**
    - Coming forward at the next meeting:  
Program Discontinuance: Diploma in Applied Business Technology  
Curricular Action Plan for Generative Artificial Intelligence
  - **Senate Standing Committee on Curriculum (SSCC):**
    - Procedurally: there was a regular SSCC meeting and special SSCC meeting called on the 8<sup>th</sup> to cover missing course outlines.

- **Senate Standing Committee on Research (SSCR):**
  - Voted to rename KPU's 'White Paper on Research and Scholarship' to the 'KPU Research Advancement Strategy'. This is a much more inclusive name based on the exclusionary history of the name "White Paper"
  
- **Senate Standing Committee on Teaching and Learning (SSCTL):**
  - Received reports from various departments:
  - Teaching and Learning Commons newsletter is out
  - The Learning Centre is reporting an increase in registration for their study skills workshops for students – a good reminder for faculty that they offer these
  - Academic Integrity Unit reported their new position – Academic Integrity Liaison Also highlighted student liaisons and the new use of 'Turn It In' draft coach
  
- **Senate Standing Committee on Policy (SSCP):**
  - Initial proposal for Graduate Studies:  
Link to post on draft Policy AC5: <https://wordpress.kpu.ca/policyconsult/?p=502>  
Link to post on omnibus policy revision:  
<https://wordpress.kpu.ca/policyconsult/?p=506>

#### d. Committee Reports

- **Curriculum Committee:**
  - Orientation to CIM (Course Leaf) software was hosted for this committee
  
- **Academic Planning and Priorities:**
  - Diploma in Brewing and Brewery Operation plans to temporarily suspend the portfolio from the admission requirements.
  - Hiatus of the Urban Ecosystems Program:  
Suspension of this program has been ongoing and the program review is currently underway. This suspension gives clarity to the status of the program and a deadline for having the review done.

**MOTION:** The Bachelor of Horticulture Science, Major in Urban Ecosystems program be suspended from January 2024 to Aug 2025.

**Moved:** Nicole Tunbridge **Seconded:** Korri Thorlacius; **Motion Carried.**

- **Research:**
  - Whereas there is approximately \$3M of unspent funds that accumulated during the pandemic; and
  - Whereas these monies are part of the value of the Collective Agreement and are owed to faculty; and
  - Whereas there is an established process in place as per the 0.6% PD fund for the distribution of monies,
  - Then be it resolved that the Faculty Council for Science and Horticulture supports the proposal made by the KFA for a Research and Scholarly Activity Fund pilot.

**MOTION:** THAT Faculty of Science Faculty Council support the proposal made by the KFA for a Research and Scholarly Activity Fund Pilot



**Moved:** Korri Thorlaciuss **Seconded:** Melissa Drury; **Motion Carried.**

- **Nominations and Governance:**
  - Nothing to report.

**5. New Business:**

- Nothing arising.

***Meeting adjourned by Chair at 4:58 PM***

**Date of next Faculty Council:** December 19, 2023