MINUTES
Department Council Committee Meeting
DEPARTMENT OF EDUCATIONAL POLICY STUDIES

September 21, 10:00 am - 12:00 pm, 7-152 Education North


Regrets: J. Sinclair, M. Stewart-Harawira

1. Guest Presentation, Office of the Dean of Students update from H. Vallianatos.

   Motion: It was moved by B. Stelmach, seconded by J. da Costa that the Agenda be approved.
   CARRIED

3. Approval of Minutes dated April 13, 2018
   Motion: It was moved by B. Stelmach, seconded by B. Madden, that the minutes be approved.
   CARRIED

   It was noted by L. Prochner that regrets will only be recognized in the minutes by those who send them.

4. Library Report
   An update from the library was presented by K. Koch

5. Undergraduate Program Report
   N. Steinhauer presented on the status of the Undergraduate Program. Noted that the review committee has collected approximately 400 surveys from graduates and found a trend of student dissatisfaction regarding a lack of cohesiveness or planning in the program. An attendee commented that more attention should be given to ethics articles as the textbook is silent on ethics and law.
6. **EDPSGSA Report**  
A. Alshammiry presented the Educational Policy Studies Graduate Students’ Association report. They noted that committee elections occurred on 12 September with 2 students withdrawing names and one vacant position remaining.

7. **EDPS Chair’s Report**  
L. Prochner presented the Chair’s report.

### 7.1 Spring Retreat Action Items

A. Prioritize training of graduate students. Teaching development opportunities are available as Teaching Assistantships as requested by faculty members. Teaching skills can also be supported by FGSR programs such as the Graduate Teaching and Learning Program. The department can choose to make teaching assistantships a priority in its allocation of GRA/TA funds.

**Questions**
- It was asked who determined and announces funding to students. L. Prochner responded that it is announced to faculty members, students apply and faculty members decide.
- It was asked how has the budget been allocated. I. Martyniak responded that this can be provided via email.
- It was asked that clarification on the graduate funding process be provided. L. Prochner responded that we can look into clarifying the process.
- It was asked that it is made clear that funds for GRA/GTA are separate from grant funding. I. Martyniak responded that because of budget pressures funding is decreasing. It was noted that faculty members can apply for research grants to increase funding for students.

B. Listing of priority in hiring decisions among course instructors. Recruitment follows university regulations and collective agreements. The department selection criteria for Graduate Assistantships follows the GSA Collective Agreement.

C. Further data collection. The survey was helpful and will be continued by the Associate Chair, Graduate working with the EPGSA.

D. Articulation of what ‘guaranteed’ student funding would look like. FGSR is continuing to explore the potential for Guaranteed Minimum Funding of $18,000/year from all sources combined for full-time doctoral students. However, with current budget constraints, the future of the proposal is uncertain. On its own, the department cannot guarantee minimum student funding from its operating budget; the allocation for Graduate Assistantships is not predictable.
7.2 Budget Model

Draft model is under discussion with implementation projected to begin in budget year 2020-2021. New model ties resources with student enrolment and research as metrics for budget allocation. At a meeting of Charis' Council the Provost described the department chairs' role in the budget model as (1) ensuring efficient use of space, (2) encouraging greater participation in external funding application, (3) creating programs that attract students, (4) managing course and program enrolments, (4) facilitating revenue generation, (5) fundraising.

Questions:
○ It was asked if there is an expectation for revenue generation through faculty or programs? L. Prochner noted it will be done through cost-recovery, and the department is expected to generate revenue but not individual faculty members.
○ It was asked how will enrolments work at the department level if EDPS does not have an undergraduate program. I. Martyniak commented that we do not know as this is at the proposal stage.
○ It was asked if the Government of Alberta moratorium has been lifted on new revenue generating programs? L. Prochner responded that various scenarios are being explored and there is planning if the government changes in the next election.

7.3 Administrative Staff

Faculty budget reductions and the move of SLIS into Education North have coincided with and administrative restructuring within the Faculty of Education. I. Martyniak now serves as Assistant Chair for both EDPS and SLIS with admin staff working in both. Administrative restructuring will continue in fall with centralization of Finance and Human Resources, as directed by the Dean's office.

Questions:
○ It was asked is this the centralization of faculty? L. Prochner and I. Martyniak noted that only Finance and HR are being centralized. I. Martyniak responded that budget will remain in department; only day-to-day operations being centralized.
○ It was asked if chairs have been de-designated? L. Prochner replied that there is no discussion to de-designated.

7.4 Space

Administrative office for SLIS and EDPS has been merged into 7th Floor Education North with shared mailroom. EDPS and SLIS are sharing teaching space. Plans are underway for a renovated kitchen, lounge, and student offices for SLIS with sharing of the EDPS kitchen and student lounge in the interim.

7.5 Faculty Renewal
There is a pause on new positions to allow Faculty renewal to be considered in context with the strategic plan in the coming months. Expects that discussion of renewal will include discussions on retention and diversity.

Questions:
- It was asked when was hiring frozen as there have been recent hires? L. Prochner noted that of two recent hires one has special funding and the other was previously underway; both planned before the freeze. Funding from the Provost’s office is not included in our general numbers.
- It was asked if faculty members are being asked to advocate for their own positions. L. Prochner responded that faculty renewal will take place in context of the strategic plan, when it is released.
- It was asked what role students plan in advocating for specific representation for scholarly work. L. Prochner responded that there is no current process; once notification from the Dean is received that a position is being created faculty members and students can be consulted.

7.6 Funding and Awards

There were 25 graduate students who received awards in 2017-2018, including 10 who received the Indigenous Graduate Award, for a total value of $392,550.

Congratulations to EDPS faculty members who received Government of Canada Social Sciences and Humanities Research Council (SSHRC) Insight funding for their research projects.
- S. Carpenter. "Post-Secondary Prerequisite: Understanding University Access Initiatives for Adult & Non-Traditional Learners"

Department colleagues have received the following grants for projects supporting teacher and leadership innovation:
- Compulsory Aboriginal Education Coursework Toward a Revised TQS Compliance and Implementation - headed by R. Sockbeson
- Leadership Development Programs Leading to Certification - J. da Costa, N. Steinhauer, D. Hunter, H. Kanuka, B. Stelmach
- ATEP Pre-service Mentorship Project - E. Steinhauer
- Documentation, Mobilization, and Cultivation of Capacity for Innovation in Pre-service FNMI Teacher Education - E. Steinhauer
- Environmental Education Indigenous Youth Program, Sponsor: Alberta Energy Regulator - PI M. Stewart-Harawira

B. Madden received the EdCan Network’s 2018 Pat Clifford Award for Early Career Researchers
8. **New Business**

D. Da Costa requested awards committee to make evaluation criteria more transparent to help mentors train students towards success, especially in context where we have no guaranteed funding.

S. Carpenter, on behalf of the Research and Scholarship committee, announced they want to begin “brown bag” lunch presentations where faculty and students work in teams to present on their specializations.

C. McIntyre announced the EDPSGSA is currently collecting student publications for public display. Also highlighted areas for improvement regarding resources for students.

Meeting adjourned 11:43 am.