Call to Order (1002)

1. **Approval of Agenda dated 18 January 2019**
   
   **Motion:** It was moved by I. Martyniak, seconded by J. Anuik, that the agenda be approved.
   
   **CARRIED**

2. **Presentation by E. Simmt on proposed Graduate Certificate in School Leadership.**
   
   E. Simmt, Associate Dean Graduate Programs, presented on the proposed Graduate Certificate in School Leadership. The following points were raised:
   
   - Tuition framework is designed as cost recovery. The faculty is working on specifics of funding under the proposed budget model
   - Faculty is piloting alternative delivery programming to accommodate regional educational delivery and working with Faculté Saint-Jean to align programing
   - Discussion about students accessing courses outside of the department. E. Simmt confirmed the faculty wants students to be able to access courses outside of the department.

3. **Approval of Minutes dated 19 October 2018 (1041)**
   
   **Motion:** It was moved by J. Sousa, seconded by J. da Costa, that the minutes be approved with the addition of J. Anuik to regrets.
   
   **CARRIED**
4. **Library Report, D. Feisst (1042)**

D. Feisst, interim library head presented the report (included in agenda package). Noted they will be hiring a sessional librarian.

5. **Undergraduate Studies Coordinator Report, N. Steinhauer (1045)**

N. Steinhauer presented the report (included in agenda package) with notes on the following:

- Fees will be proposed for EDU 100/300 to cover the experiential component. It was asked if the funds will be available for other uses; N. Steinhauer responded that has not yet been determined. Clarified that EDU 300 is for transfer students.
- The proposed 401 course is for ATEP students.

6. **Graduate Program Coordinator Report, J. Sousa (1050)**

J. Sousa presented the report (included in agenda package) including discussion on guaranteed graduate student funding and the graduate student funding survey. There is current uncertainty around funding under the proposed budget model. The following was discussed:

- Concern was expressed about prospective students choosing other programs with guaranteed funding. J. Sousa. discussions on graduate student funding is ongoing.
- It was commented that graduate students want more teaching opportunities within department and in other faculties.
- It was asked if more information relating to funding can be included in the offer letter. I. Martyniak responded that there are too many factors to customize letters.
- It was noted that the graduate survey is not fully anonymous as the question answers can be used to identify students. J. Sousa stated data is anonymized when sent out of the department. J. Sousa asked to be sent areas of concern.

The following suggestions were made during discussion:

- Addition of a confidentiality passage to survey
- Change question regarding funding amounts to a range of funding instead of specific numbers

- GAC report on changes to the Academic Calendar relating to English Language Proficiency requirements effective as of the 2021-2022 academic year.

**Motion:** J. da Costa moved, I. Martyniak seconded, that EDPS DC approve the English Language Proficiency Requirement Calendar Change.

12 For / 8 Abstain / 0 Opposed  

**CARRIED**

- Opening registration in core courses to non-EDPS students. Discussion about how far in advance should registration be opened to students outside of the department.
Motion: J. da Costa moved, S. Carpenter seconded, that EDPS DC approve that all of the department’s and specializations’ core courses will be open one month prior to the start of classes for other students to register.
20 For / 2 Abstain / 0 Opposed

CARRIED

- J. Sousa requested item 3.c from his report “Department discussion of the course content and objectives of EDPS 580 and EDPS 581” be moved to next meeting.

7. Educational Policy Studies Graduate Student Association Report (1145)
A. Alshammiry presented the report (included in agenda package).
- J. Sousa expressed appreciation for EPSGSA representation on awards committee.

8. Chair’s Report, L. Prochner. (1150)
L. Prochner delivered the Chair’s Report. General announcements will be circulated via email. The following topics were discussed:
- Green Spaces Certification. Department is currently certified bronze. I. Martyniak added that the office is following recommendations for purchasing with printing/copying an area for improvement. Current stock of water bottles is being used and the department is moving away from buying more.
- The Faculty of Education will be recruiting for new positions following a review of the hiring/selection process. Information will be brought forward as it becomes available.
- Review of graduate programs. A recruitment strategy is needed to increase the number of graduate applications and is currently being discussed. J. Sousa noted the review is currently ongoing. It was requested that L. Prochner deliver, in a future meeting, his vision for the future of the department and the leadership role of professors in the faculty.

Meeting adjourned (1215)