1. Approval of Agenda dated November 24, 2017  
   **Motion:** It was moved by D. Lorenz, seconded by D. da Costa, that the Agenda be approved.  
   **CARIED**

2. Approval of Minutes dated October 20, 2017  
   **Motion:** It was moved by J. Sousa, seconded by D. Hunter, that the Minutes dated October 20, 2017 be approved.  
   **CARIED**

3. Library Report  
   T. Ball presented a report which had been distributed to council prior to the meeting. The report summarized upcoming events and ongoing initiatives by the Library.

4. Undergraduate Program Report  
   S. Carr-Stewart presented a report which had been distributed to council prior to the meeting. A review of the undergraduate program is underway, and feedback is being sought with regard to the review process. It was requested that feedback be provided to S. Carr-Stewart or N. Steinhauer by the following week.

   **Question:** How will individuals be selected to participate in the review?  
   - It was indicated that no selections were currently made and that suggestions on how to select participants are welcomed.

   **Comments:**  
   - Not all students end up in teaching positions after completing the program. Should the program be considering career outcomes that are not teaching? What other ways can we train our students for their careers? Will this be within the scope of our project?  
   - This review should encompass teacher education, and a distinction between this and the previous comments should be made within the review process.  
   - Parents should be included as stakeholders in this review.  
   - Will the faculty be providing research assistance in order to collect data?

5. Graduate Program Report  
   **Motion:** It was moved by J. Sousa, seconded by J. da Costa, that EDPS 501: First Nation, Metis and Inuit Education for School Leaders to be offered in Intersession 2018 be approved.
Discussion ensued, indicating that there is strong support for this course to go forward after a review by the Graduate Affairs Committee. This course fills a gap within the Administration and Leadership Program, and is one of several critical aspects in shifting this program. These shifts are in response to current changes in the province regarding how school leaders may aspire to leadership positions and retain them.

Department Council voted on the above motion.  

CARRIED

6. Educational Policy Studies Graduate Students’ Association Report
B. Denga presented a report that had previously been submitted to council, and outlined the EPSGSA’s ongoing initiatives. The EPSGSA welcomes feedback on how they can successfully move forward within the department.

7. Chair’s Report
L. Prochner presented a report including:

Department Council Retreat 2018:
- Please hold Wednesday, May 2, 2018 in your calendars for the 2018 Department Council Retreat. This is to be held at Alumni House. Further information, including topics of discussion, will be shared in the New Year.

Kitchen Cleanliness:
- A reminder to please leave the kitchen area clean after usage. This including emptying, cleaning, and putting away coffee pots and cups.

Strategic Plan:
- E. Steinhauer is representing the Department in the strategic planning process. An initial meeting has occurred, and feedback is encouraged. An email will follow with the opportunity to respond to the indicated questions and considerations.
  - It was suggested that a meeting be held to facilitate open discussion regarding the strategic plan, as individuals responding to email may not provide the strongest feedback.
    - While this opportunity is worth pursuing, initial feedback is time-sensitive as the next meeting will be held before the Holiday Closure.
    - Feedback will still be welcomed after the upcoming meeting, however, initial discussion and issues raised will heavily shape the planning process.

Budget Reallocation:
- Dean Tupper has provided communication regarding the Faculty budget through email, and through a budget presentation on November 14, 2017. She has invited individuals to submit suggestions, questions, and reflections to the Dean in response to the budget presentation via a Google Form. She has also asked Chairs to bring the topic to their Department Council for discussion. Members of Department Council have all had opportunity to attend the presentation and review the slides. The Faculty of Education needs to reduce its base budget by 4% or $1.2 million for 2018-19.

  - Comments:
    - Such decisions may be difficult to make without a strategic plan being in place. We may need to revisit budgeting decisions once this plan is in place.
    - Why is our department running a surplus, as according to the Dean’s presentation?
      - There are various reasons why the department is running a surplus. Most notable is the absence of an administrative support position that is expected to be filled early next year.
o Can Department Council be provided a budget presentation, so that suggestions and feedback may be informed?
  ▪ This is currently planned to be presented in January.
o Does each individual department have specific amounts to be reduced?
  ▪ This is not clear yet, and departments are awaiting further direction from the Dean.
o How is tuition revenue calculated into our budget?
  ▪ It is not currently, but this is likely to be a factor in the proposed budgeting system.

8. New Business
I. Martyniak presented information on hiring graduate students for research and teaching opportunities. Faculty members who wish to request department-based funding assistance for Graduate Research Assistants (GRA) in the Fall and Winter 2018-19 terms, should do so by March 15, 2018. The availability of department-based funding assistance will be determined by the Department Chair, and is not guaranteed. This does not impact Trust or Research-based funding of GRAs.

  Comments:
  - It would be advantageous to connect hiring of graduate students to our ability to attract and retain high-quality students.

9. Announcements
A celebration of faculty tenure and promotion achievements followed the Department Council meeting.
Dr. Dia Da Costa, Full Professor
Dr. Bonnie Stelmach, Full Professor
Dr. Cora Weber-Pillwax, Full Professor
Dr. Kris Wells, Associate Professor

Meeting adjourned 11:37am.

Next Meeting
January 19, 2018, 10:00am-11:30am
7-152 Education North