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 respond 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 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.
Opening Session
The Chair congratulated J. da Costa for his 25 years of service at the University of Alberta this year.

1. Approval of the Agenda

**Motion:** It was moved by J. da Costa and seconded by D. Hunter to approve the Agenda dated October 19, 2018

**Carried**

2. Approval of Minutes

**Motion:** It was moved by I. Martyniak and seconded by A. Da Costa to approve the Minutes dated September 21, 2018.

**Carried**

Reports and Notices

3. Library Report
K. Koch provided a report on the status of the Library that was sent to Department Council prior to the meeting. The Chair presented the report on behalf of K. Koch's absence. The Buyer Beware: Predatory Publishing Workshop is on November 5, 2018, 3:00-4:00 pm, Coutts Library L-110.

There were no comments or questions.
4. Undergraduate Program Report
N. Steinhauer provided a report on the status of the Undergraduate Program that was sent to Department Council prior to the meeting. It was emphasized that there are 2 senior staff in Undergraduate Student Services (USS); there were previously 4 senior staff positions. USS have been working on how to meet the need of students for counseling support. At the beginning of the year, students were referred to the services at SUB. There is now a graduate student intern that functions in this role. There were no comments or questions.

5. Graduate Program Report
J. Sousa provided a report on the status of the Graduate Program that was sent to Department Council prior to the meeting.

5.1 Calendar Changes

**Motion:** Move to approve that EDPS 563 Calendar Change: Education from a Sociological Perspective change to EDPS 563: Social Justice Education from a Sociological Perspective and the recommended course description. It was moved by J. Kachur and seconded by D. Hunter. **CARRIED**

A Faculty GACC will meet to review the next round of calendar changes by July 1, 2019. Specializations are encouraged to add descriptions for all courses.

5.2 EDPS 501 Course Offering

**Motion:** Move to approve a second offering in EDPS 501: Parent/Caregiver Participation in Schooling. It was moved by J. da Costa and seconded by I. Martyniak. **CARRIED**

5.3 English Language Proficiency Test Scores for Masters and Doctoral Applications

**Motion:** Move that Department Council approve the TOEFL computer-based minimum for the department at 237.
**Motion:** Move that Department Council approve change of the MELAB minimum from 88 to 85.
**Motion:** Move that Department Council approve the change of the IELTS minimum and overall from 6.5 to 7.0.
Nine members were in favor, 4 members were opposed, 6 members abstained. **CARRIED**

J. Sousa added that the wording in the calendar changes are to be reviewed again.

5.4 Update on EDPS 900 Directed Research Project

The capping exercises are in PDF files and located in Google Team Drive. We are currently in the process of developing a system that will allow academic staff and students the ability to access these documents for reference. The signature page and library release form now allow instructors
to add their digital signature or a signed scanned version. Both forms are required to be submitted to J. White, Program Administrator. Please provide any feedback over time.

5.5 **Integrate Teaching into Mentorship of Doctoral Students**

Department Council was asked to discuss if there was a need for a department strategy for teaching and mentorship. J. Sousa previously spoke with S. Carpenter and she agreed to lead an ad hoc working group, if approved by council.

R. Wimmer and L. Shultz expressed a willingness to be part of the working group. EPSGSA also indicated they would like to include one student representative.

Members asked the working group to take into account:
- Funding options available with the department (or across the University). Consider whether this could be part of how we fund our doctoral students.
- The various agreements that may be impacted from this initiative (or vice versa); and
- Consider what impact this initiative might have on assignment of faculty workload.

**Motion:** Move to establish a working group to propose a department strategy for teaching and mentorship of Doctoral Students and to report with a proposal to Department Council by March 2019 Meeting. The motion was approved unanimously.

6. **Chair's Report**

L. Prochner presented the Chair's Report including:

6.1 **Course cancellations and course scheduling**
Six courses in winter term were cancelled quickly due to low enrolment. In the future, instructors, advisors and students will receive at least 1 month notice prior to enrolment review in late September for winter courses. This will provide an opportunity for instructors to advertise their course. Making a decision to cancel a course in early October, gives students time to register in alternate courses and instructor's time to prepare for an alternate teaching assignment. This also means we can do more accurate planning for part-time instructor contracts. Over the past few years, we frequently cancelled low-enrolment graduate courses, but never to this extent. Cancelling courses on this scale shows that our course rotation and scheduling is not working. Our aim is to provide students with a conflict-free pathway to complete their program. Students need a predictable course schedule. As a strategy to achieve this, we will review non-compulsory courses proposed for 2019-20 to ensure that it corresponds with anticipated enrolment capacity. Our aim is not to develop an elaborate protocol for cancelling courses but to plan differently to eliminate course cancellations as far as possible.

6.2 **Space**
Facilities & Operations has prioritized renovation of the department’s conference room as part of its asbestos management program. The work will begin November 8, 2018 and continue until at least the Christmas break.
New Business

7. Graduate Student Funding and Teaching Opportunities

J. Kachur asked for clarification if the discussion of graduate student funding and teaching opportunities is at Department Council or should there be a structure of a committee.

The Chair clarified that Department Council is the place to have these discussions.

Discussion included:

- There are ongoing concerns regarding the strategy taking the next steps from the discussion at the Retreat in May.
- Decisions made by administration support the core of the department in decision-making channels.
- There was frustration from the students at the Faculty Retreat. We are still talking about collecting information instead of moving forward.
- Request for a separate faculty meeting that considers the new budget module to discuss the issue of graduate student funding.
- It has been priority to fund GRAs over GTAs, which was a department decision that moved the department in a particular way.
- The Graduate Affairs Committee could strategize and bring back to Department Council with a proposal.
- The department of Secondary Education has a different funding – 8 graduate students funding and how they are funded.

J. Sousa reminded members of Department Council that graduate funding is not discussed at the Graduate Affairs Committee because it is outside the terms of reference of the committee. According to the current terms of reference, the academic considerations of the graduate program is the primary focus of the Graduate Affairs Committee. J. Sousa stated that the terms of reference could be changed, but needs to be proposed by members of the Graduate Affairs Committee, and ultimately approved at department council.

J. Sousa described the process and conditions practiced in The Department of Secondary Education, and noted that a fundamental difference is that The Department of Secondary Education has a greater presence in the undergraduate program. J. Sousa met with the acting chair of The Department of Secondary Education for clarification of their guaranteed funding. The Department of Secondary Education have a guaranteed funding package for 2 or 3 students per year, and the funding lasts for up to 2 years. A significant portion of the funding package is the expectation that the individual will teach in the undergraduate program, either as the primary instructor or as a GTA.

CLOSING SESSION
8. **Adjournment**

The Chair adjourned the meeting at 12:05 pm.
Department Council Minutes  
January 18, 2019


Regrets: G. Johnson, J. Sinclair

Minutes: C. Mosimann

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

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)
Department Council Minutes (Revised)
February 15, 2019
10:00-11:45 am, 7-152 Education North


Regrets: S. Auger, S. Estrada, D. Feisst, D. Hunter, K. Ingraham

Minutes: G. Johnson

1. Meeting Called to Order (1006)

2. Approval of Agenda dated February 15, 2019 (1006)
   Motion: It was moved by J. da Costa, seconded by B. Stelmach that the agenda be approved. CARRIED

3. Approval of Minutes dated January 18, 2019 (1007)
   Motion: It was moved by J. Sousa, seconded by J. da Costa that the minutes be approved. CARRIED

4. Library Report, L. Prochner on behalf of D. Feisst (1007)
   L. Prochner presented the report (included in agenda package) on behalf of D. Feisst:
   It was noted that the upcoming deadline to accept applications for the Open Educational Resources Awards program is February 28, 2019.

5. Undergraduate Studies Coordinator Report, N. Steinhauer (1010)
   N. Steinhauer presented the report (included in agenda package) with notes on the following:
   ➢ EDU 100/300 fees will not be applicable to all fees for now because there is a freeze in tuition.
   ➢ Proposed EDU 401 courses are not for discussion at DC as there is no opportunity to discuss the course outlines. New courses would be reviewed by EDPS UAC and after approval will be addressed to DC.
   ➢ Teacher shortage especially in rural areas, particularly in French Language, CTS and Math. These are the results of a survey administered by CASS and 36 school districts responded.

6. Graduate Program Coordinator Report, J. Sousa (1014)
   J. Sousa presented the report (included in the agenda package) with notes on the following:
   The Leadership Certificate went to FGSR on February 6, 2019 and passed. The certificate is now proceeding through University governance.

6.1 The Graduate Student Funding Survey went live February 14, 2019.
6.2 The EDPS Graduate Assistant Policy and Procedures come into effect March 1, 2019. A call will be sent to the Department Academics for requests for Graduate Student Assistantships.

6.3 Student Awards Application Process
➢ FGSR have developed a new online GSMS Awards application that will include tutorials. Students will submit applications for department awards through a portal. FGSR will communicate more information to students as soon as they can.
➢ The Alberta Graduate Excellence Award is a new award and is a collaboration of 6 Awards including the Queen Elizabeth II Graduate Scholarship.

6.4 Doctoral Student Minimum Funding Guarantee
FGSR have developed a working proposal and draft policy for funding students in their doctoral program. The minimum funding guarantee is $18K/annum for 4 years. The proposal includes an implementation date of Fall 2020 or 2021 and will include current students. We are expected at the department level to develop a strategy. This funding will include teaching opportunities, contributions from faculty members’ research grants, and will including awards and scholarships. Discussion followed and it was noted:
➢ Self-funded students may not be guaranteed funding
➢ Some departments offer $15,000 for 2 years tied to GTA’s. Students in Secondary Education are expected to have teaching experience.
➢ The Chair informed that the undergraduate program is in the process of renewal. After the report is released in March, small working groups will be formed to develop proposals for changes. With the renewal, there is potential to reconsider the place of electives.

6.5 Course Content and Objectives of EDPS 580 and EDPS 581

**TABLED TO NEXT MEETING**

7. Chair’s Report, L. Prochner (1110)
L. Prochner presented the report on the following:
➢ The Chair congratulated Drs. Carpenter, Hunter and A. Da Costa on their tenure and promotion to Associate Professor and Dr. Sousa on his promotion to Full Professor. A celebration of their accomplishments will be February 15, 11:45 am, 7-104A Ed North.
➢ The Faculty Annual Report (FAR) is open. Information Sessions will be held on February 21 and March 4. Please RSVP using the Google Form sent by the Vice Dean. New text must be entered into FAR as text would not be transmitted from Bear Tracks. The Chair encouraged Academics to print their current report from Bear Tracks. It was also clarified that administrative support is not available for re-entering material.
➢ Full-time Academic Faculty have been invited to submit proposals to the Strategic Initiatives Funds until funds are depleted. Projects should support work toward the objectives of the Faculty’s Strategic Plan, Education for the Public Good.
➢ The Faculty Engagement Survey is open until March 1. It will be a major planning tool for the Faculty and addressing objectives the for Public Good concerning health and well-being and diversity, inclusivity and equity and identify areas of strength and areas for change.
➢ The Engage 2019 Event will be on March 28. The deadline for submission of research posters is February 25.
➢ The Faculty Teaching Award 2019 recipient is Dr. Evelyn Steinhauer.
Meeting cancellations are due to lack of business to transact as detailed in the FGC Manual. Department Regulations outline monthly meetings are held between September-May. The Chair recommended the TOR for DC be revisited. ACTION ITEM

DC Minutes on website be revisited. ACTION ITEM

New Business

8. Presentation by B. Stirling on Hate Free YEG (1130)

B. Stirling, PhD Student and Co-Founder Hate Free YEG presented on Building a Hate Free Edmonton (included in agenda package) with notes and discussion on the following:

➢ Hate Groups were forming in Edmonton last September and Hate Free Yeg wanted to create hate free spaces.
➢ Hate Group was defined “in addressing the behaviour with the person and learning to respond and asking a person targeted if they would work towards spaces that are safer”.
➢ B. Stirling asked council if they are interested in taking the pledge. It was noted that the Non-Academic Staff Association, UofA have taken the pledge.
➢ Hate Free Yeg wants organizations to provide guidelines and standards and to create leaders. When leadership commits they do have clear commitments to a wider range

The Chair asked if there is a motion to present to take the pledge at the next council. J. Anuik suggested that this department is not ready. J. Sousa added that the department already does what the initiative proposes.

J. Sousa made the motion and D. Kapoor seconded.

Motion: Council to commit the Department to take the Hate Free Pledge.
11 - approved, 3 - opposed, 1 abstained

9. R. Wimmer reported on the Faculty of Education Elections Committee 2019 (1150)

R. Wimmer, Department Representative for Faculty Elections Committee

➢ The first call for committee representation on committees was announced at the Faculty Elections Committee on February 11, 2019. R. Wimmer informed there is a need to be in faculty decisions and encouraged academics to look at the committees and submit nominations to B.J. Werthmann.

Meeting Adjourned (1157)
Department Council Minutes
March 15, 2019
10:00-12:00 pm, 7-152 Education North

Present: L. Prochner (Chair), I. Martyniak (Assistant Chair),
A. Alshammiry, J. Anuik, S. Auger, S. Carpenter, A. Da Costa, D. Da Costa, J. da Costa,
C. Gareau-Brennan, D. Hunter, K. Ingraham, G. Johnson, J. Kachur, H. Kanuka, D. Kapoor,
M. Pinkoski, J. Sousa, N. Steinhauer, M. Stewart-Harawira, R. Wimmer

Regrets: J. Sinclair, P. Steinhauer, B. Stelmach

Minutes: G. Johnson
Recorder:

1. **Meeting Called to Order (1001)**
The Chair welcomed Mark Swanson from The Alberta Teachers’ Association and Celine
Gareau-Brennan from the Library and asked each committee member to introduce themselves.

2. **Approval of Agenda dated March 15, 2019 (1004)**
Motion: It was moved by I. Martyniak, seconded by J. da Costa that the agenda be approved.

3. **Guest Presentation (1004)**
M. Swanson presented on furthering the Alberta Teachers’ Association (ATA) and Faculty of
Education relationships. Teachers employed in Alberta Schools become members of the
Association. The ATA considers one presentation to students in classes and an overview includes:
- Member Services such as assisting teachers with problems/conflicts
- Professional Code of Conduct as pre-service student
- Teaching and Media (pitfalls)
- Contract and Certifications
- Collective Agreements
- Foundation knowledge/Metis
- LQS Master’s Degree level
- Other areas you may be able to identify

Discussion included:
- Requests for presenting at EDU 200 and EDPS 410 classes
- Overlap and redundancy in EDU 100 and EDPS 410 working on materials online
- Different levels of engagement in EDU 100 and start a courses database for students
- Teacher identity in EDU 100 and address some of the issues of teachers such as overwork

M. Swanson indicated he would spend time this summer looking into this.
4. **Approval of Minutes dated February 15, 2019 (1022)**
   Motion: J. Sousa moved, J. da Costa seconded that the minutes be revised at #5 - EDU 100/300 fees will *not* be applicable, and approved.  
   **CARRIED**

**Business Arising (1023)**
5. L. Prochner informed that the last seven years of Department Council Minutes will continue to be posted on the website. After the current minutes are approved, they will be uploaded to the website prior to the next meeting.

**Reports and Notices**
6. **Library Report, C. Gareau-Brennan (1025)**
   EPS Sessional Librarian for one year effective March 1, 2019 - outreach and engagement activities  
   C. Gareau-Brennan presented the report (included in agenda package) and outlined extensive resources she is able to provide to faculty members:
   - Liaison for Social Media
   - Teaching and Research Support
   - Open Access Support
   - Reading List and Reserve Services
   - Library Links in eClass
   - Reference questions, citations
   - Advocate on your behalf for resources and purchases
   - Present an Orientation to the Library in your classrooms
   - Have a student event in the library
   - Up-to-date statistics on education
   - Email: crg@ualberta.ca Phone: 780-492-1658, L-107C Coutts Education Library

7. **Undergraduate Studies Coordinator Report, N. Steinhauer (1030)**
   N. Steinhauer presented the report (included in agenda package) and noted the following:
   - Multicultural and Anti-Racist Education is a proposed EDPS 401 course and will pilot Fall 2019.

8. **Graduate Program Coordinator Report, J. Sousa (1032)**
   J. Sousa presented the report (included in the agenda package).

   8.1 **MOTION 1**: J. Sousa moved, A. Da Costa seconded that EDPS DC approve up to 14 doctoral applications for admission. **CARRIED**

   8.2 **MOTION 2**: J. Sousa moved, J. Kachur seconded that EDPS DC approve EDPS 501 - Climate Change and its Intersections. Policy, Pedagogy, Practice to be offered up to 2 times. **CARRIED**

   8.3 **MOTION 3**: J. Sousa moved, J. da Costa seconded that EDPS DC approve the course title and description calendar change from EDPS 509 Research Design and Data Analysis to EDPS 509 - Research Data Collection and Analysis. **CARRIED**

   8.4 **MOTION 4**: J. Sousa moved, J. da Costa seconded that EDPS DC approve the course title and description calendar change from EDPS 511 - Evolving Concepts in Educational Administration and Leadership to EDPS 511 - Leadership Theories and their Application to Educational Organizations. **CARRIED**
8.5 **MOTION 5**: J. Sousa moved, R. Wimmer seconded that EDPS DC approve the course title and description calendar change from EDPS 512 - Administrative and Leadership Process in Education to **EDPS 512 - Organizational Theory and Education**.  
1 Abstain  
**CARRIED**

8.6 **MOTION 6**: J. Sousa moved, J. da Costa seconded that EDPS DC approve the course title and description calendar change from EDPS 514 - Gender Issues in Educational Administration to **EDPS 514 - Diversity, Equity and Inclusivity in Educational Administration**.  
**CARRIED**

8.7 **MOTION 7**: J. Sousa moved, J. da Costa seconded that EDPS DC approve the course title and description calendar change from EDPS 531 - Supervision of Educational Personnel to **EDPS 531 - Supporting Educator Professional Growth**.  
**CARRIED**

S. Carpenter presented the report (included in the agenda package).  
➢ The Certificate in Teaching and Learning in Higher Education was discussed including its limited enrolment due to its high cost.

10. **Chair’s Report, L. Prochner (1103)**  
L. Prochner presented the report on the following:  
➢ A FEC Working Group has been created. FT faculty have been invited to participate in the consultation on FEC standards and criteria and/or complete a survey. The Working Group will present a draft document at Faculty Council in May 2019.  
➢ The Undergraduate Program Review Report was emailed by BJ. Werthmann on March 14, 2019. The Chair thanked N. Steinhauer and the group for their contributions. The report will be discussed at Faculty Council in April 2019. Faculty were asked to send feedback to Larry or epsea@ualberta.ca regarding:  
  ● Based on the contents of the report, what directions or actions should we pursue?  
  ● What are the priorities in your view?  
  ● In which directions or actions would you like to have direct involvement?  
➢ Think Indigenous 2019 Conference is on March 20-22, 2019 at Enoch, in partnership with U of A Faculty of Education. Many of our colleagues will be presenting papers and panels.  
➢ Faculty Teaching Awards is on March 28, 2019 and Dr. Evelyn Steinhauer will be receiving the Undergraduate Teaching Award.

11. **EDPS 580 and EDPS 581 (1113)**  
The discussion concluded that GAC continues their discussions on EDPS 580 and EDPS 581.

Meeting Adjourned (11:50)
Department Council Minutes
April 12, 2019
10:00-12:00 pm, 7-152 Education North


Regrets: A. Da Costa, S. Estrada, L. Prochner, E. Steinhauer, N. Steinhauer, J. Sinclair

Minutes: G. Johnson
Recorder:

1. *Meeting Called to Order (1008)*
   J. Sousa read the Acknowledgement Traditional Territory. Council was informed that there is no Graduate Report and motions are included under New Business. J. Sousa would not be moving the motions as consulted with GFC Secretary. He asked if anyone was concerned about the role of the Acting Chair speaking to the motion and if so, they were to call a point of order and explain their concern and then a volunteer would be called to chair the meeting.

2. *Approval of Agenda dated April 12, 2019 (1010)*
   **Motion:** It was moved by J. Anuik, seconded by J. da Costa that the agenda be approved.
   EPSGSA asked to include an announcement in the agenda.

3. *Approval of Minutes dated March 15, 2019 (1011)*
   **Motion:** It was moved by D. Hunter, seconded by H. Kanuka that the minutes be approved.

4. Council was asked if there was any Business Arising and there was none.

**REPORTS AND MINUTES**

5. *Library Report, C. Gareau-Brennan (1012)*
   C. Gareau-Brennan presented the report (included in the agenda package) and added:
   - An account is required to access Learning Network section of the standard New York Times
   - Four Seasons of Reconciliation Viewing Sessions on April 29, May 6 and May 13 (watch for upcoming email). This is a multi-media teaching unit that promotes a renewed relationship between Indigenous Peoples and Canadians.
   - How to Avoid Predatory Publishers Session on May 6 and 7 (watch for upcoming email).

   J. Sousa presented the report (included in the agenda package) on behalf of N. Steinhauer.
NEW BUSINESS

7. Graduate Affairs Committee Terms of Reference, J. Sousa (1019)
Graduate student funding added to the GAC TOR was approved at GAC on April 3, 2019.
Discussion included:
- Item 4.1 should read “The GAC may strike ad hoc committees (add “s” to committee)” ACTION
- If GAC can have the ability to make decisions, then the TOR membership should be changed to include elected members representing 4 specializations
- It was clarified that quorum aligns with Faculty GAAC, but another member suggested quorum should be whoever shows up at the meeting
- Members are not allowed to send an alternate to meetings, but Specialization Coordinators can bring a proxy member
- GAC will be voting to implement in September 2019
MOTION 1: It was moved by D. Hunter and, seconded by R. Wimmer that Department Council approve the changes to the Terms of Reference for the Graduate Affairs Committee.
0 - Approved, 7 - Opposed, 3 - Abstained MOTION DID NOT PASS

8. EDPS 501: School Leadership and Supporting Diverse Learners, J. Sousa (1039)
Discussion included:
- The “female and male” language on Page 1 should be revised to “gender” language ACTION
MOTION 2: It was moved by J. da Costa and seconded by B. Stelmach that the Department Council approve EDPS 501: School Leadership and Supporting Diverse Learners to be offered up to two times.
CARRIED

9. Proposed EDAL Calendar Changes, J. Sousa (1043)
J. Sousa provided background that six proposals were introduced at GAC on March 6. Five courses passed last month and one program change proposal. GAC were unable to vote to approve on April 3 and referred to council for discussion. EDAL members responded to the concerns and comments from GAC and presented a revised proposal. Discussion included:
- We need to know how many specialization courses to offer
- Electives will be determined for 2 years and will help advisors and students to plan
- EDPS 509 has a pre-requisite after completed EDPS 581 or equivalent course
J. da Costa noted that this is going to Faculty GAAC and will hear back mid-June 2019.
MOTION 3: It was moved by J. da Costa, seconded by H. Kanuka that the Department Council approve the Calendar Changes for the EDAL specialization program.
2 - Abstained
CARRIED

The Leadership Certificate passed academic standards. The proposal aligns with the last Department Council meeting.

10. Next Department Council meeting, J. Sousa (1055)
The Department Retreat was canceled due to low confirmed attendance (notification was emailed on April 4). There were only 5 RSVPs received. Council was asked to proceed with or cancel next month’s meeting. Discussion included:
- Council members agreed to schedule the May 2019 council meeting since the Undergraduate Committee will be meeting on April 26, and there may be business to bring forward.

Meeting Adjourned (1127)