FHS Executive Council
Meeting Minutes

Tuesday, February 24, 2015
4:30-6:00 pm
Theatre C and 218 Helen Glass

Meeting start time: 4:40pm

1. **Welcome & Indigenous Prayer**
   Dean Postl welcomed everyone to the meeting and reminded everyone the meeting was being video conferenced and to ensure the attendees at Fort Garry could hear they were asked to use the microphones when they wanted to make comments. An Indigenous prayer led by Margaret Lavallee.

2. **Academic Structure**
   This item was delayed until after the FHS Proposal discussion. Dean Postl explained the term “Vice Dean” was still being looked at by Central Admin. This term isn’t reflected in the Collective Agreement but is used at other Faculties of Health Sciences across the Country. Dean Postl explained the structure will evolve over time. There was a question on whether positions would be posted in the future. As Vice, Associate and Assistant Deans are awarded at the discretion of the Dean with terms no longer than the Dean they will not be posted. This is consistent with the practices at our University. The incremental costs of the structure were funded off the top of the cuts found in the Dean’s Office. There were 8-9% of total $3 million cut found in the Dean’s office which were used towards funding the structure.

3. **FHS proposals**
   - Committees met from January – December 2014
   - Proposals were submitted to FHS Deans Council Dec 19 by Academic Affairs, Communications, Faculty Development, Indigenous, IPE, Research/Grad Studies & Student Support Services
   - Several requests for new funding in each proposal; most requests were denied due to budget reductions; any initiatives funded were done so through savings identified by PBMA
   - Detailed proposals were submitted which showed dedication and hard work/summary of each will be provided now/reports will be posted on the website after the townhall on Friday
   - Academic Affairs
     - Developed Promotion and Tenure Guidelines/will be shared at FEC in May
New guidelines take effect January 2016/Faculty can elect to use old guidelines for up to 5 years
- Requested a centralized office to oversee the promotions/tenure process at the Faculty level including a nucleus committee with reps from each College
- This request was approved by FHS Deans Council

- Communications
  - New FHS Landing page created
  - Committee requested centralization of all communication support staff at FHS level with a lead
  - FHS Deans council recommend status quo

- Faculty Development
  - Committee recommended Fac Dev staff become in each College become centralized at the FHS level to draw on larger resource pool with various skills
  - Nursing staff would be part of the model but there workload will not change and they will not be required to work from Bannatyne
  - Requested 1 additional EFT and an increased operating budget
  - FHS Deans Council approved the proposal in principle but no new funding will be provided. The unit will be an FHS unit.

- Indigenous
  - Committee recommended NMU, CAHE, CAHR become FHS level units
  - Recommended an advisory circle of 5 @ .2 EFT, Director and Project Manager and a Dean at the FHS level
  - The FHS Deans Council approved the proposal in principle with funding for the advisory circle only.

- IPE
  - Committee presented new approach for IPE at the Faculty level maintaining some existing IPE activities
  - Requested 5 @ .4 EFT, OA4, RA and Communications officer
  - Requested reporting to an Education Dean at the FHS level who would bring IPE issues forward
  - FHS Deans Council approved 5 @ .4 EFT (new funding) and an OA4 (existing).

- Research/Grad Studies
  - Committee recommended a Research Dean at the FHS level
  - Recommended research and grad studies committees with reps from each College to meet regularly
  - Requested additional funding
  - FHS Deans Council approved Research Dean and proposal in principle without further funding.

- Student Support Services
  - Committee developed several briefing notes outlining current and proposed processes for several student service areas
  - Committee recommended a committee with reps from each College that meet regularly to coordinate efforts
  - Committee recommended a central office for Student Services with a Director and an OA4
  - FHS Deans Council approved the committee but no other funding was provided for other initiatives at this time.
4. IHP Program Council Bylaw (attachment)
Dean Etcheverry went through the Bylaw which was circulate to everyone and asked for their approval. The Bylaw was approved in principal (motion to approve Peter Cattini, Seconded Fiona Parkinson) with the expectation that further detail would be added to the document by the Program Council. Several individuals expressed interest in being part of re-developing the program. Further information will continue to be provided at future meetings.

5. Nomination of Senators
The Faculty of Health Sciences will receive 20 Senator seats this year which is 2 more than last year. There are 10 spots that need to be elected this year with some eligible for re-election. The FEC bylaw states there must be at least 2 Senators from each College. In order to meet this request we will need to elect 2 senator from Rehab Sciences and 1 from Dentistry. The Governance/Bylaws subcommittee will be the first ad hoc committee for FEC and will put forward a slate of 10 nominees to Dean Postl by March 15, 2015. There will then be a call for nominations from Faculty Council and an election to follow if required.

6. New Business
There was a discussion on electronic voting. The Council decided electronic voting would only be used if urgent issues came up in between meetings. Otherwise everything would be voted on at the meetings. The promotion and tenure guidelines and the College Council bylaws will be presented at the next meeting in May 2015. The second Faculty Council meeting will be in September 2015. Meeting minutes will be posted on the FHS website.

Adjournment motion: Peter Cattini
Seconded: all
5:36pm