Dean’s Report to Faculty Council, October 2012

Strategic Planning

Our strategic planning exercise is underway. A communiqué was sent to the Faculty last week and hopefully the Strategic Planning Website will be up and open this week. I strongly encourage everyone to participate in this process.

University of Manitoba’s Capital Campaign

We plan to have the Faculty of Arts Strategic Plan completed by February 2013. My intention is to then move on in the rest of 2013 to the development of more specific operational plans in a variety of areas. One of these will be a capital/development plan where we will determine Faculty priorities for fundraising and development.

As you may know, the University is embarking on its Capital Campaign this year. Deans have been asked to begin identifying our Faculty priorities for fundraising this month in advance of a meeting on 26 October and a senior management retreat on 29 and 30 October. The intent is to have the final case for the university’s Capital Campaign established by February 2013.

As you can see, we have to move quickly to influence the University Capital Campaign without the benefit of our strategic planning discussion, Strategic Plan, and full discussion and development of our own capital/development plan.

This is less than ideal and poses some challenges for us.

I have been using the Faculty of Arts Strategic Planning Steering Committee (FASPSC) as a reference group to discuss this issue and problem. We will be holding a special meeting of the FASPSC on Wednesday 24 October to discuss the Faculty’s development priorities. Department Heads have also been invited to this meeting.

If you have any thoughts on fundraising priorities for the Faculty of Arts, please bring them to the attention of your Head prior to Wednesday 24 October.

ROSE Initiatives

IT Shared Services

There is nothing new to report on IT Shared Services since my last report.

Print Management

The Print Management team has conducted an inventory of printers in Arts. Once their analysis is complete, I will meet with them to determine what is an appropriate print management strategy for Arts.
Cooper Commission

I am a member of the Implementation Working Group that is overseeing the implementation of the recommendations of the ad hoc Commission of Senate Executive to Examine Accommodation of Students with Disabilities and Governance Procedures Related to Academic Requirements (known as the “Cooper Commission”).

One of the major projects that will be undertaken as part of this process is the development of bona fide academic requirements for each of our programs. You will be hearing more about this later this academic year.

Academic Staff Hiring Update, 2012 Allocations

As of Monday 15 October 2012, the following Search Committees have been established and all but one have had their first meeting:

Socio-cultural (Anthropology)
Introductory Classics/Greek/Latin Instructor (Classics)
Literature 1650-1740 (English, Film and Theatre)
Cree-Ojibwe Linguistics (Linguistics)
Political Theory (Political Studies)
Clinical Psychology (Psychology)
Social Psychology (Psychology)
Applied Behaviour Analysis (Psychology)
School and Clinical Psychology Instructor (Psychology)
Sociological Theory (Sociology)
Introductory Sociology (Sociology)
Film/Creative Writing Instructor (English, Film and Theatre)
Modern World (History)

As of 15 October 2012, the following Search Committee is in the process of formation:

Modern French and Francophone Literature (French, Spanish and Italian)
This position is the result of the resignation of a probationer during the summer.

This year we will be placing one Faculty of Arts advertisement in the CAUT Bulletin and University Affairs for all externally advertised academic positions. The advertisements will appear in the editions of these publications that are published in November 2012.

2012-2013 Tenure and Promotion Update

This year in the Faculty of Arts we have twelve tenure applications, six of which are early tenure applications.

In addition, we have eleven promotion applications, six of which are for promotion from Associate Professor to Professor.
Activities

- CRC Tier 2 Human Rights and Social Justice position nomination proceeding
- CRC Tier 2 Second/Foreign Language Acquisition nomination proceeding
- Spring 2012 internal grants competition results:
  - 4 URGP
  - 4 UM/SSHRC RGP
  - 6 SSHRC TGP
- REMINDER: Undergraduate Poster Competition 1 Nov 2012

Grant Reminders

- SSHRC Insight Grants (DUE 15 Oct)
- SSHRC Partnerships Development Grants (DUE 30 Nov)
- NSERC Discovery Grants (DUE 1 Nov)
  - Note changes to RTI submission – researcher may appear on only 1 RTI application this year in any capacity
- Reminder of the GETS (Graduate Enhancement of Tri-Council Stipends) program application deadline (15 OCT) for matching funds for graduate stipends from tricouncil grants (note date change for this fall only). See http://umanitoba.ca/faculties/graduate_studies/media/GETS_Guidelines120625.pdf
- REMINDER – TriCouncil Grant Expenditure Compliance PowerPoint is online at
  MNP Workshop Handouts - http://umanitoba.ca/admin/financial_services/media/Compliance_Workshop_Handouts.pdf

NOTE: External Grants with a FAAF should be submitted to ORS 2 weeks in advance of the deadline, and to Arts prior to this.

Call for Nominations:

- Rh Awards nomination
Activity Report: Associate Dean Undergraduate Studies

Submitted by Lori Wilkinson, Associate Dean (Undergraduate Studies)

04 September 2012

1. **Supplemental instruction:** ASIA/HIST 1420 and 1430 and one section of ECON are participating in a pilot project led by University1. Students enrolled in these sections will be encouraged to attend one hour supplemental instruction sessions led by their peers (students who have taken the course previously, have done well and work under the supervision of the instructor). If you or your department is interested in participating next semester, please contact me.
   - **Note:** as part of the evaluation process, University1 has asked for permission to access student grades. I am working with University1 to initiate an opt-in rather than an opt-out form
   - A useful website, siincanada.com, outlines the features of Supplemental Instruction

2. **TA-Grader Marker Workshop:** was held on September 4. Participants took part in discussions about working with your professor, cross-cultural understanding, providing written feedback and academic integrity. Informational packages were also distributed. Students were also required to attend a workshop organized by Human Resources that morning.
   - Please note that we received feedback from several students who were disappointed that they learn about the workshop until after the registration deadline date. If possible, please ensure that your TAs and Grader-Markers are appointed prior to September 4 (and that the workshop information is communicated to them) so that they can benefit from the resources provided at both workshop sessions.

3. **Academic Integrity:** The Faculty of Arts is participating in two initiatives to encourage academic integrity (or reduce academic dishonesty):
   - The Office of Student Advocacy has launched six interactive webinars regarding various aspects related to academic integrity. These are located at: http://umanitoba.ca/student/resource/student_advocacy/studentdiscipline/index.html
     Please encourage your colleagues to use this resource and to include it in future course materials. An academic integrity quiz is also available. The site will be able to generate a certificate that can be submitted to department heads as part of our disciplinary tools.
   - **Academic Integrity Audits:** The Office of Student Advocacy would like to select one or two introductory classes to conduct an audit of academic integrity practices. The Office would review the course outline, send a representative to attend one or two classes where academic integrity is discussed and provide professors with assistance in incorporating academic integrity content in one or more assignments. I am looking for one or two volunteers to participate in this exercise. Please contact me if you are interested.

4. **SEM Planning and Student Counts:** I am writing a report at the request of the Vice Provost (Academic and Programs) regarding programs with low enrolments. I would appreciate your feedback before I submit it. The report will be emailed separately.
5. **Direct Entry:** The Faculty of Arts will begin accepting registrations for direct entry for fall 2013. The Faculty of Science had about 600 applications for Direct Entry this year, they accepted approximately 325. The Faculty of Arts expects at least this many applicants for next year.

6. **Arts Handbook-revised:** a new edition of the Arts Handbook will be available for distribution in late September. The Handbook is significantly revised. Thank you to the department heads for their assistance.

7. **Current Studies:** the following studies are being conducted by the Vice Provost (Students) in conjunction with the Faculty of Arts:
   - *Student Advising Survey:* consists of two studies—one of advising practices among student advisors on campus, the other is a survey of student experiences with advisors.
   - *Why are you withdrawing from class:* Students who VW a course in the 2012/13 regular session will have to answer a single question (what is the main reason you are voluntarily withdrawing from this class?).

8. **Undergraduate Program Reviews:** The Department of English, Film and Theatre will host a visit by external examiners this fall. The Department of Sociology will host their site visit in the winter. Psychology, German and Slavic Studies, and Religion have submitted their responses to the external reviews and the Dean’s Office will be submitting our responses shortly. I will be contacting 3 departments with instructions on how to prepare their undergraduate program reviews in the next month.

9. **Current issues:**
   - *Honours Programs:* following up on a survey conducted by Andrew Osborne and Barry Ferguson in March 2011, the Dean’s Office is once again examining the feasibility of introducing a minimum of 120 credit hours of study for each Honours program. We will be contacting department heads about this issue in the coming months.
   - *Double Advanced Degrees:* there are inconsistencies with regards to the number of credit hours for students completing double advanced degrees. Depending on the combination they take, students in these programs may be required to complete more credit hours than honours students. The dean’s office is examining this issue and will be contacting departments in the coming months.

10. **Thank you:**
    - *TA-Grader Marker Workshop Presenters:* Sonia Bookman (Sociology), Renate Eigenbrod (Native Studies), Michelle Faubert (English, Film and Theatre), Liz Millward (Women’s and Gender Studies), Kelley Robinson (Psychology), Andrea Rounce (Political Studies)
    - *Arts Ambassadors:* Ashley Cyr (English), Verna Kroeker (Psychology), Kyle Labelle (Religion and Philosophy), and Riley McGuire (English). These students will be assisting the Faculty at various public events in the next eight months.
    - *Volunteers for Arts Celebrating Arts*

11. **Upcoming events:**
    - Arts Celebrating Arts 11:30-1:30pm September 14
    - World of Opportunities Week: October 22-25
    - Evening of Excellence: October 30
Report to Heads

Greg Smith, Associate Dean of Arts

Sept 24, 2012

Space

Painting of rooms in Tier is now complete. Installation of blinds and new whiteboards has been ordered and is proceeding according to contractor’s schedule.

Faculty have been asked via memo to direct all queries and concerns about classrooms to their single point of contact in the Department/Program who will then convey those pooled requests to Vicky Warkentin. Vicky has been doing her best to accommodate these requests via the new Ad Astra program.

Room keys: there are a few rooms that have now been captured by Ad Astra which were formerly under the care and control (including key access) of individual departments, who also invested departmental money into the infrastructure (computers, data projectors, furniture, etc.). As teaching spaces, those rooms are now open to use by all members of the University community, but the responsibility for monitoring the condition of the rooms has been left to those original departments. Caretaking have been asked to open and lock those rooms nightly and any evidence of misuse or abuse by users should be reported to me.

CPAC

Course and program changes were passed at Faculty CPAC and at Faculty Executive. Faculty Council will be asked to approve the 2 new program introductions: new Honours degree in Anthropology and new Honours BA in Criminology.

Graduate

FGS is thinking of implementing a more formal and possibly required non-credit course to address the issue of academic integrity. AD McLean is meeting with Grad Chairs to discuss the idea of a mandatory ‘webinar’ for all graduate students to complete. Possibly this will be made a degree requirement once it is reviewed by Senate.

Graduate students seeking to graduate in February 2013 must have a successful exam or defence of their thesis before December 21. Working backward from that date is crucial to allow time to schedule all defences. In effect, it means that thesis should be submitted by 2 October, otherwise all of the steps to graduation will not be complete by the iron-clad deadline of 3 January 2013. Theses submitted after that date and posted to MSpace will NOT be accepted for the February graduation list sent to Senate.
FGS is also moving toward a fully online application and admission system. All applicants for admission to Fall 2013 programs will be required to use the new program, while certain selected Departments will be allowed to access the full functionality of the program with can automatically issue reminder emails, distribute information and keep in touch with applicants from the moment of contact with the Department or University.

Internationalization

Delegation from Lanzhou University (China) to discuss possibility of 2+2 agreement with Arts for joint undergraduate and graduate degrees.

International Office has received a bump in funding to help subsidize student study abroad programs and airfare for UM students. University is keen to up its international participation rate as well as up its intake of international students. More Arts students should be encouraged to look into study in other countries as part of their UM degree requirements.