

Department of Educational Studies

Department Meeting Minutes

Thursday, October 17, 2019 12:30 to 2:45 pm

Present: A. Addy, C. Ahenakew, V. Andreotti, L. Andres, A. Babunga, M. Edwards, J. Ellis, H. Gill, M. Gleason (Chair), D. Griffins, G. Grosjean, D. Kelly, M. Kostandy, M. Marker, A. Mazawi, B. Opini, C. Palacios, K. Regmi, S. Rocha, C. Ruitenberg, S. Salgadoe, T. Sork, M. Stack, S. Stein, A. Taylor, R. Vanwynsberghe, J. Walker, F. Wang, T. Wisniewski, H. Wright
Regrets: J. Chan, P. Walter, W. Traas
Absent: D. Jordan, W. Poole, L. Zhang
On leave: G. Fallon, A. Metcalfe, L. Roman, T. Webb

Announcement before agenda

The Department head acknowledged our presence on the traditional, ancestral, and Unceded territory of the Musqueam people.

1. **Approval of agenda** – agenda approved.
2. **Approval of minutes (September 2019)** – minutes approved.
3. **NEW Syllabus Service on managing copyright for course content - Peter James, Intellectual Property & Copyright Librarian**

Syllabus Service allows the submission of physical and digital course reading lists (including audio), which will be reviewed ensuring all content is copyright compliant with the University's guideline. UBC will pay reasonable cost for permissions when needed. Syllabus Service can be accessed via Canvas and LOCR. UBC is committed to respecting the creator's rights as stated in Policy 81. Email syllabus.service@ubc.ca if any questions or visit www.copyright.ubc.ca

The impact of selling scholarly works at high costs making them highly inaccessible has motivated academics to look into ways of making their content available to as many people and wider audience, with little restriction or penalty. The Library scholarly communication unit is advocating for open access and promoting the use of an additional addenda when publishing; the end goal is to make content freely available. Contact Peter James peter.james@ubc.ca or Stephanie Savage stephanie.savage@ubc.ca.

4. Education Library Report – (Wendy Traas)

October's report highlighted the success of UBC seed lending library initiative and APA seventh edition. Contact Wendy at wendy.traas@ubc.ca.

5. Topics for discussion

a. Head's report (Mona)

The report was distributed prior to the meeting, four points were discussed at the meeting.

Updating EDST website:

Program chairs and coordinators as well as individual faculty were encouraged to review the information on the program areas and faculty webpages to ensure that these are up to date, and bring attention to Carl Luk if there are any changes to be made. It is critical for the department webpage to be accurate at all times as it is a key recruiting tool.

Hiring Ask meeting debrief:

Following the meeting on our hiring asks for the year, the department has submitted 2 requests for new hires: a position in the professoriate stream in Educational Leadership, Governance, and Policy with a focus on equity and social justice issues (Associate/Full), and an Instructor position in the Educational Leadership stream in Indigenous Education.

The Associate or Full hire will not solely be for one stream; it is envisioned that the individual will take on student supervision, make contributions to EdD program and teach across the department. A candidate with a robust research that can attract doctoral students would be ideal.

The instructor role is a tenure track. This position does not specify an Indigenous scholar, however there is an expectation that the candidate have considerable Indigenous knowledge.

Course scheduling, 2020/21:

Thanks to the Deputy Head, Lesley Andres as well as all program chairs and coordinators, and Shermila for their work in this process. The 2020/2021 course scheduling is in full swing, but yet to be finalized.

b. Graduate Advisor report (André)

A document that entailed both September and October reports were distributed prior to the meeting.

September report:

Graduate Advisor Memos

The objective is to archive all memos in response to questions pertaining to policies and practices in effect within the department, and any subsequent changes that may be introduced, on our EDST website. These memos will be organized thematically with themes and sub-themes in addition to being used in guiding the [Frequently Asked Questions \(FAQ\)](#).

October report:

Terms of Reference

All department committees and organizational bodies are tasked with the articulation of a clear Terms of Reference regarding their areas of work, and how they interface with other entities within EDST and beyond. The initial discussion on this took place in GPACC October 7th 2019 meeting.

Student Representatives

The GAA have set up protocol regarding the election and nomination of student representative in all committees, programs and organizational bodies within the department. Student engagement and representation is crucial and a core value to EDST.

SSHRC Doctoral and Affiliated Fellowships:

This was presented on behalf of the Scholarships and Awards Committee chair, Jennifer Chan. A total of 10 SSHRC and 5 Affiliated fellowship applications were received. They are evaluated based on academic achievement,

program of study, relevant academic/professional experience, and letters of reference; the Committee decided to forward 10 SSHRC and 1 Affiliated nomination to G+PS, ranked.

Some issues observed during the adjudication process included incomplete applications and some were not properly filled out. Of the 10 SSHRC applicants, 7 didn't submit the criteria-based Affiliated award checklist, therefore assuming they did not wish to be considered for them (they still qualify for other affiliated awards). Also, 5 SSHRC applicants didn't submit official UBC transcripts, which caused a delay in the submission process.

c. Operations report (Shermila)

Multi-Factor Authentication (MFA)

Shermila reminded faculty about the Multi-Factor Authentication for the Enhanced CWL login, and asked those who have yet to request a token to do so by contacting Nina Tomlinson. It is important to note that one must first register with a (cellular, home or office) phone in order to use the token. Shermila encouraged faculty to provide feedback to IT on their user experience with the token registrations while on travels.

d. GAA report (Mary)

Student Representatives

All student representatives were introduced including Abraham Tetteh Addy (HIED), Tierney Wisniewski (PhD) and Denneisha Griffin (non-voting member).

Career Day

Up to 39 people have registered for Career Day, happening on November 14th 2019. The EDST alumni community has indicated vast interest in this initiative, however many find it challenging to participate due to distance. Looking into ways individuals can participate remotely and the possibilities of travel grants will be taken into account for future events and planning.

Nomination Process for student participation

The GAAs have sent out a call for all positions with nomination deadlines, which would be extended if no nominations are received. Priority given to those who previously held the position; should two people be interested in one position then one candidate will be placed in another position. The goal is to have as many students involved and create opportunities for them.

6. Announcements

AEGT Conference

Over 500 proposals were received for the upcoming Adult Education in Global Times conference and are to be adjudicated by the eight involved organizations, respectively. This exceeded the original target of 300, thus requires the search for additional spaces in the Life and, or Alumni building(s) as well as program changes. The conference is scheduled for June 4 to 7th, 2020, with 15 pre-conferences. Volunteer opportunities will be announced closer to the date.

Public Lecture

An invitation to attend two public lectures was extended. Dr. Lynn Mario de Souza, "Towards Cognitive Justice in Language Policy: The Case of Contemporary Brazil," taking place on October 22 at 12:30 p.m. in PCOH 2012. The second lecture, "The Amazon is Screaming" by Ninawa Huni Kui is scheduled for November 18 at 4:00 p.m. in PCOH ballroom, in respect to the devastating forest fires and social, ecological, and cultural displacement occurring in Brazil. Visit <https://www.calendar.events.ubc.ca/s/96e> for more details.

TLEF Grant

The faculty internal deadline for TLEF Grant applications is October 24th if one wants feedback, and November 14th is the final submission date.

7. Forum Discussion

November department meeting

A consensus was reached to use the upcoming department meeting in November as a generative space to address the structural issues at the university regarding particularly racialized faculty but implicating all members of the Department, Faculty and University.

Meeting adjourned at 2:45 p.m.

Next Meeting: November 21, 2019