

Department of Educational Studies
Department Meeting Minutes
Thursday, April 16th 2020 12:30pm to 1:25 pm (Zoom)

Present: C. Ahenakew, V. Andreotti, L. Andres, A. Babunga, M. Edwards, M. Gleason (Chair), D. Kelly, H. Gill, G. Grosjean, A. Mazawi, B. Opini, C. Palacios, K. Regmi, S. Rocha, C. Ruitenberg, S. Salgadoe, T. Sork, M. Stack,

S. Stein, A. Taylor, R. Vanwynsberghe, P. Walter, F. Wang, T. Wisniewski, R. Yotam

Regrets: J. Ellis, J. Walker,

Absent: A. Addy, J. Chan, G. Neha, W. Poole, W. Traas, H. Wright, L. Zhang

On leave: G. Fallon, A. Metcalfe, L. Roman, T. Webb

NOTE: March 2020 meeting was cancelled due to Covid-19. The University was also closed. In lieu of March minutes, the Head's Report was uploaded.

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 (March 2020)** – no minutes to approve, March 19th meeting was cancelled due to COVID19. Refer to Head's Report for March 2020 Dept Meeting.
- 3. Topics for discussion/decision**

a. Head's report (Mona)

Shortlisted Candidates for the Open Rank Hire: Short-listed Candidates for our faculty position in Indigenous Education and Advancement presented between March 31 and April 2nd. The presentations are now available for viewing. The deadline for feedback to be received is extended to Monday, April 13, 2020. Thanks to the continued work of the Search Committee (Handel Wright (Chair), Hongxia Shan, Bonny Norton, Cash Ahenakew, Sharon Stein, and Lisa White). There is a dedicated meeting scheduled on Monday, April 20th to discuss the Committee recommendation.

Planning for online teaching in Summer and Fall 2020: At the April 7th Heads and Directors meeting, plans for encouraging departments to move everyone toward planning for online course development were discussed. Dr. Mary Bryson is working towards a process by which Departments work with ETS to move courses online – particularly aimed at courses for summer and fall. By then, we will have (hopefully) moved past “emergency online” teaching and can begin to think though our online teaching needs more holistically. Mark Edwards will be our ETS point person; he’ll work with us to plan how we will move our courses online (eg. basic, intermediate, comprehensive design complexity). In order to reduce the pressure on ETS, *major and comprehensive online design of EDST courses (representing 150 hours of ETS expertise and time) are unrealistic and unnecessary at this time of incredible pressure on that Unit.* Building on the information that Dr. Bryson will present at the upcoming Faculty Meeting, we will be working on a process in EDST to assist Summer and Fall instructors to systematically move courses online. If you are teaching this summer and fall, please stand by for more information about how we will move forward.

EDST External Review: This has been postponed for now. The hope was to bring in examiners in the early fall, 2020, to offer their review of the Department. Given the uncertainty associated with CoVid restrictions on travel and the need for social distancing, Mona decided (in consultation with HAC) to wait on planning the review. The idea of a “virtual review” was floated but this was determined to be completely inadequate for our purposes. The External Review will take place as soon as we can reliably plan to host visitors.

Study Leave: For those who cannot continue their current study leave or who want to postpone their approved study leave for 2020-2021 due to the exigencies of the crisis, may do so. However, the timing of those returning and leaving, as well as workload considerations, need to be negotiated with the Head. The operational needs of the Department have to be factored into decision-making. Faculty have until April 15, 2020 to confirm whether they will request changes to their study leave arrangements. Decisions on how to move forward with study leave requests, and with changes to those already approved, will be made as soon as possible after that date.

Accelerated Program and Faculty of Education Hiring Plan: The Dean outlined the “accelerate” phase of the President’s Academic Excellence Initiative (PAEI) Hiring Plan at the faculty meeting of March 10th. The Faculty of Education has been allotted six (6) new hires under this program and has extended the call for proposals. In EDST, proposals need to come to the Head by **June 1st**. Plans for ranking proposals to be determined. Departments have been tasked with discussing proposals for prospective hires. Proposals are expected to outline how new hires enhance the research capacity of the unit/Faculty with an emphasis on “bold and compelling” research.

New Collective Agreement: The new Collective Agreement has been ratified. It is important to familiarize with the new changes at <https://www.facultyassociation.ubc.ca/bargaining/tentative-agreement-information-ratification/>. With the new Agreement, faculty files for renewal, tenure, and promotion are due in the office of the Head by **July 1st**. This year, given this change has come into effect immediately and may have caught people off guard, **files are due on August 1st**.

b. Deputy Head’s report (Lesley)

PhD Review Committee: The committee met on March 10th, 2020 to discuss preliminary work on the following topics: the history of the EDST PhD Program since 2005; a review of course syllabi; a review of existing reports on PhD student/alumni student and the need to collect more data; a review of application, admission and funding issues; analyses of existing data on PhD students and alumni; and a consideration of an outcomes approach to PhD course content. The committee had plans to meet in April however, this was cancelled and will recommence as soon as possible.

COVID19 impact on Workload: A majority of the time has been devoted towards addressing the changes that come with transitioning to online courses as well as study leave cancellations and postponements, in relation to work loads.

It’s also important to note that there are 200 courses, 600 sections of which ETS has to move online in the next 3 months. Not all courses will be offered online, as some are not feasible and thus suitable to be deferred to a later date. Shermila, Lesley and Mona will meet with ETS to discuss this – program coordinators will be needed for input in this process.

It is fair to say that asking for priority to develop online courses will not put a course in front of the queue. The core courses of all our programs offerings are of the highest priority during this *temporary* online transition.

c. Graduate Advisor report (André)

The report entails attachments 1 to 7 which entail the particular circulars in relation to different aspects of activities taken in response to shifting to online operations. This information will also be posted online by Carl Luk for reference.

The comprehensive examination policy: this has been approved by HAC, GPACC and EDST plenary, which allows flexibility for PhD committee. This guidance comes because of the many requests in regard to the **deadline** for the Comps, given that there are no libraries and access to much resources given the current crises, extension up to 45 days on the deadline for submission. If more time is needed, then the team should reach out to the Grad Advisor and request

for permission to extend more than 45 days. Note that this is not a replacement of the main policy, which can be found at <https://edst-educ.sites.olt.ubc.ca/files/2013/05/PhD-Comprehensive-Exam-revised-April-1-2010.pdf>, but rather an addendum <https://edst-educ.sites.olt.ubc.ca/files/2020/04/PhD-Comprehensive-Examination-Procedures-Approved-by-EDST-on-April-10-2020.pdf>

GPACC: At the March meeting, the first two Terms of Reference were discussed – both the EdD and PhD. The discussion was productive and engaging, feedback was provided and as next steps, the Chairs are to take back the documents to their respective committee for finalization. At the next meeting, both EDAL and the Scholarship Committees terms of reference will be discussed.

Update on Students programs and support: See the distributed emails, attachments 3 and 4. Students are advised to reach out to their assigned program advisor or thesis supervisor as their first line of contact, and the graduate advisor as the second. Also, any incoming students will be granted up to the “maximum change of start date [of] twelve months”, should they request a later start date.

Virtual PhD Defense: G+PS in consultation with UBC IT has developed a process to support total virtual participation in a doctoral defense. This applied to defenses scheduled on or after March 19, 2020 until further notice. See attachment 6 of the GA report.

Virtual MA Defense: Until further notice, MA oral examinations should be conducted virtually. No face-to-face examinations are to be held, whether on or off campus. This virtual oral exam should not be recorded and should be chaired by the Research Supervisor. See attachment 7 of the GA report.

d. Operations report (Shermila) – No report.

e. GAA report (Yotam)

Research Day. EDST Research Day took place online on April 14th, 2020 via Zoom. The turnout was good, many students participated. Thanks to faculty, Graduate Advisor and Head for their continued support.

COVID19 effects. The GAA holds 3 working sessions per week over Zoom, checking in with students. There has been a consistence attendance of 6-10 people and will continue until further notice. GAA is in constant communication with the students via email and the Facebook group. GAA also launched an online *survey* inviting EDST students to report on their challenges, difficulties, needs and aspirations under the current pandemic circumstances. The survey results will best inform the Department to map the various student needs and organize accordingly; so far, financial and academic issues are among the top concerns.

Wiki of Links to Resources. Some students are facing issues with food, housing and more. Michelle has put together a resource on Wiki that is to be shared with students – https://wiki.ubc.ca/Documentation:COVID-19_Resources:_BC_Post-Secondary_Sector – Carl Luk will upload this on the EDST website. This is a short-term measure, and there will be continued talks on long term measures.

4. Announcements – None.

5. Forum Discussion.

- a.** Start planning ahead: as we make transition to online teaching, think about how you would like to offer your courses in September? What resources would you need?
- b.** Faculty should reach out to their students. Many thanks to who continue to do so.

- c. Will COVID cause hiring freezes? Will this affect our current ongoing hire?
 - i. Priority is to ensure that faculty, staff and students are able to work from home
 - ii. Our current hire is guaranteed, there will be no changes to this position
 - iii. It's plausible that the faculty could be in deficit, the university is very healthy financially
 - iv. The government and complement grants have not been reduced

Meeting Adjourned at 1:25 p.m.

Next Meeting: May 21, 2020.