

Department of Educational Studies  
**Department Meeting Minutes**  
Thursday, October 15<sup>th</sup> 2020 at 12:30 to 2:30 pm

**Present:** A. Abdi, C. Ahenakew, L. Andres, A. Babunga, C. Bobadilla, K. Chen, M. Edwards, G. Fallon, M. Gleason (Chair), O. Hauck, D. Kelly, M. Kovach, H. Gill, G. Grosjean, N. Gupta, A. Mazawi, A. Metcalfe, B. Opini, C. Palacios, A. Parent, K. Regmi, S. Rocha, Y. Ronen, C. Ruitenbergh, S. Salgadoe, H. Shan, M. Stack, T. Sork, S. Stein, A. Taylor, R. Vanwynsberghe, J. Walker, P. Walter, T. Webb, T. Wisniewski, H. Wright, J. Ellis

**Regrets:** N/A

**Absent:** N/A

**On leave:** V. Andreotti, M. Marker, L. Roman, F. Wang

Dr. Mark Edwards acknowledged UBC-Vancouver presence on the traditional, ancestral, and unceded territory of the Musqueam, Selish and Tsleil-Waututh people.

1. Approval of agenda – agenda approved.
2. Approval of minutes (September 17, 2020) – minutes approved.
3. 12:50 Education Library Report (Wendy Traas) – No report. If you have any questions on LOCR resource, reach out to Wendy at [wendy.traas@ubc.ca](mailto:wendy.traas@ubc.ca). Also please have requests for reading materials for your online courses in at least one month prior to the start of term (eg. December 1, 2020 for next term's classes.)
4. Topics for discussion/decision

a. Head's report (Mona Gleason)

Please see the Head's report included in the meeting package. No questions arose. Workday is upon us and we all ought to be prepared for transitioning from the old to new system. Refer to the recent email regarding preparing for Workday with the subject line, "Workday Resources for Faculty."

b. Deputy Head report (Lesley Andres) – No report. Course planning are due from the program coordinators on October 15<sup>th</sup>, 2020.

c. GA-GCC joint report (Claudia Ruitenbergh & Tom Sork)

Please see the GA-GCC joint report included in the meeting package.

Motion to approve the recommended addition to the document "Graduate Supervision in EDST" that addresses rare situations requiring temporary arrangements, in case where PhD students' runs into difficulties forming or reforming his/her doctoral committee on time for the comprehensive exams. This motion to add on the Graduate Supervision policy was unanimously passed.

Motion for Category 1 curriculum change to Update SCPE MEd Calendar entry to remove references to TQS requirement for a capstone experience and to add options to the research methods requirement. This motion was unanimously passed.

Motion for Category 2 curriculum change to correct the variable credit code in the UBC Calendar entry for EDST 602 from a "c"[credit value determined by the student in consultation with the department] to a "d" [credit value

determined by the department] so it is consistent with the code for EDST 601 and departmental practice. This motion was unanimously passed.

d. Operations report (Shermila Salgadoe)

Please see the operation and innovation budget report included in the meeting package. Workday is user friendly. As an end-user, you can upload all your receipts by simply taking photos of them and uploading the photos on Workday. Here is the link to tutorials designed for faculty/staff: <https://wpl.ubc.ca/>

Also, take note that a job description is needed for every student hire – without it, we cannot process the position. If you would like to extend a student appointment, let us know at least two weeks prior to the initial end date.

e. GAA report (Yotam Ronen)

Please see the GAA newsletter included in the meeting package. The GAA is committed to scheduling more social events for students including two social coffee hours, writing retreat, group check-in session as well as SCPE Q&A sessions with Dr. Sam Rocha in October.

5. Announcements

a. Scholarship Committee report (Amy Metcalfe)

Please see the EDST Scholarships and Fellowships Committee Report included in the meeting package.

Three (3) applications were received for the Vanier Canada Graduate Scholarship; 2 of them were nominated and submitted in September.

Nine (9) SSHRC applications and 11 Affiliated applications were received and adjudicated in our department. G+PS received a total of 154 nominations that are to be adjudicated on a university level. Currently waiting for allocations/quotas.

4YFs. G+PS and EDST requirements. Typically, we have one (1) affiliation award annually. It's based on the Tri-Councils success in the previous years and are non-divisible. No specific requirements for application.

New award alert: Graduate Studies Completion Award in Educational Studies. This will be an annual award, three (3) amounts of \$2,000.00 each. More details forthcoming.

Killam Postdoctoral Research Fellowship, internal deadline is on October 16<sup>th</sup>, 2020 at Noon.

Any questions about the available awards and funding, contact Dr. Amy Metcalfe at [amy.metcalfe@ubc.ca](mailto:amy.metcalfe@ubc.ca)

b. EDST Alumni (Mary Kostandy)

Please refer to the Engaging EDST Alumni Survey document. This seeks to engage with EDST Alumni to supporting current graduate students with their career explorations. This is funded by the Dean's Learning Transform Grant as well as Advance Education Renewal Grant. All gathered information will be shared with current graduate students, potential applicants, and EDST programs.

All feedback on the DRAFT survey is welcome. Send them to Mary at [mary.kostandy@ubc.ca](mailto:mary.kostandy@ubc.ca)

6. Forum Discussion

Diversity Statement for candidates: Efforts need to be made for underrepresented scholars to apply for positions. Mona to follow up with Dr. Ali Abdi.

Personal History Statement for PhD applicants: This was proposed at GPACC when Dr. Alison Taylor was chair.

"Please describe how your personal background and experiences inform your decision to pursue a graduate degree. In this section, you may also include any relevant information on how you have overcome barriers to access higher education, evidence of how you have come to understand the barriers faced by others, evidence of your academic service to advance equitable access to higher education for women, racial minorities, and individuals from other groups that have been historically underrepresented in higher education, evidence of your research focusing on underserved populations or related issues of inequality, or evidence of your leadership among such groups" (1,200 words)

The Personal History Statement is required for all applicants. Please note that the Personal History Statement should not duplicate the Statement of Intent."

What do we do with this information once we get these responses? How does this request match up with what we as a department offer to our students in terms of curriculum and program? What is the collective character of our PhD program? We ought to return to these conversations. Start in the PhD committee and into the wider EDST community.

Diversity and equity: There is concern on the language used around diversity and the critiques around hiring in relation to racism, ableism among other *-isms*. Does the language of diversity get us any further? IS there any conversations about equity audits around hiring – job ads, hiring processes? Also, the notion of retention. Yes, the underrepresented faculty are hired but they are not retained, and this is concerning.

Mona to meet with Minelle Mahtani, *Senior Advisor to the Provost on Racialized Faculty*, about hiring, equity audits and how it works in the university, funding and fellowship opportunities for faculty in regard to diversity, equity and inclusion. More information on this is forthcoming.

*Meeting Adjourned at 1:45 p.m.*

Next Meeting: November 19<sup>th</sup> at 10:30 a.m. — Land acknowledgement by Dr. **Dr. Lesley Andres**