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**Faculty of Education  
Faculty Council  
MINUTES  
October 4, 2023 – 1:00 p.m. – 3:00 p.m.  
Room 233**

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Present:

*Elected members:* Professors Amir Kalan; Allison Gonsalves; Shanna Williams; Rachel Langevin; Benoit Gentil; Tyler Churchward-Venne; Veronica Bergsten; Celena Scheede-Bergdahl; Andee Shuster; Helena Silen; Jenny Kang

*Non-elected members:* Professors Sheryl Smith-Gilman; Victoria Talwar; Caroline Paquette, Marie-Hélène Pennestri, Limin Jao, Stephen Shaw and Gordon Bloom

**CHAIR'S REMARKS**

Interim Dean Victoria Talwar welcomed everyone to the first Faculty Council meeting of the 2023-2024 academic year. The Dean asked members of Faculty Council to introduce themselves around the table. The Dean shared that the first event of the year "We Will Walk Together" was a success. The Dean acknowledged that staffing issues were still an ongoing issue in the Faculty but the Dean is aware of the situation and the Faculty is taking steps to address the situation. The Faculty is actively recruiting new hires.

**ADOPTION OF THE AGENDA OF OCTOBER 4, 2023**

? moved and ? seconded the motion to approve the agenda.

**MOTION CARRIED**

**APPROVAL OF MINUTES OF MARCH 29, 2023**

Amendment: C. Paquette asked B. Gentil to clarify the in the March 29<sup>th</sup> Varia concerning the 30 Credit Diplome d'études Supérieur (DESS) Graduate Short Diplomas would now be a possibility at McGill. Benoit confirmed that this is accurate.

? moved and C. Paquette seconded the motion to approve the Minutes of March 29, 2023.

**MOTION CARRIED**

**CONSULTATIONS & REPORTS**

**ASSOCIATE DEAN ACADEMIC PROGRAMS**

**Teacher education initiatives:**

- The projets inédits en sciences de l'éducation: Ministry offer was sent to all departments. Proposals asked for initiatives to enhance pre-service and in-service teacher education, as well as projects focused on sustainability in teacher education. Internal submissions being reviewed this week. Final, translated proposals are due to Julie Degans by Oct.10-12 to be sent to the Ministry by Oct. 16th the latest.
- The Program « Soutien au parcours de formation en sciences de l'éducation » is being renewed for another year with an allocation of \$769,230 to be awarded to the Faculty of Education.

**Ministry student funding for teacher education:**

- Bourses Perspective:: Stagiaire funding for B.Ed. continues as in the past.(\$2500.00 each stage)
- The “Bourses d'excellence aux futurs enseignants” for B.Ed. students being renewed this year. (\$7500.00 per stage year). The Ministry has informed us that this may be the last year for this offer.
- Bourses de persévérance pour les étudiants inscrits à la maîtrise : For MATL students, the funding will cover an amount up to \$2500 for 15 credits completed in 2023.
- ECP : Soutien aux stages et à la formation pratique dans le domaine de la santé et des services sociaux : \$466,000.00 over 2 years (2023 & 2024).
- Bourses aux doctorantes et aux doctorants en sciences de l'éducation Scholarships for doctoral students in Education- Eligibility criteria:
  - be enrolled in a 3rd cycle degree program in education in the fall 2023 & winter 2024 semesters
  - have Quebec resident status;
  - be interested in the field of didactics or initial teacher training, as demonstrated by the research topic;
  - have an excellent academic record and strong research skills.

Priority to candidates who have passed their doctoral examination. Financial support paid in two amounts of \$10,000 in the fall 2023 and winter 2024 terms respectively. Students may receive financial support only once during their doctoral studies.

**CASPER admission test:**

- After discussions and voting from KPE and DISE, and advice from enrolment services, the CASPER admission test has been suspended.
- R scores will be the only entrance requirement for 2024-25.
- UTEPC will further discuss- what can be implemented in the future.

**DISE program Development :**

- Goals continue as last year-revisions may delay.
- Reconnaissance des acquis et des compétences (RAC): Previous funding for RAC program development (\$110,055) & additional funding was added last year (\$100,000). DISE committee presently working on program development with objectives of being ready for May 2023.
- MATL K/elementary Option: Planning underway to develop a K/elementary MATL option. Goal is to be ready for May 2023.

**Accreditation processes:**

- Accreditation process: Deployment plan for accreditation was submitted last year to CAPFE. Ministry had outlined the competencies to be reviewed in all teacher education programs. An early 2025 CAPFE visit was planned.
- CAPFE has been dissolved and mandate has been canceled for this year. Ministry of Education is planning on restructuring the higher institution of education.
- Ministry is proposing the creation of: L'institut national d'excellence en éducation.

**Marketing & Communication:**

- AD working with Andee & Katherine to support more outreach and recruitment; focus on reaching out to diverse communities as well as looking at low enrollment programs in all departments and other stable programs. Planning with GPS for Graduate programs to be discussed.
- Branches McGill: Explore Day at McGill: DISE will be hosting a 1-hour workshop for High school and CEGEP students from various communities.

<https://www.mcgill.ca/branches/programs/explore-mcgill>

Emmanuel Tabi and 2 PhD students, Welly Minyangadou Ngokobi and Sabi Hinkson, along with Katherine Spandidakis (ISA recruitment Administrator) will be leading the event.

**Open House Oct. 22<sup>nd</sup> 2023:**

- Degane Sougal provided details about the Faculty of Education schedule and events at Open House.

**ASSOCIATE DEAN RESEARCH & INNOVATION**

**OSF checklists -Tables of Commitments:**

- OSR checklists and Table of commitments: when unsure, please consult with ADR before getting the signatures, to avoid multiple rounds of signatures.
- Any commitment (even funds held by the researcher) requires a Table of Commitment.
- Administrative and financial verification are needed at the Faculty level. We receive a high volume of requests and we are short-staffed: **please plan accordingly.**
- Please consult at the Faculty level before reaching out to OSR to avoid confusion and to facilitate the process.
- Thanks given to Chairs, for their help in the process.

**Offering:**

- No-one has been in the position for about a year.
- A graduate student was working a few hours per week during the summer.
- Potentially a new hire in November 2023.
- Thanks for your patience!
- Services we want to develop in the future: documentation to clarify the application process, meeting with new faculty members (faculty should not hesitate to meet with MH Pennestri, if they have any specific needs).

**Research Units (research centers and institutes):**

- Policy on Research Centres being revised in 2023; renamed to *Policy and Procedures on Research Entities*.

**Prizes and Awards:**

- New database: please reach out to MH Pennestri if you were awarded a prize or award. Recipients will be invited to a gala.
- There will be an inventory created of Prizes and Awards that can be applied for for Faculty to refer to.

**Graduate studies:**

- Time to start thinking and planning about admissions. Last year the University did not meet their targets.
- Recruitment activities: an email was sent to GPDs by GPS: ensuring your Department/Program websites are updated, online information sessions.

Question: R. Langevin asked should people be proactive in regards to applying for Awards?

Answer: MH Pennestri responded that there is a committee at the Faculty level that works in collaboration with Central for awards and competitions. Researchers can reach out to the MH Pennestri, if they are interested in a particular award.

## **ASSOCIATE DEAN ADMINISTRATION**

### **Updates on Construction Projects:**

- PENDING: Education Garage is managed solely by FMAS (Facilities Management and Ancillary Services) and is therefore the sole unit responsible for its reopening and operation. The Faculty of Education is not involved with the Garage operations. The Dean's Office communicates regularly with FMAS to obtain updates on the reopening. FMAS was optimistic for an opening at the end of August, but I was recently informed that we are now looking at an opening date in mid-November. If Faculty members or staff require assistance with parking, they should contact Parking Services directly (operating under FMAS). Parking services should be able to propose solutions to Faculty and staff.

### **Ongoing Renovations:**

#### **Active Projects**

- Education 627: update of the space to be functional (removal of computers and arms). Awaiting confirmation of updates to the projection system and podium from TLS.

#### **Request for scientific equipment (Teaching Labs):**

- \$98k of equipment approved for the Science Teaching Lab, Tassone Teaching Lab, and ECP clinic.
- Every year, the University Teaching Lab Working Group (UTLWG) accepts applications to update/replace equipment for our teaching labs. A call for equipment may be issued in October/November, depending on the UTLWG budgets. Please inform the contact persons overseeing a teaching lab you use and communicate any equipment need to the AD-Administration.

#### **Space:**

- Space Audit ongoing. Space allocation to be communicated by the end of 2023.

#### **Coach House Move completed:**

- Users have moved into their new offices/labs at 2001 McGill College in July.

#### **Space In-Kind Contributions for grants:**

- Figures updated from McGill Central.
- The AD - Administration will provide new in-kind dollar amount and ensure availability of the spaces for the project. Not all spaces can be committed, especially during the teaching semester (e.g., Jack Cram). An updated Faculty Table of Commitments will be shared this academic year.
- AD Research and Innovation, Marie-Helene Pennestri, suggested that she be cc'd as well for any space in-kind requests.

Question: R. Langevin asked for signage to indicate that the garage is closed. There was a signage and it has been removed.

Answer: Dean Talwar responded that AD Administration, Caroline Paquette, can request Parking Services to put signage back, it is their responsibility.

Question: R. Langevin asked what is the hold up for the space audit?

Answer: C. Paquette responded there are many ongoing deadlines to deal with for different projects.

### Liaison Librarian and Coordinator

Veronica Bergsten provided the following McLennan Library Update:

- Items are being prepared to move from the Humanities & Social Sciences Library to the McGill University Collections Center. To prepare for the move, items will be moved floor by floor – meaning that the floors will close to prepare items for the move, and then reopen after moving the items from that floor has been completed. Floor 6 will be the first to close, then floor 5, and so on.
- In preparation for the move, books in the catalogue will start to reflect these changes by no longer having the “Hold Request” button. The floor will still be physically accessible, so you will be able to retrieve the item of interest by visiting the Library.
  - Books on the 6<sup>th</sup> floor, the hold button will disappear starting **this Thursday, October 5<sup>th</sup>**. The floor will still be physically accessible until the movers start on **Nov. 3<sup>rd</sup>**.
  - Books on the 3<sup>rd</sup> floor will see the hold button disappear starting **Dec. 21<sup>st</sup>** but they will be physically accessible until the movers start on **Feb. 2<sup>nd</sup>, 2024**.
- To submit a request on an item that no longer has the hold button available, you can submit the [retrieval form](#) (which will typically be available for 1 week after the floor has closed).
  - After this day, items that have been moved will not be accessible until all items in the library have been moved to the Collection Center (which is projected as April 2024).
- Interlibrary Loans from other institutions will still be available – even if we have an item in our collection.
- Veronica will be touching base with faculty members in KPE and will coordinate notifying those in ECP books their research areas and specific dates in more detail. (She will touch base with Sharon as well for Education as a whole).
- Concerned about the number of items you can check out?
  - Additional borrowing cards available ([Faculty Research Cards](#))
  - [Faculty Office Delivery](#)
- Faculty and students can borrow up to 100 items; but Faculty can borrow up to 200 items. There is a Faculty Office Delivery Service available.
- Worried about Course Reserves for the Winter 2024 term?
  - Submit your requests now though the website at <https://www.mcgill.ca/library/services/teaching/course-reserves/request>
- For students:
  - Floors will be closed, but will re-open when movers have finished moving the books on each floor. The same number of study space & seating will increase once books have left each floor.
- Enquiries about the library move can be directed to our Faculty Liaison [Veronica Bergsten](#).

Question: EGSS asked about Study Spaces reserved for Faculty of Education students in the building.

Answer: V. Bergsten responded that there are 10 other libraries with study spaces on campus after McLennan Library closes.

Answer: S. Smith-Gilman responded the Learning Commons space (including the Curriculum lab) is intended for the Faculty of Education.

Question: how long will the Library renovation last?

Answer: V. Bergsten responded that the building will be open for all of 2024 but the renovations will last for three years.

Answer: Dean Talwar informed the members that there will be a presentation on the Library renovations at the next Faculty Council.

## EGSS

### Awards:

EGSS plans on distributing the following awards:

- Academic excellence award (merit based - 3 MA, 3 PhD).
- Student solidarity fund (student initiatives for fall and winter semesters).
- Perseverance award (need-based, 5 MA, 5 PhD).
- Travel awards.

Waiting for funds from PGSS before sending out award callouts, they have advised EGSS that the funds should be received sometime between October and November.

### Events:

**Back to School Pizza Event** was held on Sep 5, 2023. There was pizza, snacks and games in the graduate student lounge. It was an opportunity to meet the current EGSS Council.

**Postcard event** was held on Oct 3, 2023. This was a Arts event to decorate postcards. Snacks and light refreshments were provided.

**Merchandise Sale** was held in September 2023.

**Halloween** Date TBD. Food, snacks and games will be provided in the EGSS Lounge. Props and small costume accessories will be provided for a “photobooth”.

### Graduate student lounge (card key access, room 633):

- Snacks, drinks, stationery, and art supplies are regularly replenished (3~4 times a week).
- Food items (frozen meals, microwavable oatmeal and rice, bagels, bread) are replenished once or twice a week.
- On October 3<sup>rd</sup> 2023, some of the appliances (microwave, coffee machine) were stolen from the lounge and now are being replaced using leftover funds.

### Communications:

- We communicate with students via our monthly newsletters sent through email, our social media (Facebook, Twitter, Instagram), and our website

## EDUS

### Events:

**Grilled Cheese Fest** was held on September 11, 2023 to welcome students (back) and it was a success, sold out of grilled cheese over an hour early!

**Creepy Crawl for the Cure** to be held on October 21, 2023. This Halloween-themed apartment crawl is a charitable fundraiser with all proceeds going to the Canadian Cancer Society.

**EduBuddies** was held on September 16<sup>th</sup> 2023 with 46 mentors/mentee pairs.

**PedTalk** the First PedTalk with Mr. Tino Bordonaro was held on Monday, September 25th from 11:30 a.m. -12:30 p.m. on the topic of the Concerns and Recommendations of the Advisory Board on English Education (ABEE) regarding Bill 96

**Asian Author Library:**

Equity Commissioners Serena Sethi and Nattamon Tokaao curated a list of literature created by Asian authors. This collection of books aims to support Education students with greater resources for Asian representation in literature. Students can use these books for personal enjoyment or use them with their students. The bookshelf is in the Education building lounge

**Cohort Bonding:**

Program-specific representatives have hosted successful events promoting community within their cohorts. Recently had a K/Elem painting picnic event and “Donut Stress” for U3 K/Elem students on FE3.

**VARIA**

Meeting adjourned @ 1:45 p.m.