

FACULTY COUNCIL
FACULTY OF ADMINISTRATIVE STUDIES

A meeting of the Faculty Council of the 1988/89 Academic Year will be held on Friday, September 30, 1988 in the McCaskill Centre.

AGENDA

1. Chairman's Remarks
2. Dean's Remarks
3. Minutes of Previous Meeting
4. Business Arising from Minutes of Previous Meeting
5. Enquiries & Communications
6. Nominating Committee
 - Motion for approval of FAS Committee Membership 1988/89.....Appendix 'A'
7. Report of Office of Student Affairs
 - A Report on Accomplishments vs. Goals for the Offices of Student Affairs and Student Services for 1987/88.....Appendix 'B'
 - A Report on Outstanding MBA Applications Who Choose Not to Attend FAS.....Appendix 'C'
8. Workplans of Faculty Committees
 - Masters Programme Committee.....Appendix 'D'
 - Undergraduate Programme Committee.....Appendix 'E'
 - T&P Committee.....Appendix 'F'
 - Ph.D. Programme Committee.....Appendix 'G'
 - Nominating Committee.....Appendix 'H'
 - Research Committee.....Appendix 'I'
9. Ontario Centre for International Business
10. Enhanced MBA International Business Task Force
11. BBA/MBA Curriculum Task Force
12. Other Business
13. Adjournment

MINUTES OF FACULTY COUNCIL

FACULTY OF ADMINISTRATIVE STUDIES

The regular meeting of the Faculty Council of the 1988/89 Academic Year was held on Friday, September 30, 1988 at 9:30 a.m. in the McCaskill Centre.

The following were present:

Dean Dezso J. Horvath
M. Moyer - Associate Dean, Student Affairs
T. Beechy - Associate Dean, Academic

Professors:

| | |
|---------------------|------------------------|
| M. Anselm | R. Lucas |
| S. Borins | A. Mawani |
| P. Bradshaw-Camball | C. Mayer |
| D. Brewer | R. McClean |
| W. Cook | V. Murray |
| J. Darroch | D. Nath |
| J. Dermer | T. Peridis |
| I. Fenwick | R. Peterson - Chairman |
| E. Fischer | L. S. Rosen |
| D. Fowler | G. Shaw |
| J. Green | J. Smithin |
| R. Irving | A. Staffieri |
| W. Jordan | S. Warner |
| I. A. Litvak | B. Wolf |

Others:

| | |
|--------------|--------------|
| T. Burns | L. MacDonald |
| T. Carter | B. Moffat |
| C. Courtis | C. Pattenden |
| B. Gainer | M. Scheepers |
| M. Galvin | L. Sgarbossa |
| K. Harrigan | C. Shook |
| D. Johnstone | W. Siegel |
| T. Jones | J. Singer |
| S. Lewis | D. Varma |

H. Barrington - Secretary

1. Chairman's Remarks

The Chairman called the meeting to order and stated that he wanted to make a practice of starting promptly at 9:30 a.m. He welcomed members to the first Faculty Council meeting of 1988/89 and to the beginning of a new era in our Faculty's development.

As Chairman, he will act on the basis of the following assumptions:

- a) The Faculty Council is the highest and most important legislative body of the Faculty of Administrative Studies.
- b) The Faculty Council must reflect the consensus of opinion on the important issues facing our Faculty - a community of scholars.
- c) Consensus implies that we should carefully determine, at all times, the priorities of the Faculty. The responsibility for setting the agenda for Council meetings is the most important role of Executive Committee.
- d) The various Faculty Committees listed on the agenda are sub-committees of this Council.
 - . The Chairmen of these committees, along with some ex-officio members, make up the Executive Committee. The Dean is an invited ex-officio member of Executive Committee.
 - . The Chairman of Faculty Council also acts as Chairman of the Executive Committee.
 - . The Executive Committee, aside from setting priorities, is responsible for
 - monitoring the progress of the work undertaken by Faculty Committees.
 - bringing to Council's attention issues that may not arise through the committee system.
 - anticipating issues that need a consensus.
 - . Over the years the Council has been most effective when a lot of discussion took place outside of and before Council debated issues.
 - . The Council also has worked most effectively when individual members constantly kept the members of the Executive Committee and its Chairman informed of their concerns, opinions, suggestions....
- e) By contrast, the Operating Committee is an advisory committee to the Dean. It is chaired by the Dean. It consists of all the administrative heads of the various operating units within our Faculty. It is responsible for implementing the wishes of the Faculty Council.
- f) Finally, the Management Committee assists the Dean to manage the Faculty's affairs.

g) This year the order of meetings have been changed to make our decision-making process more effective:

- . Council - Fourth Friday of each month.
- . Executive Committee - Second Friday of each month.
- . Operating Committee - First Friday of each month.
- . Management Committee - At the call of the Dean (about twice per month).

As Chairman of Council, he will try to make sure that meetings proceed efficiently by using parliamentary procedures. At times it will be important, in the interest of reaching consensus, to allow Council meetings to flow more freely, like town meetings.

Members were also reminded to sign the attendance sheet.

He observed that the agenda for this meeting outlines the objectives and work of the Faculty for 1988/89. The Chairman then welcomed our new Dean, Professor Dezso J. Horvath.

2. Dean's Remarks

The Dean welcomed everyone to the first Faculty Council meeting of the academic year and stated that he is looking forward to working with everyone in the exciting times ahead. He thanked everyone on behalf of Mona and himself for attending the recent Faculty Reception.

He added that in his more than 10 years in the Faculty he has noticed that a communication gap tended to develop between the Dean's Office and the faculty. The Dean intends to use the Council to prevent such a gap developing during his administration. At each Council meeting he will report on progress made toward Faculty goals, the current activities of the Dean's Office and the upcoming activities and issues with which he will be dealing.

Dean Horvath welcomed new Faculty additions: 5 tenure track faculty members - P. Bradshaw-Camball in OBIR, J. Darroch in PLCY, E. Fischer in MKTG, D. Johnston in MGTS, and D. Nath in MKTG; Contractually Limited faculty members - M. Anselm in ECON, J. Rumsey and F. Skinner in FINE, and T. Staffieri in ACTG. He also welcomed K. Harrigan from the P & M group.

He hoped all the newcomers have an exciting and promising time for many years to come in the Faculty. He believes new faculty members are very important to the Faculty because they bring new ambitions, high expectations, different ideas, etc. We must do everything to make this Faculty exciting for them. It is very important that we consult them during our Faculty decision making processes, but since they are very vulnerable at this stage of their careers, teaching and research (rather than committee work) should be their primary concern.

Dean Horvath reported on his major priorities for the Faculty: promoting quality research and teaching, hiring additional faculty members, financing of the Ph.D. programme, improving computing facilities, and being more competitive re offers made to new faculty members.

In addition, the intense competition in the new faculty job market has left some existing, older faculty members in anomalous positions. Dean Horvath will be examining this carefully.

The Dean will follow the practice of reporting on details of various ongoing negotiations at the Operating Committee meetings. Each Faculty member should inform him/herself about these matters through Area meetings or by consulting the Area Coordinator directly. For example, Faculty members should consult their Area Coordinator about the Faculty's current hiring plans and priorities.

A motion was passed at the last Faculty Council meeting for a curriculum review. Dean Horvath's first job as Dean was to appoint a Task Force. Vic Murray will chair the BBA/MBA Curriculum Task Force with Ian Fenwick, James Darroch and L. S. Rosen acting as members.

Progress is being made on The Ontario Centre of International Business. One of the major tasks will be to put in place a high profile MBA Programme. A Task Force has been established. C. Mayer will be the Chairman of the Enhanced MBA International Business Task Force and A. Litvak and B. Cuff will be members.

In 1987, Dean Horvath was approached by the Hungarian Management Centre (HMC) for assistance and advice. The Federation of Deans (CFDMAS), and the Department of External Affairs, sent Dean Horvath to visit Hungary in July, as an agent of the Federation, on a fact finding visit. The Federation of Deans most probably will be approaching our Faculty to be the Canadian Co-ordinator for the programme. Dean Horvath reported that if we are going to emphasize international business as a Faculty, we must not ignore the recent developments in Eastern Europe.

Dean Horvath stated that he may change the structure of the Associate Deans' responsibilities in the new year. He believes it is important that we put more effort into our alumni programs, into fund raising, and into relationships with external stakeholders in general.

Since he became the Dean, he believes progress has been made toward a more positive, supportive climate in the Faculty. He thanked everyone for being so willing to serve the Faculty on the various new initiatives that have been undertaken. He believes our Faculty has a bright future if we keep this momentum going.

3. Minutes of Previous Meeting

Professor B. Wolf moved that the minutes of the previous meeting be approved.

Seconded by Professor W. Jordan.

Motion Carried.

4. Business Arising from Minutes of Previous Meeting

The Chairman reported that over the summer he took one action as Chairman and that was to appoint Joe Green as Chairman of the Nominating Committee. This motion was moved by Professor Shaw and seconded by Professor Mayer.

Motion Carried.

5. Enquiries and Communications

The Chairman reported that an enquiry was received from the Senate Office asking for a workplan of new programmes and other academic initiatives that our Faculty will be sending forward for approval to Senate Committees.

6. Nominating Committee

J. Green, Chairman of Nominating Committee, moved the slate of committee assignments for 1988/89 with the amendment of C. Curtis as ex-officio on the Student Affairs Committee, Ph.D. Committee, Masters Programme Committee and Undergraduate Programme Committee.

Seconded by Professor W. Jordan.

It was noted that R. Lucas was not a member of the Undergraduate Programme Committee. The slate for student representation will be brought forward for approval next month. The Management Committee and Senate slots will be processed through a secret ballot and will be sent out as soon as possible. It was noted that W. Jordan is also a member of the Executive Committee in the Faculty of Graduate Studies.

Carried Unanimously.

The Chairman requested that the two student Presidents introduce their student representatives. Brenda Gainer, Ph.D. student representative, was also introduced. The Chairman welcomed and introduced Doug Johnstone, General Manager of Enterprise York, and Winston Seigel, General Manager of the York Consulting Group.

7. Report of Office of Student Affairs

Associate Dean Moyer reported on the "Accomplishments vs. Goals for the Offices of Student Affairs and Student Services for 1987/88". The Division of Student Affairs is made up of two parts, Student Programmes managed by Charmaine Courtis and Student Placement managed by Leslie MacDonald.

He reported that even though the Office of Student Affairs is not a committee of Council, they wished to participate in the workplan exercise. Last November he put forward a workplan and made a half-year progress report to Council last May. He invited questions on the two reports in Appendix B & C. Questions were raised and answered.

8. Workplans of Faculty Committees

Research Committee

D. Fowler, Chairman of the Research Committee, presented his Committee's workplan. He stated that one of the major activities of this committee is to distribute research funds. The major change this year will be to split the research funds - two-thirds this semester and one-third next semester. The Committee will examine ways to promote research in the Faculty.

Masters Programme Committee

Professor Jordan, Chairman of the Masters Programme Committee, presented his Committee's workplan. The major tasks will be 1) The Masters Programme Committee will review the proposal from the Task Force on International Business and forward it to Council in December 1988; 2) The Committee will review proposals from the Task Force on Curriculum Review; 3) Encourage the Management Science Area to develop a more formal and extensive concentration in production management; and 4) Keep track of developments in the Financial Services Centre and review any proposal and forward it to Faculty Council.

Undergraduate Programme Committee

Professor Shaw, Chairman of the Undergraduate Programme Committee, reported that his Committee will continue its mandate to give leadership in the development and presentation of the curriculum for the Undergraduate Programme in FAS. The chief initiative will be working with the Task Force on Curriculum Review. He reported that the reports from the three outside reviewers for our Undergraduate Programme Review has been received.

T & P Committee

Professor Cook, Chairman of the T & P Committee, reported that his Committee's work is basically to handle T & P cases before them. The

Committee will investigate the possibility of having an Adjunct designation for part-time people who teach in our Faculty. He stated that we are reminded by Senate T & P that the rest of the university has a peer review process (classroom visits by colleagues) and this committee must recommend a formal ruling on this issue for Council approval.

Ph.D. Programme Committee

Professor Irving, Chairman of the Ph.D. Programme Committee, reported on his Committee's workplans. He reported that a review of the existing programme structure would be forthcoming. In the longer term there will be the 1990 programme review. They will be developing proposals for Ph.D. Programmes in other Areas such as Management Science and International Business. They will examine the possibility of obtaining a mandate from the province for a faculty-wide Ph.D.

Nominating Committee

The Chairman reported that he has worked closely with Professor Green, Chairman of the Nominating Committee. The Committee's workplans will be: 1) to undertake a review of each Council Committee; 2) to undertake an inventory survey of service by FAS colleagues on committees on all levels of the University; 3) to undertake a review of FGS and Senate-level committees which should have FAS representation, either formally or otherwise, and 4) to make appropriate recommendations to Council.

9. Current Computing Situation in the Faculty

Kevin Harrigan, Computer Co-ordinator, reported that our Faculty is still using the old VAX 785. Sixty-four faculty members are connected to the system and 30 terminals are available for students. There has been problems with old faculty terminals and they have all been replaced by new terminals. Secretaries are on the VAX 725 (Castor and Pollux) connected into ORION. In the near future (November 1st) 194 connections will be in place and the VAX 785 will be replaced by a VAX 6230.

10. Ontario Centre for International Business

In the absence of Professor Gillies, Dean Horvath reported on the Centre.

The final contract with the Government, University of Toronto, Wilfrid Laurier University and York is in the final stage. The contract has been reviewed by lawyers and the President. Robert Johnstone, former Consul General of Canada, has been appointed by the Board as Director of the Centre effective November 1st. The Dean believes he will be a strong addition to the Centre.

The education component of the Centre will be a new MBA Programme. The Centre will be promoting a Ph.D. in International Business and also do work in Executive Development. He strongly believes the Centre will be a

good source of FAS resources. The third element will be the import/export component at Wilfrid Laurier. He stated that York is in a good position to enhance its reputation but we are also very vulnerable because the timetable to establish the Enhanced MBA is very tight. The Director of the Enhanced MBA International Business Task Force is C. Mayer. The Chairman of the OCIB Board will be M. Cohen and the first Board meeting will be in October.

11. Enhanced MBA International Task Force

Professor Mayer, Chairman of the Task Force, reported that the Centre is not a York activity only, but is housed at York. The time available is insufficient and cooperation is needed to put together a strong MBA programme. S. Pyke, Dean of Graduate Studies, sent the proposal to OCGS in the summer and reported back that approval is needed before proceeding any further. In the past it has taken one and a half years to get approval for a new programme. Our contract specifies September 1989 as the startup date for the enhanced MBA programme.

The game plan is to put together a programme within the existing framework of the MBA Programme for September 1989. The current vision is to work on an MBA/MA in international affairs, similar to the MBA/LLB.

Questions were raised and answered.

12. BBA/MBA Curriculum Task Force

V. Murray, Chairman of the Task Force, reported that he is enthusiastic about this project. He reported on the Committee's terms of reference and the structure of the committee. The basic process to be followed was also outlined. At the May 1989 meeting of Council, the Task Force will report.

Questions were raised and answered.

13. Other Business

Nil.

14. Adjournment

Professor Mayer moved that Faculty Council be adjourned.

Seconded by Professor W. Jordan.

Motion Carried Unanimously.