

FACULTY COUNCIL

FACULTY OF ADMINISTRATIVE STUDIES

A meeting of the Faculty Council of the 1988/89 Academic Year will be held on Friday December 16, 1988 at 9:30 in the McCaskill Centre.

A G E N D A

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. Student Affairs Committee
 - Motion with respect to amending the appeals procedure for debarment. (Appendix A)
7. Masters Program Committee
 - (a) Motion for the approval of a new MBA elective (MKTG 6360). (Appendix B)
 - (b) Motion to delete the current elective (MKTG 6350). (Appendix B)
 - (c) Motion regarding the proposal for the Awarding of Graduate Diplomas in International Business and the related concentration in the International Business Program of the MBA degree. (Appendix C)
8. Faculty Academic Plan 1988/89
9. Other Business
10. 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 December 16, 1988 at 9:30 a.m. in the McCaskill Centre.

The following were present:

Dean Horvath
M. Moyer, Associate Dean, External Relations
D. Dimick, Acting Chairman, Faculty Council

Members of Faculty:

P. Alley	M. Anselm	P. Bradshaw-Camball	D. Brewer
W. Cook	D. Daly	J. Darroch	J. Dermer
I. Fenwick	E. Fischer	K. Hebner	R. Irving
D. Johnston	W. Jordan	I. Litvak	C. Mayer
E. Maynes	C. Oliver	T. Peridis	M. Rice
L. Rosen	H. Rosin	P. Roy	G. Shaw
J. Smithin	S. Warner	B. Wolf	

Others:

C. Courtis	B. Moffat	C. Shook	P. Zarry
H. Bartel	T. Jones	L. Sgarbossa	

M. Scheepers, Secretary

Item #1 - Chairman's Remarks

Professor Dimick reported that Professor Peterson was unable to chair the meeting due to a trip to Estonia.

Item #2 - Dean' Remarks

Dean Horvath reported that the first meeting of FAS's Advisory Council had taken place on December 14th. Focus of the meeting was to orient members on FAS. He hoped to bring small groups of Advisory Council members back, prior to the March meeting, to get them better acquainted with the Faculty. He reminded faculty that it is our job to integrate the Advisory Council into FAS.

Dean Horvath reported that, in compliance with the YUFA agreement, the University has put in place a joint committee on Affirmative Action. He stated that this committee will play an important role in our Faculty's hiring. All hires must go through this joint Affirmative Action Committee and he cited the recent hiring exercise in Marketing. Dean Horvath reported that Professor Pat Bradshaw-Camball, is the Faculty's representative on this joint committee and will be in touch with each Area Coordinator to discuss how they will be required to deal with this matter.

Dean Horvath updated the Faculty on the reorganization of FAS currently underway. He reminded the Faculty that during the search process for the Dean he had suggested developing an external outlook in the Faculty. He felt that critical activities such as alumni, fundraising and executive development had been overlooked. He reported that since his appointment in the middle of August he has been working towards his goal of reorganization. As of January 1, 1989 the new organization will be put into place though in skeleton form. The new organization will see the merger of the Associate Dean, Academic and Associate Dean, Student Affairs positions and the creation of a new position entitled Associate Dean, Academic.

The second Associate Dean position will be retitled Associate Dean, External Relations. Alumni, fundraising, executive development and the external promotion of FAS will come under the direction of this position. The Placement Office, renamed the Career Counselling Center, will be moved out of Student Affairs and under the direction of this position. The Career Counselling Centre will look after Alumni placement and expanded services to Alumni.

Professor Mel Moyer has agreed to take on the Associate Dean, External Relations position and his new office will be located on the 4th floor. Professor Tom Beechy has agreed to serve as Associate Dean, Academic. Dean Horvath reported that details of the reorganization have not yet been finalized and people affected by it will be asked for their feedback. Professional managers will be required to assume some of the duties currently being performed by the Associate Deans and Dean Horvath is working on bringing in funds to help finance this. Dean Horvath hoped that the complete reorganization would be in place by July 1, 1989.

Associate Dean Moyer stated that he enters his new position with a measure of regret and excitement. The regret for what he leaves behind. He stated it has been a pleasure working with the staff of Student Affairs. They make an enormous, if unseen, contribution to the Faculty both in student life and FAS in general. He stated he was well served by work done in Student Affairs, with special thanks going to Charmaine Courtis and Carol Pattenden for their pleasant and professional manner. He expressed excitement in taking on the position of Associate Dean, External Relations.

Associate Dean Moyer spoke on FAS's role in graduate studies. Criticism is being voiced on the performance of business schools in Canada and we are coming under scrutiny.

Associate Dean Moyer talked on FAS's need to interact more closely with alumni. He saw inherent problems in that the majority of our students were part-time with loyalties often to other universities. He stated that Executive Development's location is unfortunate, facilities inadequate and our offerings incomplete. As we reach out into the community, in our fundraising efforts, we may come back with money, hardware, etc. but we will receive criticism, suggestions and perhaps even demands. Associate Dean Moyer stated he looked forward to continuing to work with Leslie MacDonald and Peter Zarry.

Professor Smithin enquired where the Faculty's research efforts would be administered in the new organization and whether a third Associate Dean responsible for research could be appointed.

Dean Horvath stated that the research component will fall under the direction of the Associate Dean, Academic. The Research Committee will take on a more active role in FAS under the chairmanship of Professor Gareth Morgan. He stated that the YUFA contract does not allow the appointment of a third Associate Dean, but, in future, it could be possible to appoint an Assistant Dean.

Item #3 - Minutes of Previous Meeting

Professor Mayer noted that the minutes did not indicate his presence at the November 25th meeting of Faculty Council. It was also noted that the spelling of Mr. John Parkin's name was incorrect.

Professor Fenwick moved that the minutes of the previous meeting be approved with the above amendments. It was seconded by Professor Jordan and the motion was carried.

Item #4 - Business Arising from Minutes of Previous Meeting

Nil

Item #5 - Enquiries & Communications

Professor Dimick relayed a communication from A. Stauffer, Chair of Senate regarding membership on a special committee to review the legislation on appointments and reappointments in the Faculty of Graduate Studies. He recommended that this communication be passed to Dean Horvath for discussion and follow-up by Management Committee. He requested that any comments regarding this communication be passed over to the Dean.

Item #6 - Student Affairs Committee motion with respect to amending the appeals procedure for debarment.

Professor Roy, on behalf of the Student Affairs Committee, moved the following amendment to the Faculty of Administrative Studies appeal procedures for debarment:

The Chair of the Executive Committee of the Faculty Council is responsible for screening appeal letters to ensure that they specifically address the grounds for appeal defined herein. If, in the Chair's opinion, grounds for appeal are not provided, the appellant will be so informed and given two weeks to provide suitable grounds. The Chair may then decide, on behalf of the Executive Committee, that the (second) letter of appeal presents no valid grounds for an appeal. The Chair must inform the Executive Committee at the meeting immediately following his or her negative decision, by means of copies of the letter of appeal (exclusive of other case documentation) and the Chair's reply, of his or her decision.

Professor Jordan suggested the removal of the wording "of his or her decision" in the motion. Professor Roy agreed to this amendment.

The motion with amendment was seconded by Professor Fenwick. Those in favour numbered 29, those opposed 0. The motion was carried.

Item #7 Masters Program Committee

Professor Jordan, on behalf of the Masters Program Committee, moved for the approval of the following new course:

MKTG 6360, Advanced Marketing Analysis Techniques

and the deletion of the following course from the curriculum effective September, 1989:

MKTG 6350, Marketing Decision Models

It was seconded by Professor Mayer. Those in favour numbered 22, those opposed 0. The motion was carried.

Professor Jordan wished to thank the Marketing Department especially Professor Rice for acting in a responsible manner in assisting to clean up the calendar.

Professor Jordan, on behalf of the Masters Program Committee, moved the proposal for the awarding of graduate diplomas in international business and the related concentration in the International Business Program of the MBA degree, be approved. It was seconded by Professor Mayer.

Professor Jordan stated it was important to spell out clearly what is required for graduation. The following changes to the diploma requirements (page 5 of proposal) were suggested:

1. Addition of PLCY 6000 to diploma requirements.
2. Additional wording indicating that students "have participated in at least 75% of the international business seminars when in residence".
3. Additional wording indicating that students "have completed 2 elective courses in international business".

Professor Mayer agreed that with the above changes to the motion.

Professor Jordan wished the following three policy changes be brought to the attention of Faculty Council:

1. The diploma program is a full-time program only.
2. Courses 6951 to 6954 will be open only to diploma students.
3. English speaking students will not be allowed internship in an English speaking country without special dispensation from the Program Director.

Professor Mayer wished to recognize a number of people responsible for preparation of the International Business proposal: Professor Borins, Professor Wolf, Professor Litvak, Professor Cuff and Suzanne Firth. He also wished to thank the MBA Program Committee and Charmaine Courtis for their input.

Professor Mayer stated that the next steps for approval of this proposal included its presentation to committees of Senate and the Faculty of Graduate Studies. Only after these approvals can we start to advertise the program. He indicated that excellent candidates have already come forward and this included one interested individual with a GMAT score of 740.

Associate Dean Moyer enquired whether there were any plans to establish an exchange program with Britain. Professor Mayer indicated one would be established in the future.

Professor Wolf enquired that even though we cannot advertise the program, can we discuss the program with interested parties.

Professor Mayer stated that he is scheduled to talk to student groups in other universities about the program.

Mr. Robert Johnstone raised the question of listing the participants from the other partner universities. Discussion ensued on who should make up the list. It was decided to leave the list unchanged.

Professor Alley indicated that PLCY 6000 required for the diploma will be different from the existing PLCY 6000 and that this differentiation should be indicated. Charmaine Courtis responded that this could be accomplished by an addendum to the course description.

Mr. Robert Johnstone suggested that the Internship requirement should include a report from the employer on student performance.

Professor Peridis enquired into the number of foreign students that will be in the initial group. Professor Mayer responded that initially there would be no foreign students participating, but, as the program expanded this would go up to about 15 out of the 50 students enrolled. He stated that funding for foreign students will be a problem. Nevertheless, other universities with similar programs, have a large representation of foreign students in their programs.

Professor Shaw enquired whether this program was unique. Professor Mayer indicated that it is unique in Canada but not in the world.

Professor Dermer enquired whether BBA's would be encouraged. Professor Mayer indicated no, this was a graduate program.

Professor Mayer returned to the question brought up previously by Professor Jordan regarding the statement that this diploma program is only for full-time students. He stated that in rare instances students may be able to meet full-time requirements without being enrolled as full-time students, and felt that these students should be allowed to enroll in the program.

Discussion ensued on the ramifications of allowing special cases into the program. It was decided to leave the motion as it stood.

Those in favour of the motion numbered 25, those opposed 0. The motion was carried.

Dean Horvath thanked the taskforce and all those persons involved in this proposal.

Item #8 - Faculty Academic Plan 1988/89

Dean Horvath reported that at the end of September the President requested a plan from the Faculty. Time horizons were not discussed as to whether it was to be a three or five year plan. The President did indicate that if new initiatives were not mapped out in the document, these initiatives would not be supported by Central Administration. Dean Horvath reported that Associate Dean Beechy has done an excellent job of putting together this document, and after including individual faculty members comments and suggestions it will be submitted to Central Administration.

Dean Horvath stated that the University in the past has not coordinated the plan and budget submissions. He stated, that, based on our academic plan a budget proposal will be submitted as early as January.

Item #9 - Other Business

Associate Dean Moyer reported that Elmer Phillips was in good health and would be returning home soon.

Professor Irving requested contact names at other Universities to whom he can send Ph.D information.

Item #10 - Adjournment

Professor Shaw moved that Faculty Council be adjourned. It was seconded by Professor Dermer. The motion was carried.