

NOTICE OF MEETING

**71st Meeting of Faculty Council
Thursday October 18, 2018
3:00 pm – 5:00 pm, Senate Chamber, N940 Ross**

Agenda

1. Call to Order and Approval of the Agenda
2. Chair's Remarks
3. Minutes of the **September 13, 2018** meeting.....1
4. Business Arising from the Minutes
5. Presentation: Alice Pitt, Vice Provost
Decanal Search Process.....6
6. Dean's Report to Council
7. Question Period
8. Reports of Standing Committees of Council
 - Executive Committee
 - Items for Action:
 - Closure of nominations: Faculty Council Standing Committees
 - Closure of Nominations: LA&PS Contract Faculty Representatives on Senate
 - Curriculum, Curricular Policy and Standards
 - Item for Action: ITEC.....9
 - Consent Agenda.....10
9. Item for Information: Contract Faculty Representation on Faculty Council Results.....11
10. Other Business for Which Due Notice Has Been Given
 - Motion from the Executive Committee RE: Composition of the Decanal Search Committee.....12

2018 - 2019 Liberal Arts & Professional Studies Faculty Council Meetings are normally on the second Thursday of the month at 3:00pm in the Senate Chamber, N940 Ross.

November 8, 2018
December 20, 2018 *scheduled on
the third Thursday due to a
scheduling conflict
January 10, 2019

February 21, 2019 *scheduled on
the third Thursday due to a
scheduling conflict
March 14, 2019
April 11, 2019

May 9, 2019
June 13, 2019

York University
Faculty of Liberal Arts & Professional Studies
LA&PS Faculty Council

Senate Chamber
Minutes of the 70th Meeting of Council
September 13, 2018

T. Abdullah, M. Adriaen, P. Angermeyer, P. Avery, M. Belore, J. Berland, M. Bernholtz, K. Bird, J. Bonnell, I. Boran, C. Chapman, L. Cho, M. Cobblah, G. Colussi-Arthur, P. Cooper-Clark, N. Couto, D. Davidson, A. Davis, A. Djogbenou, C. Dumont, C. Edmondson, C. Ehrlich, S. Ehrlich, P. Evans, I. Ferrara, G. Georgopoulos, A. Glasbeek, L. Goldring, R. Grinspun, S. Gururani, M. Harper, S. Hepburn, R. Iannacito-Provenzano, P. Idahosa, R. Kenedy, A. Khalil, S. Khan, E. Kennedy, P. Khaiteer, R. Koleszar-Green, A. Kulak, M. Leps, S. Liaskos, F. Latchford, B. Lawrence, A. MacLennan, T. Maley, A. Manafu, C. Marjollet, K. Mastek, T. McFarlane, J. McMurtry, K. McPherson, J. Mensah, K. Michasiw, J. Michaud, A. Mofith, E. Nielsen, R. Ophir, R. Philpot, R. Myers, J. Ng, M. Poon, H. Prince, M. Quirt, A. Ramjattan, N. Razack, A. Redding, M. Reisenleitner, A. Ricci, R. Remy, J. Simeon, J. Simoulidis, S. Roburn, J. Squire, A. Sriskandarajah, M. Thomas, K. Thomson, R. Tordoff, S. Tufts, S. Visano, A. Weiss, R. Wellen, S. Whitworth, E. Winslow, L. Wood, D. Woody.

1. Call to Order and Approval of Agenda

The meeting was called to order.

The Chair announced that an item for Other Business was received for which due notice was not provided. This item is in the form of a hortative motion.

The Chair called for the Council to vote to determine whether to add this motion to the agenda under Other Business.

A member requested that the motion be read aloud as a matter of accessibility. The Secretary of the Council read aloud the full text.

A member urged his colleagues to take a moment to discuss whether it is worth the time of the Council to discuss the motion,

noting it has a reputational impact on the institution and has a motivational impact on our students.

The Chair explained that a hortative motion is outside the jurisdiction of Council, but it is something on which the Council can express its opinion, if it so wishes.

It was moved and seconded to vote on whether to include the motion in the agenda. (43 voted in favour and 11 voted against).

It was moved, seconded, and carried to put the motion on the agenda.

The Chair requested the motion for the revised agenda be approved.

A member introduced a motion to change the order of the agenda items, so that the motion in question be discussed after the Dean's report and before the reports of the Standing Committees.

The motion to approve the amended agenda was seconded and carried.

A member requested that a time limit be added to the new item to ensure that there is adequate time to address all the business in the agenda that was announced in advance.

The Chair responded that he would keep a close eye on the time.

2. Chair of Council's Remarks

The Chair welcomed members to the 70th meeting of Council. He introduced Colin McMahon as the Manager of Faculty Council.

The Chair called on Colin McMahon to read the Indigenous Acknowledgement.

The Chair suggested that peaceably sharing space is one important aspect of collegial self-governance, and he invited all members to participate in the process of Council self-governance.

The Chair reminded councillors that he assumed the position in summer and noted that the vacancy for the role of Vice-Chair of

Council. He thanked Andrea Davis from the Executive Committee for stepping in to serve as Vice-Chair for this Council meeting.

He reminded members that nominations will open to fill the Vice-Chair position, as well as several vacancies on Standing Committees.

The Chair noted that the Dean would give her final report to Council and present a staff service pin.

He noted that Chairs or Vice-Chairs of the Standing Committees would deliver year-end reports on behalf of their Committees.

3. Minutes of the March 12, 2018 Meeting and the April 30, 2018 special meeting of Council

The Chair noted that there was no request to move items off the consent agenda, so these items are deemed approved.

It was moved, seconded, and carried to approve the minutes of the March 12, 2018 meeting.

It was moved, seconded, and carried to approve the circulated minutes of the April 30, 2018 special meeting of Council.

There was no discussion and the minutes were passed.

4. Business Arising from the Minutes

There was none.

5. Dean's Report to Council

The Chair called on Dean Ananya Mukherjee-Reed to report to Council.

The Dean first presented a staff service award for ten years of service to Kay Li, a Research Officer in the Dean's Office.

The Dean remarked that her usual reports to Faculty Council included updates on enrollment numbers, but because of the unique

circumstances this year those numbers would be better delivered in October, by which time there will be a clearer picture to present.

The Dean noted how pleased she was to see the PowerPoint presentation celebrating new faculty members. She asked new faculty in attendance to stand. Applause followed.

She explained that one of her priorities since becoming Dean was renewing the faculty with hires, an undertaking which initially seemed impossible. The Dean noted that the project was successful thanks to everyone's cooperation and hard work in the departments. She expected 43 new hires in 2019-20, which will bring the number of new faculty hires in LA&PS since 2015 to a total of between 108 and 112. The Dean remarked on her delight in seeing new colleagues in attendance, noting how much their energy and leadership will benefit LA&PS and the university.

The Dean cited several other initiatives still in process that she hopes will be taken forward. She referred to the Fieldwork Cost Fund for PhD students. She explained that the pilot project, slated to begin in the summer of 2019, will include 20 fieldwork cost awards. Recipients will receive full-funding for a year to carry out fieldwork. The Dean explained that on their return to campus, the award winners would regain their TA positions. She expressed her hope that this funding program will yield some great dissertations and improve completion rates in the Faculty.

The Dean noted that the second project in process that she hopes will be taken forward is the establishment of Distinguished Visitorship/Chair in Social Justice. She explained that the Faculty has been able to identify resources to create one such position for three years. The Dean noted that if LA&PS is successful in securing external funding for the position, matching funds from the university can also be accessed to make the Chair in Social Justice a permanent feature of the Faculty.

The Dean echoed the Chair's opening remarks by urging everyone to participate regularly in Faculty Council to ensure that it can play its role in governance of the Faculty.

The Dean expressed her hope that the student presence in Council would continue to grow. She noted that the Chair of SCOLAPS was in

attendance and remarked on how previous Chairs of the Student Council of the Faculty have won undergraduate leadership awards.

She noted that the Faculty is in relatively good shape in terms of recruitment. While acknowledging the challenges and uncertainty ahead, the Dean remarked that she envisages a recovery. She reiterated that faculty recruitment process for 2019-20 hires is underway, with 43 positions advertised.

The Dean stated that the Faculty has generally adapted well to the implementation of the SHARP budget model. She noted how few unpleasant surprises there have been because of how well staff has anticipated the process. She expressed her hope that the Faculty's plans for enrollment, complement renewal, and capital projects should take shape unless something unexpected happens.

The Dean noted that she will step down on September 28, 2018 and then spend time in India before beginning in her new position November 1, 2018. The Dean expressed that she will always remain keen to see how the Faculty evolves.

The Chair thanked the Dean for her report and invited questions.

There were no questions.

The Chair wished Dean Ananya Mukherjee-Reed all the best.

6. Question Period

The Chair asked the member to read the slightly revised version of the hortative motion that he brought to Council.

The member read aloud the revised motion as follows: LA&PS Faculty Council condemns the use of York's Code of Student Rights and Responsibilities to threaten and discipline students who engage in lawful acts of peaceful protest.

The motion was moved and seconded.

The member explained that he brought this motion because there are wide implications for academic freedom, freedom of speech and assembly, and for York's reputation. The member stated that the administration hired a private security company to film strikers.

The member noted that there are eight charges in total against students brought forward under York's Code. He believed that these eight were singled out of the hundreds who participated in protests because they were the most vocal, which fits a pattern of the university intimidating students into silent submission.

The member noted the possible serious consequences for students, including suspension, expulsion, even deportation.

The member stated that the Code is a policy that lacks Senate oversight. The member noted that the administration called a tribunal rather than using the Code to initiate a process of restorative justice.

The member remarked on a recent television news story that cast York in a negative light. He noted that the President talks about healing, but the actions taken by the university send the wrong message.

A member noted that York responded differently in the past when CUPE members occupied the Senate and President's office, noting that at the end of the strike there was reconciliation rather than retribution. The member noted the dissonance between the university's message of healing and the opaque tribunal process, which singles out a few of the most vocal students.

A member recalled occupying the President's Office as a new graduate student at York.

A member took issue with the late introduction of the motion, which she considered undemocratic. She expressed concern about the unsubstantiated claim that violations did not occur. She noted that the administration would only pursue those who violated the code, and that it was for the tribunal to evaluate evidence.

A member stated that it is difficult to balance freedom of assembly and expression with other values. He noted that he left Romania seeking to flourish free from oppression. He expressed dismay at seeing the communist flag in the Senate chambers. He stated that he could not take a position on the motion because the details are incomplete.

A member supported the motion because it is phrased in terms of principle and it condemns use of the Code for purposes as listed in the motion.

A member noted the discussions at recent CAUT conferences about university administrations using codes of conduct to combat protests.

A member noted that Council was asked to vote on a motion having heard only a one-sided version of events from the movers of this motion. He found the wording of the motion troubling.

The member noted that the administration is investigating eight students, out of thousands who engaged in peaceful process, and doubted that these students are being disciplined for merely being outspoken. He noted that there were threatening incidents on campus and students broke into offices. The member stated that he could smell urine in this chamber.

He noted that this motion uses language and makes presuppositions that are unwarranted given the lack of evidence currently available.

A member noted that it was troubling receiving last-minute notice and a version of the motion without the revised wording. The member stated that all would agree that students who engaged in legal protest should not be punished, but the motion is worded with such a strong emotional appeal that we risk saying more than that if we vote for it.

A member supported the motion, noting that student conduct codes are not designed to punish political speech or action that are acts of conscience or civil disobedience, and he knew that these students were engaged in acts of protest. He encouraged members to read Thoreau's *Civil Disobedience*, the speeches of Dr. Martin Luther King, and Bobby Seals, *Seize the Time*.

A member noted that Council is not voting on specific cases of students, but on the principle of the motion presented.

A member suggested that the incidents, whatever they might have been, were not so serious as to lead to criminal charges or police activity. He noted that he speaks in his classes about Nelson Mandela, MLK, and Gandhi engaged in disruptive protests that were, for some people, troubling. He stated that what was at stake was the principle: whether what we teach is consistent with how we act.

The member noted that the official message is that the university remain a safe and supportive environment, but the VP also made a statement about students engaging in various alleged activities and

she listed them, which was wrong, because the university has prohibited the students from presenting their side of the story and by doing so dehumanizes them. He noted that the administration's message is problematic for us as an institution of teaching, learning and community building.

The Chair asked the member to read the revised text of the motion because the print projected is relatively small.

The member read aloud the following revised motion: LA&PS Faculty Council condemns the use of York's Code of Student Rights and Responsibilities to threaten and discipline students who engage in lawful acts of peaceful protest.

The Chair asked members to vote.

The motion carried (53 in favour, 12 against).

7. Reports of the Standing Committees of Council

a) Executive Committee

The Chair called upon Andrea Davis, who stepped in as the Vice-Chair for this meeting, to present the Executive Committee report.

She reminded members that there are a number of vacancies on LA&PS Standing Committees, including Vice-Chair of Council.

She noted that a full list of current vacancies can be found in Appendix A of the Executive Committee Report and that nominations will remain open until Faculty Council reconvenes in October. The member encouraged her colleagues to submit nominations because these are important roles in the process of collegial governance.

The acting Vice-Chair noted that members can direct any questions regarding this process to the Office of Faculty Council.

She noted that the Executive Committee report indicates that there were several items that did not receive approval from Council because they did not meet quorum or because Council meetings were cancelled, as was the case in April and June. Most of these items were of a curricular nature and are detailed in the Executive Report. She

noted that it was necessary to move ahead with these because programs and departments had to offer programming for students.

The acting Vice-Chair called on M. Quirt to present the Curriculum, Curricular Policy and Standards year-end report.

b) Curriculum, Curricular Policy and Standards

M. Quirt thanked the members of the Committee on Curriculum, Curricular Policy and Standards Committee members for their hard work, including members leaving, members returning, as well as those new to the Committee. She offered a special thanks to the curriculum staff and the incoming interim Dean.

She invited colleagues to contact her with any questions regarding the scope and mandate of CCPS.

c) Committee on Research, Policy, and Standards

The Vice-Chair called upon Antonio Ricci to present the Research, Policy, and Standards year-end report.

The member noted that the next Minor Research Grant competition will be in the Fall and criteria and protocol are up on the website. The member added that members can access a report on research metrics that was submitted to Executive Council in the Spring.

The member thanked outgoing members of the Committee and noted that the Committee has received great support from the Dean's Office.

The acting Vice-Chair noted that the other four committees do not have continuing Chairs and they have not yet met. She added that the year-end reports are available, and members who have questions should forward them to the Executive Committee or offer them now.

8. Other Business

The Chair called on Rod Philpot, Student Councillor, to present the motion that he submitted to Executive.

The councillor noted that OSAP has been delayed and Student Financial Services is struggling because of the strike. Students' book money and transportation funds are being held back.

The councillor asked Council to encourage the administration to suspend the practice of charging late fees until the end of year, when Student Financial Services is caught up and students receive their money. The university is only charging 1% interest, which is not a lot of money, but the suspension of late fees would improve the quality of life of students, who are already feeling enormous stress. The member asked councillors to recommend to the administration to suspend fines for delinquent financial accounts until the end of the year.

The motion was moved and seconded.

The Chair invited discussion.

A member remarked that students have come to her telling her how they have suffered from a lack of funds.

Another member encouraged councillors to vote for this motion because the moving of summer term put a great stress on students.

The motion carried.

9. Adjournment

It was moved, seconded, and passed to adjourn.

The motion carried.

10. Welcome Reception

The Chair invited everyone to join the welcome reception.

Markus Reisenleitner, Chair of Council

Colin McMahan, Secretary of Council

Final January 30, 2018

York University
Procedures for Decanal Searches
Updated January 2018

Attracting capable Deans is critical to advancing the institutional priorities and mandate of York University. The York Act vests in the President the power to recommend to the Board the appointment of officers of the University (13 (2) d). Under the terms of the current Collective Agreement with YUFA, the importance of collegial participation in the selection of academic administrators and Librarian Administrators is acknowledged in 12.27 (b): *Unless otherwise agreed to between the President and the Faculty Council of the Faculty in question, candidates for appointment as Deans or Principals shall be recommended to the President by search committees established by and advisory to the President, a majority of which have been elected by Faculty Council, and a majority of the members of which are full-time faculty members.*

In light of feedback from the York community and following a review of current practices at other leading Canadian universities, the Procedures for Decanal Searches are being updated, effective immediately.

University Procedures for Decanal Searches

The Deans/Principal play a crucial role in the academic leadership and governance of the university, as well as in the direction and administration of their Faculties and the promotion of teaching and research in those Faculties. It is therefore essential that a decanal search canvas widely to attract candidates who are best qualified for the position in relation to leadership and administrative capacities and experience and scholarly reputation.

The following general procedures shall govern all searches for Faculty Deans, Principal, and, as applicable, the Dean of Libraries. At the outset of a given search, any further specific or supplemental procedures may be agreed upon between the President and the Faculty Council Executive and presented to Faculty Council for approval.

1. The President

initiates a search by communication with Faculty Council normally 14 months before the end of the incumbent Dean's/Principal's term, or in the case of an unanticipated vacancy, as soon as possible.

2. Faculty Council normally elects 6 full-time faculty members, one staff and two students members (one undergraduate and one graduate student).

3. Ensuring the best possible outcome will be facilitated by a Search Committee that reflects the breadth and diversity of the Faculty. Each Council should therefore establish procedures reflecting the following principles:
 - a. A Search Committee should have some representation from full-time faculty members with familiarity of the job of Dean – that is, with academic administrative experience – typically no fewer than two colleagues who have been or who are currently chairs or directors of departments, or in non-departmentalized Faculties, members of the senior administrative team such as previous Associate Deans, UPDs, or GPDs.
 - b. Search Committees should broadly reflect the diversity of academic departments including at least one member from each department if possible, and if not, normally no department should have more than one member on the Search Committee; in non-departmentalized faculties, the Committee should broadly reflect the program areas or fields in the Faculty.
 - c. Search Committees should also reflect broadly the gender and demographic diversity of the Faculty.
4. Faculties with a significant proportion of contract faculty or who may desire to have an external member such as an alumnus may request adding an additional member to the Search Committee representing contract faculty, alumnus, etc. (to be agreed upon with the President).
5. The President appoints one member drawn from outside the Faculty concerned but who is familiar with the Faculty.
6. The President also names the Chair of the Search Committee, normally the Provost; names a non-voting secretary, normally an experienced senior staff member from outside the Faculty; may retain a Search Consultant to assist the Committee; and formally establishes the Search Committee as a committee advisory to the President, whose mandate is to conduct a search for a new Dean/Principal, in accordance with the agreed upon procedures, and to recommend to the President, by a specified date, the best-qualified candidate(s) for Dean/Principal.
7. The Search Committee is responsible for preparing the position profile drawing on input from Faculty Council and in consultation with the President.
8. The Search Committee will advertise the position in university publications and, if external nominations are being sought, may advertise in national and international professional publications. The Search Committee may also solicit recommendations for the position.
9. The Search Committee assesses and screens applicants/nominees and conducts interviews. The names of all the candidates considered at any stage, including the list of those interviewed, shall be kept confidential to the Search Committee and the Consultant. By agreeing to serve on the Committee, all members agree to be bound by these requirements of confidentiality.
10. The Search Committee prepares its recommendations for the President, identifying the candidate or candidates who present the knowledge, skills and capacities to undertake the responsibilities of Dean/Principal. The Committee may, if it wishes, rank order candidates.

11. The President consults with the Executive Committee of the Board of Governors which may act on behalf of the Board in appointing the candidate or may recommend the appointment to the Board, at its next regular meeting.
12. The President announces the name of the new Dean/Principal to the Faculty and the Board of Governors, and subsequently to the wider York community.

Pilot Provision (2017 – 2019) for Open Searches

For Faculties wishing to incorporate an open stage into their search, the following is being provided as a pilot for searches in 2017 - 2018 and 2018 - 2019 to be reviewed before incorporating as a standing option.

Where a Faculty Council indicates a preference for an open search, an open stage may be added to the process after the Search Committee has interviewed its shortlisted candidates confidentially and has identified its top ranked candidates – normally the top two ranked candidates. In order to ensure that York has access to the very best candidates, the Consultant (or if there is no Consultant, the Secretary to the Committee) will ask the top ranked candidates whether they are willing to meet with Faculty Council. That information will be kept in confidence by the Search Consultant (or Secretary).

If both/all the top ranked candidates agree to do so, they will be invited to present to a closed session of Faculty Council. The Search Committee will solicit input from Faculty Council about those candidates and consider this input in their final rankings to be presented to the President. In this event, all members of Faculty Council agree to be bound by the same requirements of confidentiality as the Search Committee. Council members will provide input to the Search Committee, but members of Council will be expected to keep the names of the candidates confidential in perpetuity.

If any of the top ranked candidates indicate a requirement for a confidential search, the open stage will not occur for any candidate. The Consultant will report to the Search Committee that at least one candidate requires a confidential search, without disclosing which candidate or candidates have not agreed to meet with Faculty Council. The Search Committee will in any respect consult extensively with Faculty Council about the position profile for the Dean and provide regular updates throughout the search.

Whether or not the search proceeds to an open stage, the top ranked candidates will also meet with the President, and the Search Committee may elect to hold follow-up interviews with them.

Committee on Curriculum, Curricular Policy and Standards

October (#2) 2018

ITEMS FOR ACTION (1):

Minor Change to Existing Program EVote Results

1. School of Information Technology

The School of Information Technology includes a choice of AP/WRIT 3988 (Effective Writing and Research) and AP/WRIT 3989 (Writing in the Workplace) as part of “Credits outside of Major” degree requirements for most of its programs. Further, the programs’ General Prerequisite rule stipulates that students cannot take 3000-level courses without prior completion of all 1000- and 2000-level ITEC and MATH courses. We propose: a) Replace the choice AP/WRIT 3988 or AP/WRIT3989 with one course AP/WRIT 2201 - “Effective writing and research in IT”, submitted by the Writing department separately. b) Include newly introduced AP/WRIT 2201 to the General Prerequisite rule.

Committee on Curriculum, Curricular Policy and Standards

Consent Agenda October 2018

New Course Proposals

AP GWST 3569 3.00	Colonialism, Gender & Sexuality
AP HIST 2900 6.00	Global Indigenous Histories
AP HIST 3774 3.00	Chinese Revolutions
AP PHIL 3300 3.00	Philosophy of Race

Change to Existing Course Proposals

AP GWST 4521 6.00	Feeling Queerly About Feminist Art
AP HIST 1040 6.00	The Presence of the Past: Commemoration, Memorials, and Popular Uses of History
AP HIST 4052 6.00	Cultural Revolution: The 1960s in Canada

Reactivate Retired Course Proposals

AP HIST 3391 6.00	Italy, Spain and Portugal since 1800
AP HIST 3670 3.00	Business History Since 1880

A consent agenda item does not involve new programs, significant new principles, or new policies. These proposals are clearly identified on the notice of the meeting as consent agenda items. Full proposal text is not reproduced in the hardcopy agenda package. Proposal texts are available upon request.

A consent agenda item is deemed to be approved unless, prior to the commencement of a meeting, one or more members of Council advises the chair of a request to debate it

Please contact the Secretary to the Committee (apccps@yorku.ca) if you have any questions regarding the changes to existing courses section.

Executive Committee Report to Council

October
2018

ITEMS FOR INFORMATION (1)

1. Contract Faculty Representation on Faculty Council

The Rules and Procedures of Council state:

Thirty representatives of contract faculty members including CUPE Unit 1, CUPE Unit II, and CUPE-Exempt Course Directors, during the year they hold a Course Directorship/Teaching Assistantship, or are on a leave for which they accrue applicable prior experience under the CUPE Unit II collective agreement;

Nominations closed on September 24, 2018.

Member eligibility has been confirmed by the Council office. 20 contract faculty members were acclaimed as Contract Representatives on Faculty Council.

First Name	Last Name	Nomination	Unit
Chandra	Kumar	Acclaimed	CUPE-2
Colin	Campbell	Acclaimed	CUPE-2
Sharon	Davidson	Acclaimed	CUPE-2
Patrick	Phillips	Acclaimed	CUPE-2
Hilary	Davis	Acclaimed	CUPE-2
Natalie	Neill	Acclaimed	CUPE-2
Murray	Cooke	Acclaimed	CUPE-2
William	Gleberzon	Acclaimed	CUPE-2
Dagmara	Woronko	Acclaimed	CUPE-2
Tanya	Taylor	Acclaimed	CUPE-2
Kevin	Reynolds	Acclaimed	CUPE-2
Carolyn	Steele	Acclaimed	CUPE-2
Michelle	Mohabeer	Acclaimed	CUPE-2
Joanna	Pearce	Acclaimed	CUPE-1
Sirvan	Karimi	Acclaimed	CUPE-2
Michelle	Mawhinney	Acclaimed	CUPE-2
Joan	Allen	Acclaimed	CUPE-2
Keith	O'Regan	Acclaimed	CUPE-2
Julie	Allen	Acclaimed	CUPE-2
A.J	Withers	Acclaimed	CUPE-1

2018 Decanal Search Committee Composition and Selection Procedures Faculty of Liberal Arts & Professional Studies

By request of the Provost & Vice-President Academic, the Faculty Executive Committee has drafted the following procedure for establishing a Search Committee for the new Dean of the Faculty of Liberal Arts & Professional Studies. The procedure has been developed to comply with the University Procedures for Decanal Searches updated January 2018.

Search Committee Composition

- Provost & Vice-President Academic
- **Six** Liberal Arts & Professional Studies full-time faculty members
- **One** contract faculty member with at least three years of teaching experience at York University
- **One** non-academic employee (YUSA or CPM)
- **One** undergraduate student
- **One** graduate student
- **One** full-time faculty member drawn from outside the Faculty who is sympathetic to and has an understanding of the complexity of the Faculty (appointed by the President)
- A non-voting Secretary shall also be appointed by the President

Principles of Membership

- All members of the Search Committee must be available for meetings between late November 2018 and the conclusion of its work.
- Membership of the Search Committee should reflect the diversity of the Faculty and the Faculty's commitment to maintaining and increasing that diversity. The Search Committee's composition shall also reflect a range in terms of experience, gender, and disciplines.
- The Search Committee will include a minimum of **two** members from each of the three areas of the Faculty (Professional Studies, Social Sciences, and Humanities).
- No more than **one** faculty member from any administrative unit in the Faculty of Liberal Arts and Professional Studies shall be a member of the Committee.
- Faculty Council shall make provision for **one** Liberal Arts & Professional Studies non-academic employee (YUSA or CPM) with significant full-time York experience (preferably at least five years within the Faculty) ensuring no conflicts of interest (i.e. positions that directly report to the Dean).
- Faculty Council shall make provision for **one** undergraduate student elected by and from the Student Council of Liberal Arts & Professional Studies (SCOLAPS).
- Faculty Council shall make provision for **one** graduate student elected by and from LA&PS members of the Graduate Student Association (GSA).

Nomination Provisions

- The Executive Committee will work to ensure that the totality of volunteers and nominees for election are reflective of the demographic diversity of the Faculty.
- Candidates will be invited to self-identify in relation to affirmative action designated groups: women, racialized groups, persons with disabilities, and aboriginal peoples.
- All candidates (faculty and staff) for election shall be invited to provide a brief biography or statement not to exceed 150 words articulating the strengths that they would bring to the Search Committee.

Balloting Provisions

- The ballot will be conducted through the Office of the Faculty Council through both eVote and hardcopy balloting.
- All members of the Faculty shall be eligible to vote for their constituencies.

Selection Process

- **Six** voting full-time faculty members of the Search Committee shall be chosen in an open vote consistent with principles of balance and diversity. The nominees with the highest number of votes who satisfy the criteria below will be elected to the Committee.
 - Of the **six** full-time faculty members, **two members** will be from a Professional Studies discipline, **two** members shall be from a Humanities discipline, and **two** members shall be from a Social Science discipline.
 - No more than **three** faculty members from any one of the three sections of the Faculty (Humanities, Social Sciences, and Professional Studies) shall be on the Search Committee.
 - The Search Committee will include a minimum of **two** female faculty members and **one** faculty member self-identifying as belonging to a racialized group to reflect the gender and demographic diversity of the Faculty.
 - A minimum of **two** full-time faculty members of the Search Committee will have leadership experience in academic administration at the unit or Faculty level (Chairs, Directors, ADs, UPDs, GPDs).
 - **One** contract faculty member with at least three years of teaching experience at York University will be elected in a separate Council-wide election. The elected contract faculty member can come from any administrative unit in the Faculty, regardless of the home departments of the six full-time faculty members on the Search Committee. Preferably, the contract faculty member will not be primarily affiliated with one of the units that an elected full-time faculty member comes from.

- **One** non-academic full-time staff member will be elected to the Search Committee. The individual (YUSA or CPM) staff member with the largest number of votes from its constituency (YUSA and CPM) will be elected.
- SCOLAPS will present the name of **one** undergraduate student elected by students.
- The GSA will present the name of **one** graduate student elected by fellow graduate students in LA&PS.

Open Search Provision

After the Search Committee has interviewed its shortlisted candidates confidentially and has identified its top ranked candidates – normally the top two ranked candidates, an open stage will be added to the search process. The Consultant (or if there is no Consultant, the Secretary to the Committee) will ask the top ranked candidates whether they are willing to meet with Faculty Council. That information will be kept in confidence by the Search Consultant (or Secretary).

If both/all the top ranked candidates agree to do so, they will be invited to present to a closed session of Faculty Council. The Search Committee will solicit input from Faculty Council about those candidates and consider this input in their final rankings to be presented to the President. In this event, all members of Faculty Council agree to be bound by the same requirements of confidentiality as the Search Committee. Council members will provide input to the Search Committee, but members of Council will be expected to keep the names of the candidates confidential in perpetuity.

If any of the top ranked candidates indicate a requirement for a confidential search, the open stage will not occur for any candidate. The Consultant will report to the Search Committee that at least one candidate requires a confidential search, without disclosing which candidate or candidates have not agreed to meet with Faculty Council. The Search Committee will in any respect consult extensively with Faculty Council about the position profile for the Dean and provide regular updates throughout the search.