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# Academic Advocacy Committee Meeting 6

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## 1. Faculty Council Standing Committees Representatives Orientation

- Purpose of Faculty Council: where all the major and minor changes for faculty gets approved or dismissed consists of dean, vice dean, all profs, student representatives, alumni and others (over 200 people)
- Standing councils focus on one aspect of improvement
- Become oriented to your responsibilities and work of the committee
- act in good faith
- be an active participant at meetings
- report back to your constituency on any significant issues
- attend faculty council meeting as your schedule permits
- Point raised: 4 meetings is not enough for faculty council - ideas of dropping or adding or modifying courses (sometimes changing whole curriculum).
  - Difficult to schedule more FC meetings because there are so many people.
  - Another reason for standing committees
- Purpose of AAC: central communication hub between faculty reps and discipline reps
- Communication mechanism: to ensure proper documentation for this year and future years; see prepared form
  - concise (bullet points)
  - comprehensive
  - homogenous
  - FOR AAB: all you need is lessons learned because it's confidential
  - Lesson learned: don't waste time during AAC meeting :P
  - Send to AAC
- Summary
  - COMMUNICATE (get agenda of different committees, send to AAC)
  - Be close to your other reps
  - Student reps have the “power” to make meeting agenda items (i.e. if there's something you'd like discussed email the chair to have it put in the agenda; you can present items for discussion)

## 2. Curriculum Update on Course.skule.ca

- Project overview
  - Issue identified on website. Ben created spreadsheet to record required updates



- Update on project status
  - Nikola (Webmaster) has completed the updates that we requested for the site
  - Resolved any issues with course codes and missing courses, etc.
  - Make comment section more like rate my prof
  - Development to occur on dev. copy of website to be created by Nikola

### 3. Frosh Anti-Calendar

- Project overview
- Got printed
- Frosh Kit Stuffing – August 28th

### 4. Mid-Course Evaluations

- Project Overview
  - Class rep and prof post evaluation (rep works with discipline club academic director to sort through responses)
  - doing for all courses will be too much work for the class rep
  - Available for all courses: class rep chooses which ones to focus on based on need
- First year demo review
  - Questions based on things that could be fixed halfway through a course
  - Rephrase “Instructor Availability” question to accessibility; possibly include a couple of sentences that make the students really think about their response; define accessibility with examples (i.e. office hours etc.)
  - Make two demos: one for Core 8 and one for EngSci (EngSci will include further breaking down the term “accessibility” into more questions)
  - Have question about what students would like to see online (possibly replace tutorial question)
  - Add question about content accessibility (for example course coordinator’s section has access to an abundance of useful information whereas other sections don’t have this relevant info)
  - Reduce options for hours/week question
  - Raise major issues with lecturers to the faculty to see if they will consider having them switched
    - ISSUE: creates hostility between students and faculty
    - ISSUE: logistics
    - ISSUE: availability
    - Alternate solution: content accessibility
  - **Rahul will prepare demo for EngSci First year by Thursday Aug 13<sup>th</sup>**



- **Oghosa to prepare feedback template by next meeting**
- 2<sup>nd</sup> & 3<sup>rd</sup> year discipline demos
  - **discipline reps make demos for 2nd and 3rd year reps to see for next AAC meeting**
- Inform department chairs
  - **Discipline club reps to communicate with club chairs to inform department chair that these evaluations are being done**

## **5. Other Business**

- Class rep orientation
- Fill out contact list document

## **6. Next Meeting**

- **Monday, August 24<sup>th</sup>, 2015 at 6pm**



## Attendance

<b>Board Members</b>		
VP Academic	Oghosa Igbinakenzua	Y
Board Member	Ryan Gomes	A
Board Member	Benjamin Leung	AwR
Board Member	<i>Vacant</i>	
<b>Discipline Representative</b>		
Chemical	Bernadette Skerl	Y
Civil	Nataliya Pekar	Y
Computer	<i>Vacant</i>	
Electrical	Julian Romagnino	Y
Engineering Science	Rossdan Craig	P
Industrial	Krystle Pang	AwR
Materials Science	Alan Stagg	Y
Mechanical	Jonathan Jeyarajah	A
Mineral	Seung Baek	AwR
<b>Faculty Standing Committee Representative</b>		
Community Affairs and Gender Issues	Sanchit Mathur	Y
Community Affairs and Gender Issues	Duru Aldinic	AwR
Community Affairs and Gender Issues	Farheen Ahmed	Y
Examinations	<i>Vacant</i>	
Scholarships and Awards	<i>Vacant</i>	
Teaching Methods and Resources	Amy Zhao	Y
Teaching Methods and Resources	Panjak Singh	Y
Teaching Methods and Resources	Lakshmikanth Rabi	Y
Teaching Methods and Resources	Maheyer Jamshed Shroff	Y
Undergraduate Curriculum	Rahul Chandan	Y
Undergraduate Curriculum	Arman Ghaffarizadeh	Y
Undergraduate Curriculum	Neha Bhasin	A
Undergraduate Curriculum	Simo Pajovic	Y
Academic Appeals Board	Bernadette Skerl	Y
Academic Appeals Board	Alan Stagg	Y
Academic Appeals Board	Gokul Kumar Kaushik	Y
Academic Appeals Board	Eric Bryce	Y

Y – Present

A – Absent

AwR – Absent with Regrets

P – Proxy