
Regrets: Eric Meyers, Amy Perreault, Heather O'Brien

Approval of Minutes from January 31, 2020: Minutes approved

Approval of Agenda: agenda approved

1. Director's Update (LF)
   - Luanne has submitted the ALA Biennial Annual Report in February
   - President's Academic Excellence Award: new faculty hiring will gain momentum in the Faculty of Arts; if anyone is interested in being involved in developing proposals for cluster hiring, please let Luanne know
   - BA Minor
     - Course development assistant positions are filled; course leads have been informed. Faculty members are encouraged to join the orientation meeting to learn more about the initiative,
   - Meetings have been set up now with seven other departments to discuss the Informatics Minor. Luanne Freund and Eric Meyers will be running these meetings over the next two months

2. Committee Reports

   • Leadership Committee (LF)
     - Leadership committee met February 27 to go through admission decisions for second round offers (where first round offers are declined)
     - Initial offers of admissions have gone out to top applicants
     - Questionnaire will be sent to admissions reviewers for feedback on this year's process to improve next year's evaluation process

   • Equity And Diversity Committee (JB)
     - See written report
     - The committee will be hosting student focus groups to gather feedback and insights on the equity and diversity statement
     - General comments regarding the statement are welcomed

   • Curriculum & Assessment Committee (RAH and VL)
     - See course proposal on Blockchain summer course
     - VOTE: New course proposal (Emerging Issues in Blockchain Technology):
       - For: 16
       - Against: 0
Abstain: 0
RESULT: Passed
  - More about the Summer Blockchain Institute in “Other Business” section

- Doctoral Studies (HOB – not present)
  - See written report

- Awards committee (EM – not present)
  - No report

3. Lead reports

- Technology (RAH)
  - No report

- Bachelor of Media Studies (RAH)
  - No report

- Master of Data Science (MAM)
  - No report

- Colloquia (HT)
  - Hannah Turner will send out email regarding next colloquia to all

- FNCC (LN for AP)
  - See written report

4. Graduate Advisor Report (LN)

  - See written report
  - Grad advising conference took place last week and was a rewarding experience; Sandy, Kevin, Yvette and Lisa attended the meeting

5. Administration & Facilities Report (VR)

  - See written report
  - Timesheets from students: there has been some questions around the short timeline between the student submitting hours and the request for faculty to approve. Clarified that the initial approval request is automatic. Will review timelines on follow up approval requests. It is the responsibility for the students to submit the hours on time.
  - VOTE: To install a dishwasher in the kitchen:
    - For: 15
    - Against: 0
    - Abstain: 1
    - RESULT: passed
- Carnival of Information is happening today at 3 PM, special acknowledgement to Debra and Belen for the incredible work they’ve done on this project

6. Educational Coordinator Report (KD)
   - See written report

7. Other Business (VL)
   - See document about the Blockchain Summer Institute seminars and events
   - Hackathon event for this year has a central theme of information
   - If anyone is interested in serving as the judge for the Hackathon case competition in May, especially if any partner organization is interested to serve as the judge, please let Victoria know.

Motion to adjourn by Rick Kopak, seconded by Tess Prendergast
Adjourned at 1:07 PM