

**Faculty of Science and Technology
Faculty Council Meeting
Friday, April 5, 2019
12:30 to 2:00 p.m.
Building 210 Room 390**

MINUTES

ATTENDEES: Don Noakes, Todd Barsby, Dan Baker, Gara Pruesse, Mark Noyon, Brian Dick, Caroline Josefsson, Jenifer Dawson, Liz Gillis, Samuelle Simard-Provencal, David Bigelow

REGRETS: Doug Corrin, Andres Enrich, Eric Demers, Jerome Lesemann, Sandra Johnstone

Approval of Agenda

MOTION: (Barsby/Pruesse)

Moved that the agenda be approved as presented. Carried.

Approval of Faculty Council Minutes – March 1, 2019

MOTION: (Pruesse/Barsby)

One correction: RMOT Course and Program Change – Increase RMOT 100 from 2 to 3 lecture hours.

Moved that the March 1, 2019 meeting minutes be approved with the update as noted. Carried.

1) Dean's Report (Attachment 3 for information)

Don Noakes

- Congratulations to Eric Demers for receiving the award for Teaching Design and Practice that Employs Experiential Learning – well deserved.
- Applications have increased by approximately 2% over last year to 5,836 (as of April 4, 2019). One third of the applicants are from high school students with two-thirds from mature (19+) students. While applications to Science and Technology programs are generally strong (at capacity) or quite strong (many more applicants than capacity) we will continue to promote new programs such as the new majors and engineering.
- Please remind and encourage faculty and staff to attend the AURORA Open House on April 8th which will include a demo of the new Finance system.
- Reminder for faculty to ensure that their final exams and other sensitive papers such as student marks etc. are secured and should not be left unattended in offices, vehicles, etc. In addition to academic integrity, there are a host of privacy issues should this material fall into the wrong hands or be otherwise misused. The cleaning company has hired student cleaners, and Don will send an email to all Faculty regarding student cleaners and security of information in everyone's offices.
- Cyber Security Awareness Training. About 50% of VIU employees have completed the training and faculty and staff are encouraged to complete the training as soon as practical.
- Sometime this year, MS-based computers will be upgraded to Windows 10 as Microsoft will drop their remaining support for Windows 7. There are approximately 250 – 300 computers on campus that will not support the upgrade and IT is formulating a plan to deal with replacing or upgrading these systems.
- Unfortunately, there was no year-end funding specifically targeted towards Science and Technology initiatives. However, VIU did receive year-end funding to support student access and accessibility issues along with a number of other projects. Some specific one-time funding was provided to support some trades training programs.

- Cleaning and Custodial Services. A number of concerns have been raised by several groups and hopefully some corrective measures will be put in place to address problems that have been identified. Please let the Don know if any problems persist.
- Don sent Chairs the notes from the Faculty of Science and Technology Course Scheduling and Timetabling meeting with Fred Jacklin and Kristine Chyplyk. Please distribute these to faculty in your department. If and when available Don will distribute the combined report from all of the meetings and Don expects that there will be follow-up meetings to discuss options for moving forward with some sort of a common timetable.
- Jim Wilkinson and Rosemarie Ganassin are retiring so we will be conducting searches to replace these individuals between now and June 15th.
- Reminder of research week and the engineering design competition next week. Thanks to all involved that supported the many projects and please encourage faculty and students to come out and celebrate the hard work and effort of students over the past year.

2) Senators' Report

Gara Pruesse/Brian Dick

March Meeting:

Transfer Diploma in Engineering was approved through Senate and was moved through the Board of Governors.

Consolidated Resource Plan was presented by Shelley Legin.

April Meeting:

Program Review Handbook – passed by Senate and has been recommended to the Board

Program Review Schedule– some implementation dates aren't realistic, but it passed. The Deans have been asked to review the list and ensure that it is accurate/realistic and review the timelines.

[Program Review Schedule.pdf](#)

3) Diploma of Engineering Design and Practice (Attachments 1&2)

Brian Dick

MOTION: To approve the Diploma of Engineering Design and Practice Proposal. (Dick/Bigelow)

The goal at this time is to get the framework to the next Provost Council meeting. Course outlines are currently being worked on and loaded into CMS and will come to the next Faculty Council meeting. This program will give students a stronger civil and entrepreneurial background, and can lead to employment as a technologist. Included are stronger labs, mandatory co-op, and projects tied to industry. All 2nd year course will be new and the program will take 2.5 years to complete.

1st year – 22 seats

2nd year – 18 seats

5-6 seats – International students

It was noted that the supplies budget was high – the supplies budget includes CAD and software licences that are expensive.

All in Favour – Carried

**4) Minor in Aquaculture
(Attachments 4&5, 12&13)**

**Mark Noyon, Spencer Russell,
Dan Baker, Jennifer Dawson**

MOTION: To approve both the Minor in Aquaculture Program (BSc and BA) and Courses, and that the proposals be moved to Provost Council, and through the academic approval process. (Noyon/Barsby)

- CMS is updated and ready for Curriculum Committee.
- 4 Co-op Sections created – this is to ensure that the courses are open and ready for future use. It was recommended that they be listed 1-4 to indicate they are to be taken in sequential order.
- As a courtesy it was suggested to talk to Social Sciences/Arts and Humanities about why a BA is proposed.
- Admissions requirements language in 2.3.2 should be updated to read: General admissions requirements apply. Move comments into the Notes Section.
- 200 level prerequisites – the wording will be updated to: Any 200 level Biology or Chemistry course. It was noted that Chemistry 212 is a required course so this would take care of this prerequisite for students.
- It was noted that the supplies budget is high – there is an impact to budgets as insurance for vehicles is now coming out of the operational budgets rather than facility's budget/

All in Favor (BSc and BA) – Carried

5) Declaring Major/Minor on Entry to Year 1 BSc

Todd Barsby

Todd will continue to work on this, and will bring an update to Faculty Council once the form and process has been created.

Adjournment: 1:55 p.m.