

Faculty of Science and Technology
Minutes – Faculty Council Meeting
Tuesday, February 28, 2012
8:30 to 10:00 a.m.
ICSS Boardroom – Building 395, Room 210

Present: David Bigelow (Chair), Duane Friesen, Eric Demers, Gara Pruesse, Glen Pugh, Mark Noyon, Greg Klimes, Kevin Jones (HORT Rep.), Tim Stokes, Todd Barsby, Ray Penner, Jim Wilkinson, Christine Couture (Recorder)

Regrets: Greg Crawford, Doug Corrin, Michael Girard, Rosemarie Ganassin

Approval of Agenda

Motion to approve: T. Barsby.
Seconded: G. Klimes.
All in favour. **CARRIED.**

Approval of Faculty Council Minutes: February 14, 2012

Motion to approve: T. Barsby.
Seconded: G. Klimes.
All in favour **CARRIED.**

Dean's Report

In Greg Crawford's absence, Christine Couture called for nominations for representation on Senate, Education Standards, and Curriculum Committee. The deadline for nominations is at 3:00 p.m. on March 5, 2012.

Composition of Convocation has yet to be determined for our Faculty.

MOTION to vote: Gara Pruesse – Departments to choose Option 1, 2 or 3 and submit electronically to Christine.
Seconded: Duane Friesen.

ACTION: <u>Department Chairs</u> to pass on to the rest of their department and get back to Christine by Friday, March 2.

Senators' Report

Senate did not meet since the last Faculty Council meeting. Eric Demers mentioned that the Education Standards Committee (ESC) met on February 14. The Registration Priority Proposal is still in consultation, as it is generating a great deal of discussion. As a temporary solution, the Registrar suggested a process that would use course reserves to implement a form of registration

priority that includes GPA. ESC approved a pilot project for the Biology Department to allocate up to 25% of seats in any individual course intake on the basis of GPA in the previous academic year. This pilot project will be conducted for second-year and upper-level courses during the upcoming May-June 2012 registration. ESC also asked that the Biology Department and Registration report back on the pilot project by October 2012.

Curriculum Committee Submissions

Eric Demers outlined the changes to the B.Sc. Major in Biology. In essence, there has been a modification to the upper-level Biology course requirements for Years 3 and 4.

MOTION to approve: G. Klimes.

Seconded: Ray Penner

All in favour **CARRIED.**

Summative Assessment

This item will be discussed at the next Faculty Council meeting.

Funding models for International Transfer Programs in Science and Technology

This item will be discussed at a future Faculty Council meeting.

Academic Plan, Item #5: Experiential Education

Todd Barsby spoke about a Curriculum Committee Working Group, of which he is a member, established by the Academic Plan to explore the extent of Experiential Education at VIU. Todd informed the Faculty Council to expect an email announcement from this Working Group that will further explain their goals and will clearly define the term “Experiential Education.” He stated that, as the Faculty’s representative on Curriculum Committee, he will be the contact person on the project and will work with the Chairs on gathering information on Experiential Education through an online survey that is currently in development.

Additional Topic: Procedure for classes when Instructors are Ill

When Instructors are ill, an improved procedure will be followed:

1. Instructors will email all support staff (Christine Couture, Rae-Anne Savard and Sarie Cooke-Yarborough), with a copy to their department Chair, or phone one of the support staff members. The instructor will identify all the courses and sections that need to be cancelled.
2. Using the SRS Class List option to email all students, a support staff member will email their students to inform them of class cancellation, including instructions (readings, etc.), with a copy to their department Chair, as well as all support staff.

3. Support staff will post class cancellation notices on classroom doors.

MOTION to approve: Gara Pruesse – to adopt the above procedure.

Seconded: Kevin Jones.

All in favour. **CARRIED.**

ACTION: Christine Couture will forward the above procedure to all instructional faculty. She will also email a reminder to all at the beginning of each term.

MOTION to adjourn: M. Noyon.

Seconded: G. Klimes.

All in favour. **CARRIED.**

Meeting adjourned at 9:25 a.m.