

Notes – Faculty Meeting

Monday, June 13, 2011

9:30 to 11:00 a.m.

Building 355, Room 203

Attendance was taken and quorum was met.

Announcements:

1. The minutes of the February 2011 Faculty meeting will be forwarded electronically.
2. Christine Couture has an arm injury, and she will be getting Dragon NaturallySpeaking software.
3. The Future Directions Committee's June 14 meeting was postponed, and Greg Crawford will reschedule for late August.
4. Our Faculty website is up and running thanks to Doug Corrin. Agendas, minutes and other related documents can now be posted.
5. Our Faculty Retreat is scheduled for August 18. The tentative venue will be at the Deep Bay Marine Station. The Dean asked that agenda items be sent to him and Christine.
6. The Dean asked if there was any interest in having a Faculty social (BBQ or potluck) after everyone returns from summer holidays (week of August 22). Everyone was in favour. The Support Staff will make arrangements for this event. Details to follow.

Budget Update:

It is taking Finance a long time to finish last fiscal year-end due to this year's labour dispute. The money saved on labour costs will be sent back to the Provincial Government, less any strike costs. Greg Crawford anticipates that any savings will not be rolled over to the current fiscal year; however, this is still under review in Finance.

Our Faculty's budget cut for the 2011-12 fiscal year is \$350,000, which is more than anticipated; as a result, the layoffs do not meet all budget cuts. The Chemistry Major FTE funding was being used as financial flexibility for the structural deficit from a few years ago. The renovation cost for the Chemistry Major would be over \$1M and, therefore, is not going forward. Dave Witty has indicated that he intends to hold back this funding; however, Greg is trying to figure out a budget to renovate some of the labs using the Chemistry FTE funding, and he is going to argue strongly to mitigate some of the cost from this funding. He intends to go to battle for Science and Technology.

Cuts to faculty workloads may or may not lead to a lay off due to various leaves and other mitigating circumstances. Finance has too much authority over the HR labour plan, making it hard for the Deans to track. Greg also wants more clarity. The GBET suspension was to assist with budget deficit within our Faculty. Summative Assessment will be undertaken by the VPAP's Office.

This year's budget is based on previous years and assumptions. The Dean was given the authority to divide and allocate funding between cost centers. Pat Eagar will send out budget information soon, but the Dean is to be contacted if this is not out in a timely manner.

ACTION: Future Directions Committee to discuss the issue of the Chemistry Major. Greg Crawford will endeavor to get financial statements from the last few years. He will prepare a synopsis of the 3.5% cuts and how the structural deficit came about. He will then forward to all faculty members.

Motion: Brian Dick.

Seconded: Gara Pruesse.

“Faculty Council to be involved on all budgetary matters related to the Faculty, and will be sufficiently informed to provide constructive advice to the Dean in a decision-making capacity. This information will include, but not necessarily be limited to, department workloads and supplies budgets, as well as funding or in-kind support provided to research centres.”

All in favour. **CARRIED.**

ACTION: Greg Crawford to forward Dave Witty's Summative Assessment flowchart to all faculty members.

Budget cuts:

Forestry – 10 %

Biology – One full-time Technician (from 5 Technicians to 4/actual budget cut not saving \$), plus one half-time instructor

Fish/Aqua – 0.25 (Biology)/leave replacement to be covered by a sessional instructor

Physics/Engineering/Astronomy/GBET– two full-time instructors, plus all sessional GBET instructors (program suspended for a second year)

A discussion ensued about whether these cuts were implemented, and if the timetable showed the changes. Greg Crawford acknowledged that the cuts to the Physics Department have not been completely implemented and need to be reconciled.

Dave Witty was notified of the lengthy waitlists in Biology.

Building 370 maintenance: There are water leaks and mold issues to be brought to Facilities' attention.

ACTION: Greg Crawford to pursue problem with water leaks/damage in Bldg. 370.
Faculty to email Rae-Anne Savard with any other infrastructure problems.

Senate:

Our Faculty Bylaws have been passed and accepted by Senate. The final version will be posted on our Faculty website as soon as possible.

ACTION: Greg Crawford to download Bylaws onto the Science and Technology website.

Non-instructional representation update:

Doug Corrin is on the subcommittee and a member of Senate. A process is needed for those not designated as faculty members, such as Laboratory Demonstrators.

Senate approved the process for Non-instructional Representation on Senate. It is as follows:

- Cases are presented to the Faculty for endorsement. A Faculty may determine the endorsement directly, or refer the matter to Faculty Council.
- Endorsed cases are presented by the Dean (as Chair of Faculty Council).

Less than 50% non-voting rights and Members at Large (Faculty Council).

ACTION: Greg Crawford to bring forward at Faculty Retreat.

Student representation at Faculty meetings and at Faculty Council:

Five students and one member on Faculty Council (process needed).

Summative Assessment Process:

Transfer programs are being considered, and the timeline is for January (if approved). An external review is part of the process.

ACTION: Dave Witty to bring forward on how best to deal with the process.
P&P to bring to Senate.

Faculty-student Engagement:

Alexandra Weissfloch, our Faculty representative on the Education Standards Committee, has been asked to consult the Faculty for feedback on Faculty-student Engagement. She provided a questionnaire with three questions for faculty to answer and to return to her anonymously. If anyone has any questions regarding the Committee's mandate, they are to contact Alexandra.

International Education Advisory Committee:

Brian Dick reminded the Faculty of this Committee. Committee members not only assist international students, but they also help domestic students to go abroad to study. Brian asked the Faculty to provide information and feedback on student activity, so he can pass this on to International Education to promote this assistance.

Instructors can also apply for travel grants for field schools.

Deep Bay/ICSS Update:

The Deep Bay Marine Station's Grand Opening will be on Thursday, June 23 at noon.

Building of the ICSS is now complete, and the recirculation system is now being installed. This year, the conference for the North American Chapter of World Sturgeon Conservation will be held at the Nanaimo Campus from July 11 to 14. The World Sturgeon Conference will be held in 2013.

Don Tillapaugh mentioned that all funding received for ICSS comes from outside VIU.

The meeting adjourned at 11:10 a.m.