

Minutes – Faculty Council Meeting

February 18, 2010

4:30 p.m.

CSR Conference Room, Bldg. 373, Room 206

Present: Greg Crawford (Chair), Mark Noyon, Dave Wessels, Doug Corrin, Debbie Hearn, Rosemarie Ganassin, Erick Groot, Sandy Patrick, Dave Bigelow, Michael Girard, Tim Stokes, Gara Pruesse, Jim Wilkinson, Liz Gillis (Recording)

Absent: Eric Demers, Greg Klimes, Duane Barker

Meeting called to order at 4:30 p.m.

Approval of Agenda:

Motion for Approval - Dave Bigelow, Seconded by Rosemarie Ganassin
All in favour. **CARRIED.**

Approval of Minutes – February 5, 2010 meeting:

Motion for Approval Dave Bigelow, Seconded by Erick Groot
All in favour. **CARRIED.**

Dean's Report and Budget Update:

The Faculty of Science & Technology is facing a 3.28% cutback for the next fiscal year. Greg has spoken with Department Chairs individually regarding how this cutback will impact their departments. Long term, the Institution is looking at an 8% budget reduction (based on the assumption of no new monies from the government and inflation). Whether this cutback will be applied evenly across Faculties or if the University will adopt a more strategic approach is as yet unknown. Greg asked Department Chairs to start speaking with their departments to see if there are any ideas on how departments and the Faculty as a whole may deal with future cutbacks. Greg would like to start planning for cutbacks on a longer time scale to reduce the yearly cycle of stress and uncertainty that dealing with cutbacks on a yearly basis causes. Greg is in the process of trying to get an accurate cost of the various programs and determining why the numbers vary depending on how they are calculated by different groups.

Capital money for the Faculty of Science & Technology will be recurring at \$140,000 per year. This year Greg will attempt to increase all departments' supplies budget while still keeping some of the Capital Budget in reserve for bigger purchases.

Greg reminded the Faculty Council that emails sent by Christine on his behalf should be treated in the same manner as if they came directly from him.

Senators' Report:

Senate has not met since the last Faculty Council Meeting.

Curriculum Committee Submissions:

Course changes approved by Faculty Council at last meeting have been submitted to Curriculum Committee.

Changes to MATH 100 & 101 course description (outlined below) were proposed because the current descriptions don't exactly correspond with what is being taught.

MATH 100 – Remove “area” and “Simpson’s and trapezoidal methods”; insert “l’Hospital’s Rule”

MATH 101 – Remove “l’Hospital’s Rule”; insert “area” and “Simpson’s and trapezoidal methods”

Motion to Approve – Rosemarie Ganassin, Seconded by Jim Wilkinson
All in favour. **CARRIED.**

Department Chair Selection Policy – Guiding Principles:

The Guiding Principles for Department Chair Selection policies drafted by G. Pruesse and D. Corrin were discussed. The purpose of the Guiding Principles is to provide a template for individual departments to modify. Once modified, copies of each department’s selection procedure are to be submitted to the Dean’s office for review and filing. A copy should also be kept by Department Chairs for future reference.

ACTION ITEMS:

- G. Pruesse and D. Corrin to edit the Guiding Principles template based on discussion at today’s meeting
- G. Pruesse and D. Corrin to email copy of template to the Dean and Department Chairs
- Department Chairs to discuss Department Chair Selection procedure for their department at next departmental meeting. Each department is to modify the Guiding Principles template to reflect their selection procedure, Chair duration, eligibility, and voting members (if applicable) for their department and submit this to the Dean’s office (ideally before the next Faculty Council Meeting)

Role of Institutional Directors on Faculty Council:

The issue of whether or not Directors of Science-related Institutes on campus should be involved in Faculty Council as *ex officio* members was discussed. It was felt that both the institutes and Faculty would benefit from more communication between the two groups (e.g., could lead to opportunities for students, allow more sharing of expertise between groups, quicker dissemination of information). Prior to such an invitation, however, the Faculty Council must review the procedure by which membership can be changed (outlined in the Faculty By-laws that have been approved by the Faculty but not yet the

Senate). It was decided in the interim that the Directors may be invited individually to future Faculty Council Meetings to give brief presentations. The Institutions considered include the Centre for Coastal Health, the Centre for Shellfish Research, International Centre for Sturgeon Studies, and Institute for Coastal Research.

ACTION ITEMS:

- Greg will be meeting with the Senate sub-committee on By-laws and will determine the status of the Faculty of Science & Technology By-laws
- Greg will reread the By-laws to establish the process by which the composition of the Faculty Council can be changed
- Greg will read the minutes of the last few Faculty of Science & Technology meetings to
 - identify issues the Faculty Council was asked to examine (e.g. student representation in Faculty and on Faculty Council)
 - determine if agendas and dates of Faculty Council meetings should be circulated to the entire Faculty prior to meetings

Motion to Adjourn: Dave Bigelow. **CARRIED.**

The meeting adjourned at 5:15 p.m.