

*Faculty of Science and Technology*  
**Minutes – Faculty Council Meeting**  
Friday, November 1, 2013  
12:30 - 1:30 pm  
ICSS Boardroom – Building 395, Room 210

**Present:** Greg Crawford (Chair), John Amaral, Todd Barsby, Dave Bigelow, Eric Demers, Brian Dick, Don Furnell, Dustin Howie (Student Representative), Greg Klimes, Huizhu Liu, Paul Lucas, Tim Stokes, Rae-Anne Savard (Recorder)

**Regrets:** Dean Slonowsky (Vice-Chair, Member-at-Large)

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### *Approval of Agenda*

The Agenda was approved with the following modifications:

- Include Lorna Millard's 15-minute presentation on Advising resources.
- Dean's Report: move "Boat Storage Options and Header House Footprint" to the end of the agenda.

Motion to approve: D. Bigelow

Seconded: J. Amaral

All in favour: **CARRIED.**

### *Approval of Faculty Council Minutes – September 20, 2013*

Motion to approve: D. Howie

Seconded: D. Bigelow

All in favour: **CARRIED.**

#### Additional Item: Advising resources presentation – Lorna Millard

Lorna, Advising/Student Affairs, spoke about the Advising resources available to faculty. She is the Advisor assigned to our Faculty and our Degree Advisors. If she cannot answer students' questions, she will normally refer them to the Department Chair or Degree Advisor.

Information on "Steps to Success" student workshops will be sent to the Dean in December. Through the Registration system, instructional staff can use the student early alert to identify failing students. They can be flagged with this alert through Grade Book, which is available to Enrollment Management who, in turn, consults with Advising. Advising then contacts the student on behalf of the Professor or Instructor. This is a proactive approach to intercept and actively assist students. If any faculty, especially new, have questions, they may contact Lorna.

**ACTION:** Topic for future Council discussion: Do we want to know more of the resources available in Advising? Do we require an early alert demonstration/workshop?

### ***Dean's Report***

Greg Crawford reported on the Strategic Resource Plan for our Faculty, submitted in mid-October. He will be giving his budget presentation to senior management on Monday, November 4. Council expressed concern about the lack of opportunity to weigh in on the order of prioritization before this was submitted. Greg explained how it became clear to him rather late in the process that there were a number of important budget priority “asks” that needed to be included in the budget. That issue, in addition to some cancelled Council meetings, led to the lack of an opportunity for consultation. He committed to requesting from senior management an opportunity to rearrange the order of priorities to allow for consultation with Council.

A discussion ensued around what Council’s role is supposed to be in the prioritization of strategic initiatives in the Strategic Resource Plan and the balance of governance (Council) vs. operational priorities (i.e., the Dean, with input from the departments) in the development of such plans. Some concern was also expressed about the influence of senior management priorities and proposals on our Faculty’s Strategic Resource Plan submission.

**ACTION:** Greg Crawford to forward Strategic Resource Plan to Council members and to report back.

Additional discussion arose around the confusion over some of the terminology used for the summative assessment process, particularly terms like “suspension,” “expansion,” and “enhancement.” Dustin Howie and Greg Crawford are both sitting on a Planning and Priorities’ summative program assessment working group that is currently reviewing the process, results and consequences of the first round of summative assessment. Dustin will be reporting to Planning and Priorities on this group’s progress.

**ACTION:** Dustin Howie will determine if he can send to the Dean the draft document on the Summative Assessment Program review, for possible dissemination to Council.

- Fisheries and Aquaculture B.Sc. and Redevelopment

Curriculum proposal to follow for discussion and vetting at a future Council meeting.

- Boat Storage Options and Header House Footprint

Tabled until a future Council meeting.

- Update on Teaching Awards

Tabled until a future Council meeting.

### ***Senators' Report***

Tabled until a future Council meeting.

### ***Curriculum Committee Submission***

Course Change Proposal: RMOT 497

Tabled until a future Council meeting.

### ***Appoint Administrators as Faculty members***

Tabled until a future Council meeting.

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Motion to adjourn: D. Bigelow

Seconded: G. Klimes

All in favour: **CARRIED.**

Meeting adjourned at 1:30 pm.