

Faculty of Science and Technology
Minutes – Faculty Council Meeting
Friday, November 14, 2014
12:30 – 2:00 p.m.
ICSS Boardroom – Building 395, Room 210

Present: Don Noakes (Chair), Bill Beese, Dave Bigelow, Dean Slonowsky, Don Furnell, Eric Demers, Greg Klimes, Jim Uhl (CSCI representative), Tim Stokes, Todd Barsby, Aubrey Robertson (Student Representative), Rae-Anne Savard (Recorder)

Regrets: Brian Dick, Huizhu Liu

Guest: Debra Hagen

Approval of Agenda

Motion to approve: D. Slonowsky
Seconded: D. Furnell
All in favour: **CARRIED.**

Accommodation for Students with Disabilities

Debra Hagen has been visiting all Faculties or Faculty Councils to make connections and to provide information. She asked that faculty distribute the fact sheet provided to new and sessional instructors. In addition, she asked that faculty be proactive when designing courses and to use material that can be converted to an appropriate format. For example, when posted to D2L, scanned images cannot be converted, as well as some PDF-formatted documents, cannot be easily read. Students' learning outcomes should be well documented. If any faculty member has questions, they can phone, email or stop by Disability Services.

Informal meetings are held in Disability Services the last Thursday of every month from noon to 1:00 p.m. in the Royal Arbutus Room. They are in the process of updating faculty instructions on their website. For security reasons, exams must not be sent or returned in the internal mail; however, Debra mentioned to email or phone them for possible pick up and/or delivery.

Approval of Faculty Council Minutes – October 10, 2014

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

Approval of Special Faculty Council Minutes – October 24, 2014

Motion to approve: D. Bigelow
Seconded: T. Barsby
All in favour: **CARRIED.**

Dean's Report

Don Noakes mentioned that our Faculty meeting will be on December 2, which unfortunately coincides with the VIU Department Chairs' Symposium.

Don met with Tula Foundation (private foundation), and he's hopeful they'll be working with Deep Bay. Currently, Jane Watson is working with the Foundation.

Don mentioned that Fisheries and Aquaculture's Scholarship and Awards Ceremony will be on December 1 and over \$22K will be awarded to our students. Our Faculty awards the greatest amount of scholarships per student compared to all other Faculties at VIU.

The Mathematics Major is an item on the Provost Council agenda. It is up for consideration at the November 26 meeting. The next step will be to work on the Major's detailed information to be presented to the Curriculum Committee.

The Fisheries and Aquaculture Redevelopment Program Proposal is at Stage 1, but the process is unclear as the program is a redevelopment and not a new one. Don and Dave Witty will discuss how to proceed (presentation to Senate).

Decisions on the Strategic Resource Plan will be announced in January 2015.

The issue of chemical storage and disposal was brought up, and Don will seek additional funding if needed.

Deep Bay now reports to the Dean of Science and Technology, and staff in the CSR and ICSS will continue to report to Don Tillapaugh. The Associate Vice President of Scholarship and Community Engagement, Trevor Davis, will likely have more of a role with the centres.

<p>ACTION: <u>Don Noakes</u> to present the 2014-2015 budget quarterly report at the December Faculty meeting.</p>

Senators' Report

No report at this time.

Curriculum Committee Submissions:

Course Change Proposals: RMOT 306, 357, 401, and 496

Greg Klimes noticed that the class size maximum for the above courses was changed to 24 in the Course Management System. He was asked to complete course change proposals to adjust the maximum to 18 seats. The same issue occurred in Forestry (the class size went from 24 to 28 seats).

Council recommended to clearly state the reason for the course change proposals is due to a data entry error, and that the class size was changed without permission.

Motion to approve with amendment: D. Bigelow

Seconded: T. Barsby

All in favour: **CARRIED.**

New Course Proposal: BIOL 325

This course will be cycling with BIOL 320 every other year. No new resources are required. There was some concern that Fisheries and Aquaculture students will not be able to access BIOL 320 if it is not offered every year; however, so far, Biology has been able to accommodate these students. BIOL 320 is an optional course and not required for the Biology Major.

In addition, prerequisites were discussed and, other than BIOL 202, the others were historically proposed by technology programs. In future, Eric Demers will take the prerequisites under consideration.

Motion to approve: E. Demers

Seconded: A. Robertson

All in favour: **CARRIED.**

Course Change Proposals: Housekeeping for 19 BIOL courses

The proposals are to update VIU's Calendar with respect to prerequisites.

Motion to approve: E. Demers

Seconded: G. Klimes

All in favour: **CARRIED.**

Course Change Proposal: BIOL 480

The nature of this course is more like a practicum and, keeping in line with other VIU program practicum components, the department deemed that a "complete or incomplete" grade would be more appropriate. The course is strictly an elective and is not counted towards a Major or Minor.

Motion to approve: E. Demers

Seconded: D. Furnell

All in favour: **CARRIED.**

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Motion to adjourn: T. Barsby

Seconded: G. Klimes

All in favour: **CARRIED.**

Meeting adjourned at 1:40 p.m.