

Faculty of Science and Technology
Minutes – Faculty Council Meeting
Thursday, October 20, 2011
3:30 to 5:00 p.m.
CSR Boardroom - Building 373, Room 206

Present: Greg Crawford (Chair), Duane Friesen, Brian Dick, Mark Noyon, Gara Pruesse (Recording), Eric Demers, Dave Bigelow, Greg Klimes, and Tim Stokes (Recording)

Regrets: Rosemarie Ganassin, Doug Corrin, Michael Girard, Glen Pugh and Todd Barsby

Approval of Faculty Council Minutes: September 29, 2011

Motion to approve: Greg Klimes

Seconded: Gara Pruesse

All in favour.

CARRIED.

Dean's Report

Greg Crawford emailed cost and cost per FTE data, as well as a link to historical enrollment data, in preparation for budget and Summative Assessment preparations. He also made reference to the email link to the Environmental Scan slide presentation that he sent out to the Faculty, along with his editorial comments.

Senators' Report

Eric Demers, Doug Corrin and Greg Crawford attended Senate on October 6, 2011. Senate is developing new criteria for the credits and grades system, as well as working on new criteria for distinction, based on a percentile for each degree BSc, BA, and BN. Concern was raised that this method could potentially disadvantage students in majors, where grading standards are higher relative to standards for majors within that same degree.

Budget Planning for 2012-2013

Greg Crawford outlined the current status of budget planning. There is a 3.5% cut anticipated for next year, based on a \$4.5 million cut from the \$120 million annual budget. He is not sure how this will be allocated. There followed a discussion on VIU's accounting system and reporting. Greg indicated that, this fiscal year, our Faculty's permanent cut was closer to 4.2%, that he did not expect to be able to meet that entire permanent cut within this year, and that for next year he was likely to make a pitch for something closer to 2.8% (i.e., to balance out the larger cut our Faculty took this year).

Greg mentioned a current institutional challenge to cut costs, while at the same time raising FTEs. He provided some general comments on potential cuts; no programs are expected to be cut in 2012-2013 (in order to give time for Summative Assessment to be carried out openly and thoroughly), so cuts will likely need to be done “within departments and programs.” As a guide on cutting costs, it was suggested that a comparison be made with departments at other similar institutions. Greg noted that such institutional data was not generally available publicly.

Greg will be preparing options and present them to Faculty Council for consideration and discussion. (He would like time to talk to the individual departments before bringing these ideas forward to Faculty Council.) He will seek the group’s feedback on options for cuts. It was suggested that cuts be linked to the Summative Assessment Process.

Greg will pass on to Faculty Council timelines for cuts, along with potential options and approaches.

ACTION: Greg Crawford will prepare timelines and options for cuts for Faculty Council to consider.

Curriculum Committee Submissions

Request for Program Change – Bachelor of Science, New High School Math Curriculum. Eric Demers introduced changes.

Motion to approve: Tim Stokes

Seconded: Greg Klimes

All in favour.

CARRIED.

Request for Program Change – Computing Science Two-Year Diploma, New High School Math Curriculum. Gara Pruesse introduced changes.

Motion to approve: Gara Pruesse

Seconded: Dave Bigelow

All in favour.

CARRIED.

Request for Program Change – Horticulture Technician Fundation Program, New High School Math Curriculum. Greg Crawford introduced changes on behalf of Michael Girard.

Motion to approve: Duane Friesen

Seconded: Dave Bigelow

All in favour.

CARRIED.

Additional Agenda Item - Faculty Council Governance Issues

Brian Dick noted that the new Faculty Council governance model placed greater demands on Council members than in the past. He expressed concern and offered a number of suggestions to help make Council meetings more effective, including:

- calling for agenda items two weeks prior to the meeting;
- having meeting materials available in a more timely manner;
- having minutes recorded by members of the Dean's Office, rather than relying on Council members;
- having draft minutes available soon after meetings; and
- having meetings only once per month, with extraordinary meetings only to be called when Faculty Council input is critical.

Greg Crawford noted that, if we move to monthly meetings for Council, we may wish to consider having two separate types of meetings: Faculty Council (for governance issues) and Department Chairs (for operational issues). Council decided to table discussion of the frequency of meetings for a few more months, given that there was some pressing need to meet more frequently in the short term (to discuss budget and Summative Assessment).

It was noted that the Bylaws say we must distribute minutes to the members within 30 days. This impacts the proposal for monthly meetings.

Motion: Brian Dick

Seconded: Dave Bigelow

“Be it resolved that the first item on the agenda will be a call to order and an introduction of guests (if applicable). The second item on the agenda will be approval of the previous meeting's minutes, plus a summary of all actionable items and their status. Be it resolved that the minutes shall be recorded at each Faculty Council meeting. Draft minutes will be distributed to Council members within one week of the next meeting's date.”

Five in favour; 1 abstention

CARRIED.

Motion: Brian Dick

Seconded: Dave Bigelow

“Be it resolved that agendas, with all supporting and supplementary material, will be provided to Faculty Council members within one week of a scheduled Faculty Council meeting.”

Five in favour; 1 abstention

CARRIED.

Meeting adjourned at 5:00 pm.