

January 19th, 1971

Minutes of the first meeting of the Science Faculty Executive Committee held on Tuesday, January 19, 1971 in Room 307 Tier at 3:00 p.m.

Members present : Dr. R.D. Connor, Chairman, Drs. J. Reid, G. Woods, G. Dunn, D. McKinnon, J. Eales, J. Vail, J. Svenne, M. Kettner, I. Cooke, P.K. Isaac, Mr. D. Sutherland, (12) , Mr. G. Richardson, Secretary.

Observers : Dr. R. Stanton, Dr. W. Brisbin.

Item #1 - Committee Structure for the Faculty

The Chairman asked Dean Cooke to speak to this matter.

Dean Cooke began by naming the 13 committees that the Faculty of Arts had agreed upon and had incorporated into their Faculty By-Laws. The Ad Hoc Committee called to consider the Science Faculty By-Laws had agreed not to incorporate the Science Faculty committees in the Science By-Law in order to keep the number of committees to a minimum and keep those agreed upon as flexible as possible. It was their decision that the structure of committees for the Faculty would be decided by the Executive Committee. Dean Cooke went on to explain that the new Faculty of Science was required by other University By-Laws to establish three committees; the Executive Committee of Faculty, the Liason Committee and the Science Advisory Committee (50-50 committee). These now exist. The Science Library Committee and the Science Committee on Graduate Studies also exist as sub-committees of the Senate Library Committee and the Board of Studies, but they are not committees of the Faculty Council. It was Dean Cooke's recommendation to the members that two other committees be established within the Faculty,

- i) A committee to handle decisions on student progress and standing
- ii) A larger committee to handle Faculty matters such as registration, course changes, room allocations, calendar, timetabling, space, etc.

He felt that this latter committee should have representatives from each of the Science Departments.

1) Committee on Student Standing

In the following discussion it was felt that this committee might follow along the lines of the Student Standing Committee of Arts and Science which no longer exists. This committee would not be concerned with admissions policy as there was already a Senate Committee on admissions. This committee's concern would be with problems once the student had been admitted into the Faculty.

It was thought by some of the Executive that this Committee would act as a "court of higher appeal" for the students, the first appeal going to and being handled by the office of the Dean. This being the case, the Chairman would likely be someone other than one of the Deans. However, upon further investigation as to the responsibilities of this committee's decisions, the amount of background experience needed and time required to chair this committee, it was decided that the members would hold their decision as to the Chairman until the following Executive meeting.

It was agreed that the name of this committee would be the Student Standing Committee. Its terms of reference could be formulated by the committee and submitted to the Executive for approval. The committee would however, concern itself with both Honours and General degree programs.

In discussing the membership, it was ultimately agreed that the Chairman of the Executive would select 8 members from the Faculty, list their past experience with students and submit this to the Executive for them to select 4 members plus a Chairman. It was agreed by all members that there would be no student representation on this committee. Dean Cooke recommended that either of the two administrative assistants in Science, who handle all student matters at the moment, be the secretary of this committee. Mrs. J. Stewart was suggested and it was agreed unanimously to appoint her as secretary.

There was quite extensive discussion on whether or not a student would be allowed to come before this committee to present his case. Mr. Sutherland stated that he hoped that this would be so because of the consequences the committee's decision could have on the student's future. Further discussion raised the question of what the committee's response would be if the appealing student retained the services of legal counsel. It was felt by the members that since the Faculty Committee was not a legally constituted one, legal counsel would not be allowed. However, regarding the question of the student coming before the committee, it was decided to hold decision until the following meeting, thus allowing the members time to consider all the ramifications.

2) Committee on Faculty Matters:

Discussion regarding this committee touched on two main aspects, the total Faculty involvement in the areas of concern of the committee and the amount of work, especially paper work, that is likely to be generated by this committee. Because of these two points, the Committee agreed that the Chairman of the committee should be one of the three Deans and the membership should include one representative from each of the Science Departments including the Biology Teaching Unit.

It was moved by Dean Cooke and seconded by Dr. Vail that:

"there be two student members on this committee " CARRIED

The Science Student Council would be asked to recommend the two students who would serve. Finally it was agreed to name the committee, "The Committee on Courses" , its terms of reference could be formulated by the committee and submitted to the Executive for approval.

Item #4 - Policy of Appointments of Deans, Directors and Department Heads

With the members' concurrence, the Chairman proceeded to item 4 on the agenda.

The Chairman suggested that the Executive might study any submissions received from Faculty and formulate a response to Senate or simply present the submissions to Faculty Council as a report from the Executive with comments.

After some discussion in which the importance of the Policy was pointed out, the Executive recommend that this Committee read and discuss any submissions and make a recommendation to Faculty Council.

It was agreed to schedule a Faculty Council meeting on January 29th, the day after the next Executive meeting. It was further agreed not to make the meeting a special one, thus excluding all other items of business, but to put this matter as the first item on the agenda.

If time allowed, other items would be discussed.

With regard to the directive from Senate that each Faculty or School was to decide whether or not they would cancel classes for the Festival of Life and Learning on February 11th, the Committee moved (Cooke, (Svenne)) :

"that February 11th be reserved for the Festival of Life and Learning and that all classes for the Faculty of Science would be cancelled"

In favour 7

Opposed 3

Item #2 - Basic Arts Requirements

The Chairman, with the help of Dean Cooke, took the members of the Committee through the route that the B.A. Requirement discussions have gone and where they stand at the moment. At the last Faculty Council meeting, at which time a motion was presented which would require Science students to take any three Arts courses, with an amendment ^{we made changing this} to one Arts course. Subsequent discussion led to the decision that the matter be turned over to the Executive Committee for their recommendations.

After much discussion during which the attached letter from Dr. W.H. Kleiner was read, the Committee agreed to the following motion: (Cooke, (Reid)).

"that the Science students be required to take 3 courses selected from any Arts Department(s) excepting those courses approved as satisfying the Basic Science Requirement."

In favour 7

Opposed 2

Abstention 1

The motion will then be referred back to the Faculty Council as the Executive Committee recommendation on this matter.

Because of the time, 6:00 p.m., it was decided to adjourn the meeting and continue with the remainder of the agenda at the next Executive meeting on January 28th.

/mrt

January 27, 1971

Inter-Departmental Correspondence

DATE January 11, 1971

TO All Members of the Science Executive Committee

FROM Mr. G. Richardson - Secretary

SUBJECT:

The first meeting of the Executive Committee of Faculty Council has been re-scheduled for Tuesday, January 19th at 3:00 p.m. in the Old Senate Chamber, 307 Tier Building.

A second meeting will be held on Thursday, January 28th at 2:40 p.m. in the Science Faculty Conference Room 250 Allen Building.

AGENDA

1. Committee Structure of the Faculty.
2. Basic Arts Requirements.
3. Assignment of Credit Hours.
4. Consideration of the Policy on the Appointment of Deans, Directors, Department Heads.
5. Consideration of the Policy on Consulting Work.
6. Other Business.

For information:

GR/mrt

President E. Sirluck
Dr. E. Waygood
Dr. H. Lees
Dr. H. Welch
Dr. A. Morrish
Dr. N. Mendelsohn

Dr. R. Betts
Dr. H. Wilson
Dr. B. Kale
Dr. R. Stanton
Dr. W. Barker

Inter-Departmental Correspondence

DATE December 21, 1970

TO All members of the Science Executive Committee

FROM Mr. G. Richardson - Secretary 

SUBJECT:

The Science Executive Committee meeting called for Tuesday, December 22, 1970 has had to be cancelled, due to a confliction with the Senate Executive meeting scheduled for the same morning.

Members will be advised of the new time as soon as one is set.

GR/mrt

For information:

President E. Sirluck

Dr. E.R. Waygood

Dr. H. Welch

Dr. A. Morrish

Dr. R. Betts

Dr. H. Lees

Dr. N. Mendelsohn

Dr. B. Kale

Dr. R. Stanton

Dr. W. Barker

Dr. H. Wilson

Inter-Departmental Correspondence

DATE December 14, 1970

TO All Members of the Science Executive Committee

FROM Mr. G. Richardson - Secretary

SUBJECT:

The first meeting of the Executive Committee of Faculty Council will be held on Tuesday, December 22nd, 1970 at 10:00 a.m. in the Faculty Conference Room, 250 Allen.

AGENDA

1. Committee Structure for the Faculty.
2. Basic Arts Requirement.
3. Assignment of Credit Hours.
4. Other Business.

GR/mrt

For information only:

President E. Sirluck	Dr. R. Betts
Dr. E.R. Waygood	Dr. H. Wilson
Dr. H. Lees	Dr. N. Mendelsohn
Dr. H. Welch	Dr. B. Kale
Dr. A. Morrish	Dr. R. Stanton
Dr. W. Barker	