

June 12, 1975
Twenty-First Meeting

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THE UNIVERSITY OF MANITOBA

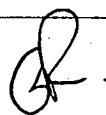
Inter-Departmental Correspondence

DATE June 6, 1975

TO ALL MEMBERS OF THE FACULTY COUNCIL OF SCIENCE

FROM G. Richardson, Secretary

SUBJECT:



The twenty-first meeting of the Faculty Council of Science has been called for Thursday, June 12, 1975 at 2:40 p.m. in Room 207 Buller.

A G E N D A

1. Approval of the minutes of the twentieth meeting held on May 7, 1975.
2. Matters Arising Therefrom.
3. Communications
4. Discussion on the Faculty's budget.
5. Report from the Executive Committee.
6. Report from the Senate.
7. Other Business. *Dr Young.*

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Minutes of the twenty-first meeting of the Faculty Council of Science held in Room 207 Buller Bldg. on June 12, 1975 at 2:40 p.m.

Members Present: Dr. R. D. Connor, Chairman, N.E.R. Campbell, N. Davison, J. Reid, T. G. Berry, H. W. Duckworth, J. C. Rauch, F. J. Ward, D. A. Young, C. C. Lindsey, B. R. Irvine, S. M. Woods, P. L. Ellis, R. M. Lyric, H. C. Finlayson, R. Dowling, D. Johnson, J. A. Gerhard, R. Quackenbush, M. Doob, K. Subrahmaniam, (Mrs.) K. Subrahmaniam, S. K. Sinha, K. Mount, B. D. Macpherson, H. Lees, I. Suzuki, D. N. Burton, A. Olchowecki, R. Riewe, N. Hawirko, J. C. Jamieson, P. Loewen, L. Van Caesele, F. M. Kelly, J. M. Wells, A. Chow, G. Baldwin, H. R. Coish, G. E. Dunn, H. E. Gesser, C. M. Wong, W. C. Brisbin, M. E. Kettner, J. Svenne, G. C. Tabisz, B. R. Henry, B. Johnston, M. Rayburn, G. Woods

Regrets: K. Stewart, J. Stewart, J. Berry, J.S.C. McKee, F. M. Arscott, Dean D. J. McCarthy, Miss K. Cobor.

Visitor: Mr. W. F. Birdsall.

1. Approval of the minutes of the twentieth meeting held on May 7, 1975.

It was pointed out that the spelling of the word "vitae" on page 5 was incorrect; with this correction the minutes were approved. Lees (Svenne).

2. Matters Arising Therefrom.

There were no matters arising from the minutes of the twentieth meeting.

3. Communications

The Chairman announced that the committee to review the headship of Dr. B. Kale, Department of Statistics had been struck. The committee's membership is attached to these minutes. The Chairman explained that Department Heads hired in the last 5-7 years have been hired on term appointments of 5 years, with an option of renewal to a second term of 5 years. In the year prior to the

completion of the first term, a committee is established to review the performance of the individual and if appropriate, recommend the appointment of a second term. There are, however, several Heads in the faculty who were hired prior to the use of term appointments and these hold office, without term, at the pleasure of the Board of Governors. There is no mechanism for review of these Heads unless requested by the individual. At the moment in the Faculty of Science there are four departments with Heads who have appointments without term, four with term appointments, including Dr. Kale, and three with Acting Heads or Directors. The Dean himself, holds a five year term appointment which was recently reviewed at his own request.

4. Discussion of the Faculty budget.

The Chairman explained that what he wished to do was show a comparison between the actual costs of last year's operation, 1974/75, in the faculty (estimated in the case of Supplies and Expenses and Special Academic as the March final Comptroller's print outs were not yet forwarded) and the figures budgetted for this year, 1975/76, and to clarify the figure, that was shown on the budget material that was distributed in Senate, as representing the amount of Science's reduction. The Chairman wrote the figures on the blackboard; these are attached to the minutes and include the minor changes which were discussed during the meeting.

In discussing the reduction the faculty had to make to meet this year's budget. The Chairman pointed out that the 'cut' amount was dependant upon the 'baseline' figure and that any baseline figure could be generated such that the reduction figure (in our case \$84,000 as shown in the Senate material) produces a final budget figure of \$5.309 million. In the three budget exercises that he had gone through prior to the final budget, not once did the faculty's baseline figure agree with that of the front office. As shown on the attached sheets the reduction to the faculty's budget over last year was closer to \$137,300 than that of \$84,000 shown elsewhere.

When asked if salary increases for AESES, UMFA and the excluded staff were shown in the figures, the Chairman answered 'no'. These increases

had to come from the central reserves of \$8.4M and when known, additional money would be transferred into the faculty accounts. Asked if the Supplies and Expenses figure included an inflation factor the Chairman answered in the negative.

In answer to the question; how was the faculty's reduction of \$137,000 arrived at, the Chairman stated that a sizable reduction had been made in the Supplies and Special Academic categories as well as through natural attrition in staff positions. In response to a question, the Chairman indicated that the cuts required could not be all met by natural attrition. There would have to be some lay-offs.

The Chairman was asked if the University had any contingency plans to meet the possibility of U.G.C. not accepting their deficit budget. The Chairman said he knew of none and he went on to say that if the budget was not accepted by the U.G.C., Science would likely be asked to find another \$100,000 from its budget. This, he emphasized, would be extremely difficult to do and could not be done without reducing the number of staff positions and seriously reducing the entire faculty program.

The Chairman pointed out that staff travel, which was allocated on the basis of \$30/academic staff member was not included in the budget material; it being held centrally. Miscellaneous Capital was also not included in the figure. Last year's initial allocation in this area was \$140,000; this year's allocation had not yet been established.

In concluding it was pointed out that the material distributed at Senate indicated an increase of income, derived from student fees of \approx \$300,000. At roughly \$500/student this increase amounted to 600 students. The Chairman confirmed this as being the projected increase relative to that projected in the phase 1 budget of last year. (In fact, actual student fees received last year was close to that estimated for this year).

5. Report from the Executive Committee

The report from the Executive Committee was given by Prof. N. Davison. It covered three Executive Committee meetings held on May 28, June 4 and June 11. Discussed at those meetings were the following items

of business.

- (1) Medals and Awards
- (11) Discussion on mail ballot.

In order to save on time, labour and materials the Executive Committee has recommended that in future elections, curriculum vitae not be sent to individual members but that one copy go to each department, that notices of meetings not be put into envelopes but stapled and dropped off at the departments for distribution, wherever possible minutes and documents be copied on both sides of the sheets and finally, any bulk mailing should be dropped off at the departments for distribution to the staff.

- (111) Departmental Council By-laws.

The Executive recommended that it go through these by-laws as they are received from the departments, send one copy to each department and make available one copy in the Dean's Office for individual staff should they wish to see any particular by-law and after an appropriate period of time if no changes are required, the Executive Committee would pass them on to Senate.

It was moved Davison (Henry) that:

"the Executive Committee be empowered to comb through the by-laws for gross inaccuracies and after a period of time for individual comment, pass on to Senate"

In the discussion it was pointed out that Senate had laid down a definite procedure for the by-laws to follow and by passing this motion we would be circumventing this procedure. (see minutes of the December meeting of Faculty Council). It was felt by many members that because the Executive acted on behalf of the Faculty Council the procedure required was being followed. As to whether or not the Senate Committee on Rules and Procedures should be consulted on the Executive Committee's recommended procedure, the Council was split in its feelings. An amendment to the motion was put forth by Doob (Quackenbush) that:

"a clause be inserted into the motion that would require the Rules and Procedures Committee to comment on the Executive Committee's tentative course of action"

DEFEATED

A second amendment was proposed Duckworth (Macpherson) that:

"the Executive Committee bring the results of their study of the by-laws to Faculty Council for ratification"

CARRIED

The motion as amended was CARRIED. The motion approved now reads:

"the Executive Committee be empowered to comb through the by-laws for gross inaccuracies and after a period of time for individual comment and change if necessary forward to Faculty Council for ratification"

(iv) Challenge Exams

Most of the departmental comment had been received by the Executive Committee now and it was their recommendation that the remaining ones be collected and a covering letter stating the faculty's position on challenge exams be drawn up and presented to Faculty Council.

(v) Professor/Course Evaluation

The reporter indicated that he was bringing this to Faculty Council at this time for information purposes only. The Executive Committee had thought that it was very necessary to get student input on this request, however, most students are away for the summer and unavailable for comment. This matter will be brought to Faculty Council again at a later date.

(vi) Senate Library Report

In reporting on the Senate Library Committee's report, Professor Davison said that the Executive Committee had read the report and after discussing it had passed the following motion: "that the Executive Committee recommend to Faculty Council that it choose the central library building concept".

He continued by pointing out that of the eleven libraries on campus four were "fixed", i.e. Science, St. John's, St. Paul's and Law, and the remainder with the exception of Dafoe were considered regional. The situation regarding libraries has become so desperate that the library will very shortly be faced with the decision of either not buying any new books or shipping out some of the lesser used ones into storage.

The two proposals that the library committee is asking Senate to set a priority on are:

- (i) build a new library to house Dafoe and the non-fixed libraries, renovate Dafoe for use as offices, study space etc., and extend the existing tunnel system into this new building
- (ii) extend Dafoe by approximately 100,000 sq. ft. and build a new regional library similar to NEMP (i.e. a SWMP building)

The Senate Library Committee recommends the first proposal as being cheaper and providing better use and facility. It is also thought that with a new central building they would be able to provide a better security system and more up to date computer assistance.

It was moved Davison (Lindsey) that:

"Faculty Council support the proposal that a new central library of at least 200,000 sq. ft. be built, that Dafoe be renovated and the tunnel system be extended to serve the new building"

Mr. Birdsall from the Library stated that it would take about five years to get a new building ready if planning was to begin immediately. He said that what they wanted Senate to do was make a decision as to the University's position regarding the library situation. This was something that up to this point had not been stated.

The vote was taken, the motion was CARRIED, 1 opposed.

6. Report from Senate

The report from Senate was given by Professor Dowling. The report covered the May and June meetings of Senate.

(i) Graduate Studies at Manitoba Universities

The report from the Executive Committee's ad hoc committee was approved. The University of Winnipeg would now be offering joint graduate studies at the M.A. level. The report also requested the University of Manitoba to revise its policy on Adjunct Professors.

(ii) Government Involvement in University research

Arising from the Minister's letter of December 18 was the motion: "Senate recommend to the Board that the University cooperate with the Government's policy on public involvement in the University research planning". This motion was CARRIED.

(iii) The report of the joint ad hoc committee to study Faculty responsibilities and discipline was discussed and deferred for further consideration.

(iv) Senate recommended to the Board that the interim appeal procedures for tenure recommendation be extended for the 1975/76 academic year.

7. Other Business

Professor Henry gave notice of motion that the next Faculty Council meeting he would move that smoking be banned from further council meetings.

Professor Young stated that there was another matter of business that he wished to discuss but because of the time he would postpone discussion until the next Faculty Council meeting.

The meeting adjourned at 5:25 p.m.