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THE UNIVERSITY OF MANITOBA

FACULTY OF SCIENCE
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TO: All Members of the Faculty Council of Science

FROM: P.A. Pachol, Secretary

The 83rd meeting of the Faculty Council of Science is scheduled for Tuesday, December 2, 1997 at 2:30 p.m. in the Senate Chambers, 245 Engineering Building.

Agenda

1. Approval of the Minutes of the 82nd meeting of Faculty Council of Science dated April 22, 1997 (previously distributed)
2. 3M Award -- Professor D. Trim
3. University I Presentation -- D.N. Burton
4. Dean Jamieson's Report
5. Associate Deans' Reports: H.C. Williams and G.G.C. Robinson will report.
6. Approval of Report of Faculty Council on changes in Astronomy. This includes recommendations on the renaming of the Department of Mathematics and Astronomy and the Department of Physics. (attached)
7. Course and Program Proposals

These have been considered by the relevant Faculty committees and are forwarded to Faculty Council for information. Material has been made available to Department offices for perusal by members. Questions may be raised from the floor.

8. Revised Terms of Reference for Committee on Courses (attached)
These Terms of Reference have been considered by Committee on Courses and Faculty Executive and are brought to Faculty Council for approval.
9. Revised Faculty Council By-Laws (attached)
The revised By-laws have been considered by Faculty Executive and are brought to Faculty Council for approval.
10. Other Business

Attachments



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Report of the Faculty Council of Science on the Changes in Astronomy

reamble:

The Faculty of Science is requesting that Senate approve a number of changes to the position of Astronomy in the Faculty. The effect is to move departmental responsibility for Astronomy from the Department of Mathematics and Astronomy to the Department of Physics. The programs in Mathematics and Astronomy (13A) are to be placed in the not currently offered category. Attendant on these changes are recommendations to approve name changes for the two departments.

Observations:

1. Astronomy has had a distinguished history at the University of Manitoba and long association with the Department of Mathematics and Astronomy. The name of the Department dates from 1911. Courses in the subject have been offered since at least 1890 and programs in Mathematics and Astronomy have been available since the early 1980s. The Astronomy group operates the R. J. Lockhart Planetarium, located in University College as well as the Glenlea Astronomical Observatory. The latter facility contains the Evans telescope, a 40-cm reflector, and supporting equipment.

2. The introductory course in Astronomy is popular. It serves an important role as a general Science course. Astronomy is especially suitable as a vehicle to introduce students to issues and methods in science.

3. The astronomers are active in a service role to the community. Astronomical events and issues are always popular and provide the only contact that many people in the community have with science and the University. The astronomers are involved in amateur astronomy groups and respond to requests for information from the community.

4. The programs have always had small enrollments. A number of students have continued on to graduate programs and careers in astronomy. Currently there is only one student enrolled in the programs and he has completed his Astronomy requirements. No new students will be allowed to enroll in the programs.

5. One of the two Astronomers has just retired. The financial climate, the low enrollment in the programs, and the Faculty's plan for future staffing of departments mean that a replacement cannot be justified at this time. There is also a full-time technical position which supports the first year course and the operation of the planetarium and observatory.

The possibility of moving Astronomy to Physics has been considered for some time. The review of the Department of Mathematics and Astronomy conducted in 1985 discussed the advantages and disadvantages of this idea explicitly.

6. The Physics Department has expressed an interest in Astronomy. In the short term it has agreed to support the teaching of some of the Astronomy courses. In the longer term it hopes to develop an Astronomy program as a part of the offerings in Physics.

7. The Department of Mathematics and Astronomy has agreed to the move of Astronomy to Physics. It is recommending that the programs in Mathematics and Astronomy (13A) be placed in the not currently offered category. The reintroduction of these programs, with a concomitant transfer to Physics, would almost certainly depend on future appointments in Astronomy.

Report of the Faculty Council of Science on the Changes in Astronomy

9. The reference to Astronomy as one of the "departmental" concentrations allowed for the three year general degree is to be deleted. In particular the reference to this in the Mathematics and Astronomy section of the calendar will be removed. Physics intends to permit Astronomy courses to be used in its three year general requirement and will make this explicit in the calendar entry. The introductory course in Astronomy will remain as one of the subject areas allowed as an introductory course in the general degree requirements.

10. The place of the Astronomy courses in other Physics programs is under review. These have been allowed as options in the past on an ad hoc basis and are likely to become explicit options in the programs.

11. The visibility of Astronomy as a part of the Faculty of Science is seen as important by all concerned. The Physics Department is recommending that its name be changed to reflect its increased responsibilities. The Department of Mathematics and Astronomy is dropping Astronomy from its name.

Recommendations:

1. That courses 13.121, 13.227, 13.377 (a total of 18 credit hours) be transferred to the Physics Department and renumbered appropriately.
2. That the remaining Astronomy courses in the Mathematics and Astronomy Department be deleted. These are 13.388, 13.389, 13.390, 13.391 (a total of 12 credit hours).
3. That the programs in Mathematics and Astronomy (13A) be placed in the not currently offered category.
4. That the reference to Astronomy in the three year general requirements in Mathematics and Astronomy be deleted.
5. That the Department of Mathematics and Astronomy be renamed the Department of Mathematics.
6. That the Department of Physics be renamed the Department of Physics and Astronomy.

**FACULTY OF SCIENCE
COMMITTEE ON COURSES**

**Proposed Revision 97/07
Changes Underlined**

Terms of Reference

1. To recommend to Faculty Council on the introduction, modification or abolition of undergraduate programmes (including relevant regulations), curricula or courses.
2. In order to arrive at its recommendations the Committee will seek information on such matters as:
the need for and value of any proposed programme, curriculum or course change within the Faculty of Science and the academic and general communities;

the additional cost to the Faculty and University of any proposed programme, curriculum or course change for at least the following five year period;

the effect of the proposal on other existing programmes.

Composition

1. One member of the academic staff from each department.
2. - The Director (or delegate) of the Environmental Science Program.
- The Program Coordinator of the Genetics Honors Program.
- The Director (or delegate) of the Warren Centre for Actuarial Studies and Research.
- The Dean of Arts and Science (or delegate) of the Collège Universitaire de Saint-Boniface.
- The Head of the Science Library (or delegate).
3. One student, named by the Senior Stick of Science.
4. The Dean (or delegate, normally the Associate Dean - Student Affairs) as Chair. The Chair shall vote only to break a tie.
5. An Administrative Assistant/Student Advisor acting as Secretary, co-ordinator and expert resource person (non-voting).

Procedures

1. The quorum shall be 50% of the voting membership plus one (currently eight).
2. The committee shall meet as required to meet deadlines for submission of material to the Senate Committee on Curriculum and Course Changes (currently October and February).
3. Departments shall submit proposals for programme, curriculum and course changes using the forms and providing the information required by Senate. Forms and information and advice on submissions will be available in the Faculty Office.

**FACULTY OF SCIENCE
COMMITTEE ON COURSES**

Current

Terms of Reference

1. To recommend to Faculty Council on the introduction, modification or abolition of undergraduate or graduate programmes (including relevant regulations), curricula or courses.
2. In order to arrive at its recommendations the Committee will seek information on such matters as:

the need for and value of any proposed programme, curriculum or course change within the Faculty of Science and the academic and general communities;

the additional cost to the Faculty and University of any proposed programme, curriculum or course change for at least the following five year period;

the effect of the proposal on other existing programmes.

Composition

1. One member of the academic staff from each department plus the co-ordinator of first-year biology
2. The head of the Science Library or delegate
3. One student, named by the Senior Stick of Science
4. The dean or delegate (normally the associate dean - student affairs) as chair. The chair shall vote only to break a tie.
5. An administrative assistant/student advisor acting as secretary, co-ordinator and expert resource person (non-voting).

Procedures

1. The quorum shall be 50% of the voting membership plus one (currently seven).
2. The committee shall meet as required to meet deadlines for submission of material to the Senate Committee on Curriculum and Course Changes (currently October and February).
3. Departments shall submit proposals for programme, curriculum and course changes using the forms and providing the information required by Senate. Forms and information and advice on submissions will be available in the Faculty Office.

THE FACULTY OF SCIENCE COUNCIL BY-LAW

This by-law is supplementary to the Faculty and School Council General By-Law, a copy of which shall be appended hereto.

I. FACULTY COUNCIL

1. Membership

In addition to those persons provided for in the General By-law, the Faculty Council of Science shall be composed of:

- (a) All full-time academic staff at St. Boniface College who teach courses listed in the Faculty of Science Calendar
- (b) The Dean of Arts or designate
- (c) The Dean of Continuing Education or designate
- (d) *The Provost of University College or designate*
- (e) The Warden of St. John's College or designate
- (f) The Rector of St. Paul's College or designate
- (g) The Rector of St. Boniface College or designate
- (h) *The Director of University I or designate*
- (i) Two representatives from each of the Departments of Anthropology, Geography, Psychology, and the Warren Centre for Actuarial Studies and Research
- (j) Ten students registered in the Faculty of Science in addition to those provided for in the General By-law, making a total of thirteen students
- (k) Deans emeriti/ae
- (l) Professors emeriti/ae
- (m) The Science Librarian
- (n) *Three representatives of the full-time support Staff of the Faculty.*

2. Selection of Members

Student members shall be selected in a manner determined by the Council of the Science Students' Association.

Support staff members shall be elected by secret ballot from and by the full-time support staff employed in the Faculty. The term of a support staff member shall be two years, except that the term of one support staff member shall be one year in the first instance. Terms shall begin June 1.

3. Meetings

- (a) The Faculty Council shall meet at least once in each term to receive reports and to initiate, discuss and determine general faculty policies.
- (b) Meetings shall be called by the Dean of the Faculty on his/her own initiative or on receipt of a petition signed by at least 24 members of the Faculty Council.
- (c) Notice of meetings shall be issued at least seven days in advance of such meetings except in the case of meetings called following receipt of a petition. Meetings called by petition shall be called within two days of receipt of the petition.
- (d) The Quorum for any meeting of the Faculty Council shall be twenty-four members.
- (e) The Dean of the Faculty or designate shall be the presiding officer at all meetings of the Faculty Council, subject to the right of the President to preside at any such meetings.
- (f) Faculty Council meetings shall be open to any members of the university community, who may attend as observers, subject to the limitations of space and orderly conduct. However, the Council may at any time go into closed session on a motion approved by a simple majority of those members present and voting.

II. EXECUTIVE COMMITTEE

There shall be an Executive Committee of the Faculty Council of Science.

1. Membership

The following shall be members of the Executive Committee:

- (a) The Dean
- (b) The Associate Dean(s)
- (c) One faculty member elected by each department council
- (d) One member chosen by the Science Students Association.
- (e) ***One member chosen by the support staff members.***

2. Term of Members

- (a) The term of office of elected faculty members shall be two years, commencing June 1. The dean will arrange to stagger the terms at the first election.

3. Meetings

- (a) The Dean or designate shall call and preside at all meetings of the Executive Committee.
- (b) Whenever feasible, notices of meetings and agenda shall be circulated at least three days in advance of the meeting to all Department Heads for display to members of the Department.
- (c) The Secretary of the Faculty Council shall be the Secretary of the Executive Committee.
- (d) Executive Committee meetings shall be open to all members of the Faculty Council to attend as observers, subject to the limitations of space and orderly conduct. However, the Executive Committee may go into closed session on a motion approved by a simple majority of those members present and voting.

4. Powers

Subject to the powers of the Faculty Council, the Executive Committee shall:

- (a) initiate and guide formulation of policy for submission to Faculty Council
- (b) ensure that Faculty Council policy is properly executed
- (c) provide a cross-section of informed faculty opinion for consultation by the Dean on policy matters which need not be or cannot be considered by the entire Faculty Council
- (d) receive reports from standing and ad hoc committees of the Faculty Council and recommend to the Faculty Council on their disposition.

III. COMMITTEE ON STUDENT REPRESENTATION

The Science Advisory Committee will act as a Committee on student representation.

1. Membership

This committee shall consist of six students registered in the faculty and six members of the academic staff of the faculty.

2. Selection of Members

- (a) The representatives of the academic staff shall be appointed by the Executive Committee.
- (b) The representatives of the students shall be appointed by the Council of the Science Students' Association.

3. Powers

In addition to a more general responsibility to make recommendations to Faculty Council on matters affecting students, this Committee shall from time to time recommend to Faculty Council:

- (a) the standing committees upon which students shall be represented
- (b) the number or proportion of student representatives on such committees
- (c) the right of participation of the student representatives in the affairs of such committees, including voting rights thereon.

IV. SENATE REPRESENTATION

Only full-time academic staff members in the Faculty of Science are eligible for election to Senate from the Faculty Council of Science and they alone shall be eligible to participate in the election of such representatives.

V. RULES

1. Standing Rules

- (a) Any substantive matter of policy shall be discussed at two separate meetings of Faculty Council.
- (b) Normally a committee will report to the Executive and the Executive will submit the report to Faculty Council indicating any changes that have been made in the recommendations of the committee. Should the Executive return a report to a committee for further consideration, the committee may require the Executive to submit its modified or unmodified report to the next Faculty Council meeting.
- (c) A standing rule may be suspended for a specific period if a motion to that effect receives two-thirds of the votes of those members present and voting.

2. Rules of Order

In the conduct of its meetings, Faculty Council, except in cases where it has adopted standing rules to the contrary, shall be guided by whichever authority is adopted by Senate.

Passed by Senate December 2, 1971.

Edited by Senate Committee on Rules and Procedures, May, 1972.

Modified by the Faculty Council of Science, March 19, 1973.

Revised by the Faculty Council of Science, August 10, 1977; passed by Senate Rules and Procedures Committee, October 4, 1977.

Revised by the Faculty Council of Science, November 3, 1987; passed by Senate, December 9, 1987.

Senate requested to make editorial change to page 4, item III. 2.(a) See underlined change; March 28, 1989.

Revised by the Faculty Council of Science, , 1997;