

January 28th, 1971

Minutes of the second meeting of the Science Faculty Executive Committee held on Thursday, January 28, 1971 in the Faculty Conference Room at 2:40 p.m.

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

Minutes of the Meeting of January 19, 1971

It was agreed that because the minutes had been distributed to the members at the start of this meeting and they hadn't time to review them, they would be approved at the next meeting.

Business Arising from the Minutes

(i) It was put forth by Dean Cooke that at the next Faculty Council meeting the Council be asked whether or not they wish the cancellation of classes for a Life and Learning Festival to be continued and if they did, that the Council be asked to write to Senate asking that in future they are given more time to discuss the request. It was Dr. Cooke's feeling that considering the amount of preparation already done by the students it would be unfair if the Faculty did not cancel classes.

(ii) With regard to the request from U.M.S.U. that they be given one hour free of lectures for each class in the Faculty in order to fill out a questionnaire on professor/course evaluation, it was agreed by the Committee that this be put before the Faculty Council at its next meeting.

It was noted by the Chairman that he had been informed of a similar evaluation questionnaire being done by the Science Student Council; however, they were requesting that students take the questionnaire home to complete and return at a later date.

Committee Structure for the Faculty

Student Standing Committee

Further discussion brought out additional information regarding who the Chairman of the Committee should be. At the previous meeting it was felt by some members that the Chairman ought not to be one of the Deans. The feeling was that if a student, having been refused his request once by the Dean, and then appealed to a committee chaired by the Dean, would most certainly feel he was not being treated fairly. However, the Chairman pointed out that the first refusal would not be from the Dean personally but in all probability by one of the Administrative Assistants who was acting according to the current regulation. Should regulations not exist to cover any particular problem then the matter would be referred, by the Dean's Office, to this committee for a decision. The Dean's Office would handle the routine and day to day interpretation of the rules and regulations of the Faculty. Occasions might arise whereby decisions not pertaining to any particular student or program, would also have to be made by the committee (eg. general regulations covering reversion of Honours student to general program). Any decision of a precedent setting nature pertaining to the Faculty of Science would fall within the duties of this committee. Should a student wish to appeal an existing regulation, it would

be this committee's duty to rule on it. However any appeal of a decision made by this committee would be directed at the Senate Appeals Committee. The chairman of the committee would be a non-voting member who would essentially supply the facts of the problem, explain its ramifications, alert the members to similar regulations in other faculties and act according to the committee's decisions. With this new information it was moved by Dr. Kettner (Svenne):

"that the Student Standing Committee be constituted with five members from the Faculty with full voting power and one of the Deans as Chairman with no voting power."

CARRIED

It was agreed that Dean Cooke would chair this committee.

Regarding the membership of the committee, the Chairman, as requested, had drawn up a list of Faculty members whom he felt, because of their past experiences with students, would be suitable for this committee. The Committee approved of the list and the following members were nominated:

Dr. G. Dunn	Chemistry
Dr. N.E.R. Campbell	Microbiology
Dr. W.E. Brisbin	Earth Science
Dr. J. Shay	Botany
Dr. A. Giesinger	Dean of Studies St. Paul's College

Some discussion followed with regard to the term of service of the members. It was pointed out that the accumulation of knowledge and recall of past decisions would be the basis of the committee's operation, therefore the longer the members remained members, the more effective the committee's operation would be. It was finally agreed that because the members would be drawing up their own terms of reference for the Executive's approval, they would determine the length of service as well.

Report on the Policy of Appointing Deans, Directors and
Department Heads

The Chairman informed the Committee that its role with regard to this report was to consider it and pass its comments on to Faculty Council. Faculty Council would consider the report in light of the Executive's comments and refer its recommendations to Senate. The Chairman felt that what Senate was likely to do was to collect all the reports from the Faculties and attempt to produce a policy suitable to the University as a whole. It was likely that the policy would be similar to the Faculty By-Laws in which there were two sections, a general by-law section, which was to pertain to all Faculties and a specific section appropriate only to certain Faculties.

Before continuing, the Chairman asked the Committee to select one member to act as spokesman for the Executive Committee. He felt that it would be inappropriate if he, as Chairman of both the Executive Committee and the Faculty Council, gave the Executive's report. The person selected would act in this capacity for a one year term. Nominated and elected unanimously was Professor G. Dunn.

Recommendations

Item I

Discussion with regard to this item centered on the phrase "a name or names". It was pointed out that this could be interpreted to mean that the Committee was to submit a list of names to the President for his selection of one to present to the Board of Governors. It was explained by Dean Isaac, who was Chairman of the committee which presented the report, that this phrase was put in to allow increased flexibility for the Committee. Normally the Committee would submit only one name to the President, but at some time there could be two candidates with equal qualities, and rather than dissolve the Committee because it could not decide between the two, it could submit both names to the President for him to decide. This would be the exception rather than the rule however. He also pointed out that it would have to be a majority decision of the Committee to do this and they would abide by the President's choice.

It was agreed not to recommend a change to Item I but rather to make this point known to the Faculty Council and leave the final decision to them.

Item III

The concluding comments regarding this item were that it was felt by the Executive that there should be a greater proportion of Faculty elected members on the Committee. The Executive was not prepared to say how many more or from what specific area the Faculty should come.

Item II

The Executive Committee agreed to recommend to the Faculty Council that this Committee be increased by two members, elected from the Faculty but not necessarily from the Department concerned.

Item IV

The Committee agreed with this item.

Item V

Due to the lateness, the Committee touched only briefly on this item. It was felt however that this item was one best discussed by the Faculty as a whole because of its importance. Generally the Committee agreed that appointments of both Deans and Department Heads should be term appointments but that they should have a renewable feature whereby additional terms could be granted.

The Committee adjourned at 5:59 p.m.

/mrt

February 9, 1971