

March 7, 1974
Special Meeting

Minutes of a special meeting of the Executive Committee of Faculty Council held on Thursday, March 7, 1974, at 2:00 p.m., in the Dean's Conference Room, 231 N.E.M.P. Building.

Members Present: Acting Dean P.K. Isaac, Chairman; Professors I. Cooke, K. Stewart, D. Punter, D.N. Burton, G.O. Losey, B.R. Henry, B. Macpherson, B.K. Kale; Mr. G. Steindel; Mr. G. Richardson, Secretary.

Regrets: Professor C. Anderson.

Visitor: Mrs. June Stewart.

The Chairman explained that this special meeting had been called to discuss the proposed new Honours Regulations. He asked that Dr. Cooke speak to the subject.

Dr. Cooke explained the background leading up to the present situation with regard to the regulations. He mentioned that at the time of the creation of the Faculty of Science the Honours Regulations had to be rewritten in the correct language and brought up-to-date. The regulations were originally up-dated by the Student Standing Committee and reached the Executive Committee in the fall of 1972. However, due to several unfortunate events, the committee never got beyond item II. For this meeting Dr. Cooke proposed that the committee go through the regulations again from start to finish. He would first explain each item briefly giving the general relation of that section to the Faculty and then the Committee would go through each item point by point making the changes it felt necessary. This was agreed to.

It was observed that item II 3.) had been rewritten the last time these regulations had been discussed. The wording and heading here were the same as prior to the change. It was moved by Dr. Kale (Cooke) that:

"item II 3.) wording and heading be changed to that which was agreed to at the October 22, 1972 meeting, namely:

' Entry To or Transfer Into Third Year Honours:

In order to enter third year of the honours program, a student must either have a 'B' average in three full courses from the specified honours program or have met all the requirements for first and second year of the honours program.' "

Carried.

Dr. Cooke explained that item II 3.) was really meant for students who were originally not eligible to go into honours and were now applying, and not for those students who were eligible but had not declared their intentions.

Dr. Kale noted that with regard to item II 5.) there were certain instances where a Head could recommend a course from outside the faculty that was appropriate to a specific program and need not go through the faculty committee. It was his feeling that some mention of this should be made in the regulations.

In reply to the question on the 'list of options' mentioned in item II 5.) Dr. Cooke explained that there were essentially three kinds of courses which could be taken outside the Faculty as part of an honours program: those specifically required by the department and so listed in the calendar, those that could be chosen from an approved list of courses, and thirdly, those which the Head could recommend on the basis of a particular student's 'stream of study'. This last group could be approved by a Head and the Head need not get faculty approval. At the moment there are about four or five of these courses being taken. Some discussion arose on this point and it was felt that perhaps the Head should have to get Student Standing Committee approval. It was agreed that this point would be considered in greater detail at the time the items were being discussed point by point.

In explaining sections II H and III H, Dr. Cooke stated that it was up to the Head of the Department to decide whether or not a student could drop a course and still remain in Honours. He noted that in giving the Head this authority it also increased his responsibility.

Having completed the general discussion on all the regulations the committee turned to discussion on the individual items.

Preamble: a slight wording change was made here in lines three and four:

" on part time study in honours " was deleted and

" Residence Requirement for Honours Students and Voluntary
Withdrawal from Honours." was added.

I. Residence Requirement for Honours Students.

It was noted that a third paragraph had been missed from draft #7. The wording of this paragraph was exactly that of draft #5 and would be included in draft #8.

It was pointed out that if certain required honours courses were appropriately available during the summer session a student could graduate from honours in three years.

With the changes mentioned the committee approved this section.

II. Conditions for Entry Into and Progress In The Honours Program.

1) Because departments in the Division of Biological Sciences have no specific first year but rather a common first year they have required grades in more than one 'introductory course'. For this reason the words "at least one" were added before 'Introductory course' in line 2 and "for the ... subjects" in line 3 and 4 was deleted.

For reasons of clarity word changes were made in lines 5,6,7, and 8.

In lines 9 and 10 the words "complete any missing courses" were replaced by "remove any deficiencies in his year I program".

This section was then approved with the changes noted.

2) The word "two" was changed to "2.0" in line 2, and the section approved.

3) With the change noted earlier in these minutes this section was approved.

4) In line 3 the words "would have to" were changed to "shall".

At this point in the meeting Professor Punter left.

5) There was some discussion concerning the fact that the Department Head could unilaterally approve courses for inclusion in an honours program without approval by the Faculty. Some members felt that it was quite appropriate for a Department Head to be able to do this, while others felt such action should have faculty approval. It was eventually agreed that the words "with the concurrence of the Dean" would be added to the beginning of the new sentence in line 6.

The words "curriculum and" were added to line 4 in front of "course changes".

The committee then approved this section.

6) It was pointed out by Professor Macpherson that the term "failed year" was a bit ambiguous when it referred to an Honours student. In fact the whole second paragraph in this section was felt to be inappropriate and it was agreed to delete it entirely.

It was also agreed to change the heading of this section to "Unsatisfactory Performance" and to create a section 7) of the third paragraph and head it "Failed Courses".

To be consistent, in section 7), "three full course equivalents" was changed to "18 credit hours in his total program".

There were minor wording changes in the section "Year II H and Year III H", (a) and (b). Between the first and second paragraph in (b) the whole section "Year IV H", which followed (b) was inserted. What used to be the second, third, and fourth paragraph in (b) were changed to form a new section 8) and headed, "Reversion from Honours to General Degree Program". In the second paragraph of this new section, lines 1 and 2 were changed to read, "Students who are required to revert to the". Lines 3, 4, and 5, remained unchanged.

This whole section was then approved.

III. Voluntary Withdrawal from Honours.

Approved, without change.

IV. Deferrals.

Approved, without change.

V. Specification of Honours Program.

The first sentence was changed to read, "The statements of departmental requirements for Honours programs are to be proposed by the appropriate Department(s) using the Curriculum and Course Change procedure."

VI. Miscellaneous Regulations.

Although Dr. Burton objected to 1) (a), on the grounds that fourth year Microbiology students had 27 credit hours in their program and were banned from the Dean's Honour List, he agreed that the objection was really a matter inappropriate for this discussion.

The committee approved section VI.

The committee approved unanimously the complete set of regulations as amended. The meeting adjourned at 5:09 p.m.

March 12/74

Inter-Departmental Correspondence

DATE March 1, 1974

TO ALL MEMBERS OF SCIENCE EXECUTIVE COMMITTEE

FROM G. Richardson, Secretary - Science Executive Committee

SUBJECT:

GR

A Special Meeting of the Executive Committee of Faculty Council has been called for Thursday, March 7/74 at 2:00 p.m. in the Dean's Conference Room, 231 N.E.M.P. Building.

The item for discussion will be the proposed new Honours Regulations. The material enclosed includes all changes to-date on the current regulations.

GR/1a
Enclosure