

Thirty-Seventh Meeting
February 17, 1976

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February 27, 1976

Minutes of the Thirty-Seventh meeting of the Executive Committee of the Faculty Council of Science held on Tuesday, February 17, 1976 at 2:00 p.m. in the Faculty Conference Room, 250 Allen Bldg.

Members Present: Dr. R.D. Connor, Chairman; Drs. N.E.R. Campbell, P.K. Isaac, D. Burton, N. Davison, J. Westmore, J. Stewart, H. Duckworth, J. Berry, G. Losey and Mr. G. Richardson.

Regrets: Mr. B. Smith

Visitor: Mrs. E.B. Ross

1. Approval of the minutes of the thirty-sixth meeting held on December 4, 1975.

The minutes of the thirty-sixth meeting held on December 4, 1975 were approved. Stewart (Campbell).

2. Matters Arising Therefrom:

- (i) Report on the University of Winnipeg's proposal for a Master's Program in Public Affairs.

This matter was discussed at the last Senate meeting and the report of the ad hoc committee had been forwarded to the U.G.C.

3. Letters from Dr. H. Gesser and Professor M. S. Donnelly regarding the University Centennial Project.

The Executive Committee members liked the idea put forth by Dr. Gesser, namely a series of lectures by distinguished individuals. However, feeling that there might be other equally good proposals, it was felt a small committee should be established to look further into this. The Executive Committee reporter would bring this to the attention of Faculty Council at the next meeting and request the names of two other interested members to serve on the committee with those whom the Executive Committee felt might be interested in the project - Drs. Duckworth, Gesser and Dowling. Meanwhile the Chairman would write to the Vice President and request that \$5,000 be made available for a Science Centennial project. This committee would get in touch with Professor Kennedy if they felt further information on the overall University plan was needed.

4. Report of the Science Library Committee and discussion of the new library loan policy.

The Chairman explained that after many meetings and much discussion the Senate Library Committee had announced a new loan policy. This policy stated in part that:

"Books infrequently borrowed will be available on 60 day loan while those receiving heavy use will be on 7 day loan. Bound periodicals will be either for 'in library use' only, overnight, or 7 day loan."

It was the last part which was of greatest concern to the Science faculty causing the Science Library Committee to meet several times to discuss this point and to arrive at the following motion:

"that the Science Library Committee recommend to the Executive Committee of Faculty Council that the 7 day period is not acceptable".

It was also agreed to add that this meant that the committee recommended Science to opt for "in library use" and "overnight" only with renewal. The Dean said that following the meeting of the Science Library Committee, Dr. Birdsall had come to see him to express regret that an error had been allowed to pass undetected, viz. that renewal was not possible by phone. The journal would have to be returned with the borrower's card for feeding into the computer again.

~~The Executive Committee members discussed this matter at some length, pointing out that some journals, in some departments, could be put out on 7-day loan with little problem. For other departments this would cause real difficulty. It was noted that current journals were not allowed out on loan at all. Several committee members felt that if a duplicating machine was available in the library, this would solve many problems and even make loans unnecessary in many cases. Some members stated that they were being allowed to remove the journal for xeroxing. This practice should continue. It was suggested that if various journals could be out for different periods of time that these could be appropriately stamped. Any overlap in requirements by different departments could, in all likelihood, be solved through cooperation.~~

During the discussion comment was made that many journals arrived on the library shelves well after they had appeared elsewhere. It was suggested that this was likely due to the fact that many journals are bought through agencies and this extra routing was causing the hold up.

The discussion ended with the following motion:

"That we ask the Science Library Committee to implement the following arrangements:

1. The Departments in Science be asked to specify which journals in their subject areas, if any, they wish to be on 7-day loan. The Science Library Committee will then resolve all disagreements between departments regarding the designation of specific journals. Journals will be on library use only, or on overnight loan, unless otherwise specified.
 2. A Xerox machine, either locked or in a locked room, be available in the Science Library for use of grant holders on application at the desk.
 3. The possibility be investigated that Science journals be ordered directly, rather than through jobbers, so as to get new journals into the library more quickly."
5. Request from Dr. F. Arscott for consideration by the faculty on the definition of a major.

Resulting from earlier discussions in the Executive Committee and Faculty Council regarding the major program for the new department of Applied Mathematics, it had been requested that the faculty's definition of a major be reviewed. The problem that arose was in the cases where a common first year course (such as 13.120 and 71.125) was required by departments other than the offering department. Although these were not courses given by these departments they did constitute the first course in that particular department's major requirements. The question then arose, could these departments require the student to take five additional courses in the 2nd and 3rd year from their offerings to fulfill the major? This would essentially constitute a 6 course major program. Some departments felt that this was not inappropriate and should be allowed. It was pointed out that current regulations state a student must

select a major subject field in which at least five (5) courses are successfully completed in accordance with departmental requirements. A department may declare a major study area in which a maximum of eight (8) courses are specified, with no more than five (5) courses specified from a single department.

After a short discussion the following definition was suggested as representing the intent for present practice:-

that up to eight (8) courses be specified by the department, at most five (5) of which may be from within the department and of these, not more than four (4) be at a level beyond first year.

It was agreed that this would be forwarded to the Faculty Committee on Course Change for comment and report back.

6. Service Courses

In response to a request for reconsideration of the faculty's policy on service courses the Executive Committee, after a brief discussion, agreed to forward the request and relevant material to the Faculty Committee on Course Change for comment and report.

7. Appeals

The Committee discussed the letter it had received from Dr. Stanton regarding student appeals. The Chairman explained that the Department did not want to go over the final examination paper with the student, albeit a senate regulation that stated 'for purposes of instruction a department had to go over the examination with the student if requested'. Several members of the Committee expressed surprise at this senate regulation, stating that they had not been aware of it and had in fact also refused to discuss with the student his final examination.

The Chairman was unable to recall the exact location or circumstances for which the senate policy existed but he agreed that for the next meeting he would have all the information required. In the meantime the Committee agreed that it could not support the request made by Dr. Stanton.

8. Guidelines for Promotion

Faculty Council had been requested to lay down guidelines regarding criteria for promotion at the two academic ranks; assistant professor to associate professor, and associate professor to full professor. In discussing this request the chairman indicated that such criteria and their procedures would likely be included in legal contract and subject to negotiation by the union and the university. At this moment, however, the criteria are still entirely the responsibility of the departments and are in most cases governed by the guidelines set down some time ago by the department heads in Science.

Most members agreed that promotion to full professor depended almost entirely on the individual's expertise in his academic field. It was felt that by the time a staff member was being considered for promotion to full professor the other requirements of his position, eg. teaching, administrative work, public involvement, could be assumed.

There was discussion on an idea that promotion to full professor could be accomplished via a teaching route. This may take longer than the research route but it should be available. The chairman felt that this was now available to the staff.

It was suggested that further discussion take place on this subject but that in the meantime input from the departments as to their criteria and procedure for promotion be requested.


There being no further business, the meeting adjourned at 4.50 p.m.

Inter-Departmental Correspondence

DATE February 5, 1976

TO Members of the Executive Committee of the Faculty Council of Science

FROM G. Richardson

SUBJECT: 

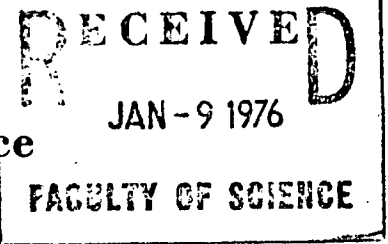
The thirty-seventh meeting of the Executive Committee of the Faculty Council of Science has been called for Tuesday, February 17, 1976, at ~~2:40~~ 2:00 p.m. in the Faculty Conference Room, 250 Allen Bldg.

A G E N D A

1. Approval of the minutes of the thirty-sixth meeting held on December 4, 1975.
2. Matters Arising Therefrom:
 - (i) Report on the University of Winnipeg's proposal for a Master's Program in Public Affairs.
3. Letters from Dr. H. Gesser and Professor M. S. Donnelly regarding the University Centennial Project. (Dr. Gesser's letter attached to agenda of October 6, 1975 Executive Committee meeting, Professor Donnelly's letter attached to agenda of December 4, 1975 meeting).
4. Report of the Science Library Committee and discussion of the new library loan policy. (copy of loan policy attached to Executive Committee agenda for December 4, 1975 meeting).
5. Request from Dr. F. Arscott for consideration by the faculty on the definition of a major (contained in a letter which was attached to the agenda of the July 2, 1975 Executive Committee meeting).
6. Letter from Dr. R. Stanton regarding appeal of grades (attached to the agenda of the December 4, 1975 Executive Committee meeting).
7. Letter from Dr. F. Arscott regarding policy on Service Courses (attached).
8. Letter from Dr. N. Mendelsohn regarding a request for guidelines on academic promotion (attached).
9. New Business.

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Inter-Departmental Correspondence

DATE Jan. 9, 1976TO Dr. R. D. Connor, Dean, Faculty of ScienceFROM F. M. Arscott, Head, Department of Applied Mathematics *F. M. Arscott*

SUBJECT:

I am writing to suggest that the Faculty of Science (through its Council and/or Executive) reconsider its policy in respect of "Service Courses". I am prompted to do so because there is a certain number of courses given by the Faculty as "Service" courses, which have no near equivalent and which some students in the Faculty could take with considerable profit to their studies; as current regulations stand, however, it seems they are prevented from doing so. A good example of this is course 6.322 Mathematical Methods; although designed principally for Electrical Engineers the content and method of treatment would make this a suitable course for students in a wide range of science subjects.

My proposal is the following:-

1. If a course now designated as a Service course satisfies the two conditions
 - (a) there is no closely equivalent non-service course in the Faculty,
 - (b) the academic standard of the course is similar to that of analogous courses in the Faculty,

then students in the Faculty of Science be permitted to take the course for credit.

For safety, it should perhaps be pointed out that this would not mean such a course can be allowed to count for credit in any particular program; approval for this would naturally depend on the department in charge of the program. It would also be necessary to assure the serviced department or faculty that the course would continue to be designed to meet their course objectives.

In the past, objections have been made to such a proposal on the grounds that service courses are in some sense "under the control" not of the Science Faculty but of the Faculty being serviced. However, consultation of the document "Report of the SPPC on Service Course Policy", approved by Senate on April 2nd 1974, does not support this objection. The relevant passages are:-

- II. 1. The basic content and the objectives of compulsory service courses should be defined by the faculty (or department) requiring the service and discussed with the servicing department.
2. The servicing department should do its best to meet the requirements of the serviced department or faculty, unless these requirements are unreasonable or would result in a course that is below the standards of the servicing department.....

...more

January 9, 1976.

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- V. 3. Individual faculties have the right to determine the programs of their students. This right, to be meaningful, must be taken to mean that faculties can, if they wish, define the objectives of courses supplied to them as a service "
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- V. 4. Although faculties have the right to determine course objectives and basic content, the means by which course objectives are to be attained must finally be the responsibility of the servicing department. "

A copy of this document is attached for ease of reference.

Perhaps I may add that I have taken some soundings among Engineers regarding the service courses we offer to them, and I have the impression that, provided the courses continue to be designed to meet the needs of Engineering students, and provided any increase in numbers had no harmful effect, then they would raise no objection to the participation of some Science students.

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