

April 16, 1979

May 1, 1979

Minutes of the Fifty-Fifth Meeting of the Executive Committee of Faculty Council held on Monday, April 16, 1979 at 2:30 p.m. in Room 250 Allen Building.

Members Present: Dean P. K. Isaac, Chairman; Dean B. D. Macpherson, Professors P. Loewen, K. Mount, J. Gerhard, and H. Duckworth, Mr. G. Richardson and Mr. H. Christianson.

Regrets: Professors G. Woods, W. C. Brisbin and R. Longton.

Visitors: Mrs. Carol Prosk

Before commencing with the meeting the chairman introduced the new Science Senior Stick to the committee members - Mr. Hal Christianson.

1. Approval of the Minutes of the Fifty-Fourth Meeting.

The minutes of the Fifty-Fourth meeting held on October 13, 1978 were approved Macpherson (Loewen).

2. Matters Arising

- (i) Status of the New Degree Program - The Chairman stated that the program was now with the U.G.C. following the favourable recommendation of the U.G.C. Program Advisory Committee. The U.G.C. is to consider the program at its next meeting which is scheduled for April 23, 1979.
- (ii) These two items were sent to the Faculty Committee on Courses and as yet have not been discussed by them.
- (iii) Teaching evaluation report - This matter was raised at Faculty Council about a year ago and subsequently sent to the Executive Committee for disposition. The Executive requested information from other schools, faculties and departments on how they evaluate teaching for purposes of merit pay and promotion and the results have now been summarized in the report submitted to the Executive.

The committee briefly discussed the report noting that most areas have the same problems as those faced by Science in trying to evaluate teaching. It was agreed the matter would be reported to Faculty Council as having been received and discussed by the Executive.

(iv) The status of the narrowness of the Computer Science Honours Program report rested with Dean Connor and would not be discussed at this meeting.

3. There were no communications.

4. Faculty's Seventy-Fifth Anniversary Committee

The Chairman referred to the proposed itinerary for the Faculty's 75th Anniversary celebrations and requested comments from the members. The question of whether there was a budget for the festivities was raised and the Chairman replied that the expected costs, which were felt would be minimal, would be borne by the Faculty. In reply to the awarding of an honorary degree for a Science participant, the Chairman said that the Senate Committee on Honorary Degrees had agreed to permit the Faculty one such award.

It was suggested that the itinerary be forwarded to Faculty Council with the following motion Duckworth (Christianson)

"the Executive Committee endorses the proposed plan"

UNANIMOUS

5. Letter from Dr. Mendelsohn re: change to the Faculty's Promotion Document

The memo from Dr. Mendelsohn to Dean Connor suggested that the Faculty's promotion document contain a statement which mentions a "usual" time period for promotion from one academic rank to another, the intention being that this would be used as a guideline in assisting administrators in determining promotion. Dean Connor had drafted such a statement and had requested the opinions of the Executive Committee on the suggestions and the draft.

In commenting on this matter Dean Isaac provided data that showed that the Faculty now tended to promote within certain time ranges, without any guidelines. Several members pointed out that such a mention in the document would inevitably lead to the impression that promotion was related to time spent in the rank. It was the overall feeling that this would create more of a problem than it would solve. It was agreed that the Chairman would inform Dean Connor that it was the Committee's feeling that this should not be included in the document.

6. New Statistics Course

Dean Macpherson explained that this would be a three credit hour service course for Electrical Engineers which would begin January 1, 1980. The course had been developed by the Statistics Department and has been approved by the Standing Committee on Mathematics and the Science Committee on Courses and is now before the Executive Committee for its consideration; he moved the course be approved.

Professor Mount noted that the new course would not be generating any additional funds for the department but would have to be given within the department's present resources. He pointed out that the Head of the Department had resigned and no successor had been appointed yet and that during the 1979/80 term there would be 1½ sabbatical leaves taken within the department. He said that the department had had to use Ph.D. students to teach this past year because of the lack of academic staff. It was his firm feeling that the extra course would be adding an increased work load onto the department which was now heavily committed teaching wise and understaffed. Professor Mount requested that his concerns be so stated in these minutes.

Dean Macpherson informed the committee that the present Head of the Department was well aware of the staff problems in his Department and had, after discussing this matter with his staff, approved the department's offering the course. Dean Macpherson acknowledged that the Dean's Office was aware of the staffing problems within the department and that these problems were the subject of discussions between the Deans and the Senior Administration. He concluded by saying that procedures were actively underway for a replacement Head and should the ultimate successor be an internal candidate there was a possibility that the department will be granted permission to hire two term replacements to fill the vacated position. However this would only be finalized after the selection committee had secured a replacement.

The Chairman pointed out the awkward position the Faculty is in with regard to service courses. He said that for many years now the Faculty has strongly advocated the teaching of Science courses by Science departments and their staff, however the faculty has never

been directly compensated for this service. Any budget reductions that the Faculty has faced have had to come from the Science teaching component and not the service component consequently it is the Science students who have suffered most from these cut-backs. Yet the Faculty was reluctant to turn down the requests for service courses because if we don't provide the courses the requesting department will teach them themselves which is contrary to the University Service Course Policy.

The committee voted on the approval of the course and the motion was carried.

7. Gold Medal Guidelines and Criteria

Dean Macpherson explained that because the Faculty has no set guidelines or criteria for awarding its Gold Medals each year, when it comes time to decide on the winners the committee was inevitably faced with making ad hoc decisions based on the problems before it, rather than being able to refer to a set of established guidelines. Last year the committee recommended that it discuss and establish a set of guidelines for the award. Dean Macpherson pointed out that all criteria can be set by the awarding faculty independently of the Awards Office. He said that it was the Faculty intention to request an additional Gold Medal once the new degree program came into being.

The committee suggested that the last two years of a student's program be taken into consideration for the award rather than the one year (last year) that was done now. In defining the last two years the committee agreed that it should be the last 60 credit hours taken by the student. The committee felt further that a certain number of courses within the 60 credit hours should be beyond first year. It was eventually moved Macpherson (Loewen) that:

"the Gold Medal (general program) be awarded for the highest standing in the final 60 credit hours, the 60 credit hours to include at least 30 credit hours of courses at the 200 level or higher"

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Dean Macpherson suggested this guideline be tried at this year's Gold Medal meeting although it would not be in force at that time. As for the date of implementation, it was agreed that the Science Students' Association would be asked for their view before any decision was made.

At this point the committee felt that it would be appropriate to set the guidelines for the new four year major program as well thus it was moved Macpherson (Duckworth) that:

"the Gold Medal (4 year major) would be awarded for the highest standing on the last 60 credit hours of a program approved by the department"

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It was agreed that the Gold Medal criteria for honours students be the highest standing in the last two years of a program prescribed by the department.

8. Report on Student Affiliation

Dean Isaac who chaired the ad hoc committee, spoke to the report. He pointed out that item 4 was the most contentious point of the report and its inclusion was not unanimous within the ad hoc committee. The members had felt that in the long run it was to the student's advantage to be affiliated with a department consequently this item. Those members who did not favour assignment of a department felt that the main problem of such would be to change the tenor of the departments response to the students. In answering questions on the report Dean Isaac said that a student could be affiliated with more than one department if he so wished. Dean Macpherson said that the Student Records Office would supply the mailing lists for the departments. What the departments did with the students once they were sorted out was going to be left to departments within broad guidelines. It was felt that the difference between departments would naturally lead to different affiliation programs.

In reply to whether or not a student could affiliate with the B.T.U., the Chairman said that it had been the committee's intention that students would affiliate with the 'base' department. One of the committee members thought this would be difficult for first year students who were unfamiliar with the other departments and he suggested more thought be given to this matter. The chairman agreed and said that he would speak with the Heads of the three departments and report this at Faculty Council.

It was moved Isaac (Duckworth) that

"the report be submitted to Faculty Council"

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9. Other Business

Dean Macpherson suggested that he wished to give notice of two items that he was going to put before the Committee at the next meeting. These were

- (i) the election of members to the Faculty Committee on Courses
- (ii) proposed change to the Honours regulations of the Biology departments.

There being no other new business, the meeting adjourned at 4:27 p.m.

gr/nl

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Bunder

Inter-Departmental Correspondence

DATE April 9, 1979

TO Executive Committee of Science Faculty Council

FROM G. Richardson, Secretary

SUBJECT:

GR

The Fifty-fifth meeting of the Executive Committee of Faculty Council has been called for Monday, April 16, 1979 at 1.30 p.m. in room 250 Allen Building.

A G E N D A

1. Approval of the Minutes of the Fifty-fourth meeting of October 13, 1978.
2. Matters Arising Therefrom:
 - (i) Status of the New Degree Programs.
 - (ii) Items from the Report on the New Degrees that were referred to the Faculty's Committee on Courses for disposition; items 4(a) the preparation of recommended programs of courses
4(d) the prescription of courses outside the faculty available to Science students.
 - (iii) Executive Committee's Secretary's summary of evaluation of teaching in other faculties and schools (i.e. report attached).
 - (iv) Report on the disposition of the "narrowness of the Computer Science Department's Honours Program".
3. Communications.
4. Report from the Faculty's 75th Anniversary Committee.
5. Letter from Dr. Mendelsohn re Faculty's Promotion Document (letter attached).
6. Introduction of a new Statistics service course for Electrical Engineers (material attached).
7. Discussion on criteria and guidelines for the awarding of Gold Medals.
8. Report from the ad hoc committee on "Student Affiliation with Department(s)" (attached).
9. Other Business.

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gr/sc