THOMPSON RIVERS UNIVERSITY

Faculty of Science

FACULTY COUNCIL
THURSDAY, NOVEMBER 20TH, 2014

MINUTES

Guest Speaker: Lindsay Harris**,** Acting Associate Director, Academic Planning and Projects
re: Accreditation update
We are applying with Northwest Commission (US accrediting body and the gold standard for accreditation). One of the main benefits (and motivating factors) to TRU: international student recruitment and mobility worldwide. We can also use as a tool for self-improvement and self-reflection. More information is available on the Provost Office website

Guest Speaker: Gary Hunt, Coordinator, Teaching and Learning Support and Tracy Penny Light, Executive Director of the Centre for Student Engagement and Learning Innovation
re: Learning Outcomes
Please find the handout attached with the minutes and on Moodle. This is a revised document to the one you may have seen a few weeks ago. They want to know if you, the faculty, think they have captured everything in the document (attributes of TRU graduates) or if they are missing anything? Please email Gary Hunt your comments and once they have gone to all Faculty Council's and back to their committee they will share results again

1. **Announcements:**
    - Unveiling of "Ken Lepin" plaque and sign: Tuesday, Nov 25th at 3:15 pm – starts at "Bean Me Up" then refreshments at 3:35 pm in S373
    - Science and Nursing "Winter Potluck Social" on Wednesday, Dec 3rd – drop in between 10:00 am – 2:00 pm in the Science Staff Lounge – everyone welcome
    - Cindy Ross Friedman will be receiving her award from the Royal Society of Canada in Quebec City on Friday, Nov 21st (Cindy and our Dean are en route as of 6:00 am Thursday, Nov 20th)

2. **Adoption of Agenda/Minutes**
    - Moved to approve the agenda with the addition of noise in the Old Main building by: Cathy Hall-Patch and seconded by Marten Lettinga
    - Moved to approve minutes as is by: Nancy Flood and seconded by Eric Littley

3. **Old Items**
    - **Results of Moodle Votes for:**
      1) **"**Do you concur with the amendments made to the Science Faculty Council Terms of Reference put forth at the October 28th, 2014 meeting" – **vote passed and adopted new terms.**

2) "Upon reading the responses from the three faculty members interested in being the Science representative on the TRU Academic Computing Technologies Advisory Committee, **the faculty member who received the most votes is: Faheem Ahmed,** Chair of Computing Science.

4. **New Items**
   - Canada Research Chair – Tier II – Math. The advertisement is up now
   - Doodle Poll coming from Donna Dallas Martin re: availability for Faculty Council meeting Dec 15th – 17th   --   RSVP – maybe refreshments
   - It is that time of year again re: donations for a Science student who needs a little extra help around the holidays – Donna Dallas Martin will be sending out an email with the specifics and timelines

   Addition to the Agenda (Sean McGuinness):
   - We have horrible sound problems in the Old Main building, particularly OM2751 which is used for video presentations and there is no wall just a curtain
   - Dennis was aware of this (has been raised by other faculty as well) and he has emailed the Registrar and Facilities. I spoke to Les Tabata that we need to find some money to get this fixed and the reply was that they don't have budget, so we have and will continue to advocate

5. **Reports**
   i) **Senate Report –** Dave Sheets & Cynthia Ross Friedman (no report **– October meeting cancelled)**

   Other Senate Committees:
   (a) Budget Committee of Senate – Normand Fortier & Dave Tomkins **(verbal report)**
   Normand spoke on the latest budget assumptions. See attached document for details. He spoke to the fact that TRU is required by the BC government to present a balanced budget. There is therefore a bias toward using prudent budget assumptions. TRU annual budget is approximately $140, 000,000. A 1 % discrepancy between projections and results produces a $1,400,000 variance.
   The Board mandated contingency fund will be reduced from 2% to 1 %. This will help the overall financial position of TRU.

   (b) Senate Educational Programs Committee – Joanne Rosvick **(verbal report)**
   Joanne noted that policy ED-16 was passed at senate, that there were enough to pass that motion so it will now go to the next step

   (c) Senate Promotion Committee – Norm Reed (no report)

   ii) **Committee Reports:**
   (a) **MSc Coordinating Committee** – Wendy Gardner (no report)

   (b) **Education Planning Committee** – Eric Littley (**see attached**)

   Thank you to Computing Science, it was nice to have these so well thought out and organized (Eric)

(c) **Academic Standards Committee** – Troy Welch (no report)

(d) **OL Report** – Mike Looney/Dave Sheets (**verbal report**)

Mike has been busy with Computing Science and OL, getting up to speed with the changes to the degree. Please let me know if you have any courses currently in the queue for development or being revised at: mlooney@tur.ca

(e) **Recruitment and Retention Committee** – S. Purdy/M. Lemphers (**see attached**)

Mike mentioned that Feb 17th (during reading break), there will be a Family Science Night and more information will follow at future meetings

(f) **Science Health and Safety Committee** – Janine Chan (no report)

(g) **Steering Committee** – Tom Dorval **(no report – see past Motions and results)**

(h) **Awards Committee** – Nancy Flood (no report)

(i) **Research Committee** – Surinder Dhanjal/Sean McGuinness (no report)

iii) **Dean's Report** – Bean Counting, Problem Solving, Planning, and Rumours
- Dennis Acreman, Associate Dean to read out:

Bean Counting: The 2nd quarter financial forecast showed that we were close to meeting our budget (+/- $20K on $13M). It is disturbing that we are so close to the line considering the cost saving measures that we adopted or simply occurred (e.g., resignations etc.) This reinforces how important it is that we develop a better approach to budgeting, so it's possible to manage our resources more effectively.

Problem Solving: The biggest thing that Dennis and I are facing is the development of a submission for the 2015/16 operating budget for Science. It will consist of several parts:
1. Wage commitments—This has required that we review the entire complement of ongoing staff in Science and make sure we get the real costs quantified for next year.
2. Wage Asks—This is a forecast of what will be needed in the way of sessional and term-certain salaries for next year. It also identifies the TA needs and other wage related needs. (In order to do this we have been developing a very detailed workload plan—we have been assured if this is done correctly, delays will not arise.)
3. Capital Requests—Instead of waiting for some negotiation in the spring/summer, we will be able to identify new equipment needed and have approval by April, so there won't be a rush to order.

Someone suggested that there be a separate line for "renovations" in the budget. Tom has already included this in his budget report for the Provost.

4. Non-Wage Asks—Here is where we project the costs of supplies, contracted services, etc. and can build in inflationary changes, so that our budget will better reflect the

actual costs and we won't be habitually looking for ways to borrow from Peter to pay Paul.

5. Academic Service Plan—In this document, we have to review our current programs down to the course level and report on several metrics, such as application/enrolment numbers, and projections, class sizes and workload metrics (courses/students per faculty member), and student satisfaction rates (as reported in provincial surveys). It is here that we identify new initiatives and make estimates of the new enrolments these will produce.

6. Strategic Initiatives Fund—It is here that there is an opportunity to request new/replacement positions and justify how they are consistent with the Faculty and institutional priorities and initiatives.

Planning: In the midst of all this you are probably aware that I spent the last three weeks in Europe at the Provost's request. The goal was to visit three universities that in various ways are similar to ourselves and seek opportunities for student exchanges and studies abroad, develop joint, dual, and double degree options, and look for faculty exchange opportunities. The trip was very successful in all of these regards and I will be holding a session for any interested faculty and a separate one for any interested students in the new year to follow up.

Rumours ???

REPORTS

Faculty of Science Educational Programs Committee - Report for October/November 2014
(by: Eric Littley)

October Meeting

1. Biol 3800 – New Course proposal: This course, Fermentation Processes in Food and Pharmaceutical Production, has been offered several times in several forms as a Special Topics course (Biol 4490). This proposal looks to make this a regular course that will be offered in rotation with other upper level Micro offerings. The committee approved the course unanimously.

2. Review of new English requirements and the Curricunet implications. At the last Faculty Council meeting, Science EPC was directed to consider the ramifications of the new standardized language for English/Communications requirements for admission and to comment on the implications of having to submit all the program and course changes that this will necessitate via Curricunet.

   The Committee was unanimous in its opinion that handling all of these changes via Curricunet would be a colossal waste of time for what is a housekeeping issue initiated by the administration. There is no doubt that the changes will be accepted, so going through the

cumbersome process of inputting all the data into Curricunet for what is a foregone conclusion seems like a huge waste of faculty time. Eric Littley will convey the message to Joanne Moores that this process should be handled by admin staff, rather than forcing the Chairs to function as data entry clerks.

November Meeting

1. Biol 3010 – Bioinformatics New Course proposal: With the retirement of Val Collins and the impending retirement of Ron Smith, Biology is likely to unable to offer Biol 4150 Biochemical Techniques 1, which is a program requirement for the Chemical Biology major, and a program elective for Cellular, Molecular and Microbial Biology. The department has also wanted to introduce a Bioinformatics course for a number of years, as this is becoming an essential skill for students in these two majors. The Department is proposing to take this opportunity to revamp the Chemical Biology degree by dropping the requirement for Biol 4150 from the Chemical Biology degree, and replace it with Biol 3010. Students can pick up some of the biochemical techniques with Chem 4400 if they wish.

   Faheem Ahmed commented that the title of the course may cause confusion among students, as there is currently a Computing course in Bioinformatics, which has a very different focus. The committee noted that with a Biol acronym and a clearly biological calendar description, confusion was unlikely. Dr. Ahmed also noted that the list of topics in the course outline looked like a Computing and Stats course, and wondered if the list might be revised to better reflect the biological focus of the course.

   The committee agreed to pass the proposal, with the proviso that the topic list be revised. When the revised list is received, the Chair is authorized to approve the course.

2. Biol 3110 – Field Ornithology New Course Proposal. This course has been offered a number of times in the past few years as a Selected Topic course Biol 4490, and has been very popular. This will make it a permanent course. As before, the course will be taught in rotation with other field courses, so no increase in cost or workload will occur. This will give students broader exposure in field biology, which is considered essential for properly educating biologists. The committee approved the new course.

3. Biol 3220 – Field Ecology New Course Proposal. This was an existing 2nd year course that is being revamped as a 3rd year course. Our current 2nd year curriculum is already jam packed with courses, leaving no room for this important topic. With the inclusion of Biol 2170 (Introduction to Ecology) in our 2nd year curriculum, it made sense to rework this course to a higher level and offer it as one of the options for upper level students. The committee approved the new course.

4. BCS, BSc Computing major, BSc Computing minor and ASc Computing – The changes in these programs all map similarly, so were considered as a package. Faheem Ahmed explained that these changes resulted from their Program Review last year. The Department struck a curriculum committee to address the concerns of the review, and consulted both students and industry for input. The changes to the programs just consisted of adding 2 lower level courses (Mobile

Applications and Software Architecture and Design) and 2 upper level Comp courses to the requirements, and commensurately reducing the elective requirements. Considerable overlap in topics was noted among courses, so these were reworked to result in less duplication. Overall, the program was brought into compliance with the educational standards of the IEEE/ACM guidelines.

The committee approved the changes, which were very clearly presented.

5. Comp 1130, 1230, 2130, 2230, 2160, 2210, 2230, 3260, 3270, 3410, 3450, 3520, 3540, 3610, 3710 Course Changes. All of these course changes were in response to the program changes discussed above, so were considered as a package. In all cases, topic lists were revamped to reduce overlap and duplication between courses, and to bring the total program content into compliance with the educational standards of the IEEE/ACM guidelines. In some cases, the prerequisite requirements were adjusted to suit the new content, and to simplify the path through the program for students.

    The committee approved the changes.

    ACTION: Donna now to put these up on Moodle to vote on

Faculty of Science – Student Recruitment and Retention Committee
(by: Susan Purdy/Mike Lemphers)

1. The successful campus wide Open House event on Friday October 24th. We had over 60 high school students and their families come to the "speed dating" info session we put on in S203. The senior students who represented their departments, did an amazing job, and it was so inspiring for all of us to hear them speak about their experiences as students at TRU! Once each student had given a short 3 to 5 minute promotion of the department they are in, we broke off into the 'speed dating' part and the high school students and their families moved around from station to station to talk to the various students one-to-one.

2. The 'Freaky Friday' event on October 31st was also a great success with 14 dozen hotdogs consumed, and numerous hot chocolates! The CBC club members helped with the event with the music and cooking the hotdogs, etc.

    Up-coming event: Science Information Night on **Thursday, November 27th** at **7pm**