



FACULTY OF SCIENCE

COUNCIL OF THE FACULTY OF SCIENCE

Notice of Meeting
Tuesday, May 8, 2018
at 3:00pm – 4:30pm
306 Lumbers

Agenda

1. Call to Order and Approval of Agenda
2. Chair's Remarks
3. Approval of Minutes of March 13, 2018 meeting
4. Business Arising
5. Inquiries and Communications
 - Senate Synopsis: Meeting of April 26, 2018
6. Dean's Report to Council
7. Associate Deans' and Bethune Master's Remarks
8. Reports from Science Representatives on Senate Committees
9. Reports from Standing Committees of Council
 - 9.1 Executive Committee: Ratification of nominations to standing committees of council (item for action)
10. Other Business
 - 10.1 Presentation: New Curriculum Management system, Jodi Tavares - Project Lead, Change Management for Supporting Quality Academic Programs



FACULTY OF SCIENCE

COUNCIL OF THE FACULTY OF SCIENCE

Minutes

Tuesday, March 13, 2018

at 3:00pm – 4:30pm

306 Lumbers

Attendance: R. Jayawardhana, A. Mills, S. Morin, EJ Janse van Rensburg, J. Clark, D. Golemi-Kotra, H. McLellan, D. Hossain, T. Baumgartner, R. A. Fournier, A. Hilliker, T. Kelly, L. Packer, P. Wilson, P. Lakin-Thomas, R. Tsushima, D. Hastie, T. Kirchner, P. Potvin, V. Saridakis, M. Zabrocki, N. Madras, P. Szeptycki, W. Tholen, S. Siyakatshana (Assistant Secretary)

1. Call to Order and Approval of Agenda

The Agenda was adopted and approved with one minor change, to move R. Hache's presentation to be presented immediately after the meeting was called to order.

2. Chair's Remarks

The Chair of Council, D. Golemi-Kotra informed Council that Science was supposed to provide Senate with regular updates on the impact of the CUPE 3903 labour disruption. As such, she reported that she had asked Chairs of Departments to provide her with reports on how the labour disruptions are affecting the various departments. Once she receives these reports she will submit them to the University Secretariat office by the following day.

3. Approval of Minutes of February 13, 2018 meeting

The Faculty Council approved the Minutes.

4. Business Arising

There was no business arising from the Minutes.

5. Inquiries and Communications

The Faculty Council noted the Senate Synopsis of February 15, 2018.

6. Dean's Report to Council

Dean, Ray Jayawardhana, reported that the York Science bioanalytical core facility was officially launched on March 6th as part of the Science Unplugged event. The unveiling of the Core Facility was done by, Derek Wilson, Special Advisor to the Dean; Howard Hunter, NMR Specialist; Magdalena Jaklewicz, Microscopy Specialist and Peter Liuni, Mass Spectrometry Specialist. The keynote speaker at Science Unplugged was Matt McGrath, Science Communicator in Residence.

The Dean was pleased that the event was a success and it was well attended as well. He stated that they also received valuable feedback from staff on how we need to proactively promote the facility to the business and industry community.

He announced that the second call for the Science Communicator in Residence Program was underway with an application deadline of April 13, 2018. He encouraged faculty to also spread the word.

He also announced that the next York Science Forum would be held on March 28, 2018, at 7:00pm, in the Accolade West Building. The keynote speaker is Art McDonald, Particle Physicist & Nobel Laureate. Panelists would include York physicists Sampa Bhadra and Scott Menary. Matt McGrath BBC Journalist & York Science Communicator in Residence will serve as Moderator. The posters and promotional material had already been sent out. The Dean encouraged Council members to attend and also help spread the word about the event.

7. Associate Deans' and Bethune Master's Remarks

Associate Dean Mills provided an update on the Markham Campus. He noted that the architects had been converting all the information gathered last year into the design of the building. This exercise includes widespread consulting with different interest groups to make sure we have an optimal building.

With respect to the governance, A. Mills stated that requests for comments from the Chair of Faculty Council and others had produced ideas from numerous faculty members. The prevailing perspective was that it would be best if we had an independent department that was in Science. Tentatively, it will be the Department of Biotechnology. This information had already been submitted to the Provost's

office by the deadline date of end of February.

Associate Dean Mills also provided Council with an update of the impacts of the CUPE 3903 labour disruption. He noted that so far forty-five CUPE employees had indicated their intention to return to work. He informed Council that ten courses had been suspended since the start of the strike and that these are not proportionally distributed among our departments; instead, they are almost entirely in the Departments of Mathematics & Statistics and Biology. He also noted that the faculty was receiving enquiries from students who were concerned about the negative impact of the strike on their graduation.

Associate Dean Mills also noted that so far there has been no update with regard to the examination schedule.

Associate Dean, S. Morin, announced that the Early Research Award competition had been launched and the deadline for the Notice of Award is May 31, 2018, at 10:00am and the full application deadline for those invited to apply is August 7th. There is no quota and her office will support all applications. The VPRI deadline is July 31st at 9:00am.

She ended her report by stating that the recipients of the DURAs and NSERC USRA will be announced hopefully within a week.

She asked the Chair of Council to circulate the Draft Strategic Plan to faculty for their review and feedback.

Associate Dean, Janse van Rensburg provided an update on the departmental academic searches. He informed Council that he had been impressed by the quality of candidates. He thanked all members of the search committees for their tireless work.

He announced that his office would in the near future be sending out a notice on sabbatical leave applications.

The Associate Dean reminded faculty members that they were required by the collective agreement to give their Chairs fifteen months' notice before they applied for sabbatical leave.

8. Reports from Science Representatives on Senate Committees

There were no reports.

9. Reports from Standing Committees of Council

9.1 Executive Committee:

i. Ratification of nominations to standing committees of council (item for action)

Council ratified the names as presented.

ii. Motion: 'Proposals for major modifications to Graduate Programs or new Graduate Programs should be communicated to the Faculty Council for information by the relevant

Graduate Program Director at the time they are submitted to the Faculty of Graduate Studies' (item for action)

A motion was moved, seconded and carried to approve the motion.

9.2 Science Curriculum Committee (items for consent)

The Faculty Council approved all the Curriculum items.

10. Other Business

10.1 Draft Strategic Research Plan (2018-2023) Presentation: Robert Haché, Vice-President Research & Innovation

R. Hache presented the Draft Strategic Research Plan (2018-2023) to the Faculty Council. On concluding his presentation, he invited comments from the Faculty Council and encouraged faculty to continue sending their comments to his office. He informed Council that once all revisions had been incorporated, the plan would be submitted to Senate for approval, hopefully, at its April meeting.

R. Hache answered a few questions from the floor. Please click on the url below to review the presentation;

https://docs.google.com/presentation/d/1NdcyUNuzieNN-y7uefz0Wsv0PABh-J4_cBNW6DS6Yb4/edit?usp=sharing

D. Golemi-Kotra, Chair of Council

S. Siyakatshana, Assistant Secretary of Council

The Senate of York University

Meeting Synopsis

The 645th Meeting of Senate
held on Thursday, April 26, 2018

Remarks

The Chair of Senate, Professor Lesley Beagrie, welcomed Senators and members of the community attending the meeting. Reflecting on the tragic incidents of April 23, she urged the community to rally around the values of compassion, diversity, perseverance and respect that characterize the city of Toronto and its people.

The President of York University, Rhonda Lenton, also spoke of the April 23 incident. She advised that a student pursuing Continuing Students at York was among the fatalities, and described resources available to community members traumatized by the loss of life and serious injuries. The President also commented on the following matters:

- close analysis of post-secondary education planks in party platforms in the run-up to the June elections, and efforts to reach out to candidates
- the implications of government green-lighting of new university campuses in Brampton and Milton given that Halton and Peel have been important catchments for York
- the latest developments in Markham Centre Campus planning, with a major report from the Provost expected in May
- achievements and milestones as illustrated by the ranking of Kinesiology and Health Science as number one in Canada, and a proposal to add and Indigenous and Aboriginal course to the requirements of the JD program (just one of a number of initiatives responding to recommendations of the Truth and Reconciliation Commission)
- the academic implications of a strike that has reached eight weeks and hopes that the widely shared concern about students and York's reputation will create a pathway to resolution of the labour dispute

The President's monthly "Kudos" report and the text of her remarks drafted for the March 22 meeting were posted with the meeting agenda.

Reports

The Academic Colleague to the Council of Ontario Universities, Professor David Leyton-Brown, reported on topics discussed at recent meetings and post-secondary issues at the provincial level. A key focus has been on government-mandated indicators and the effect they are having and may have on universities and on faculty members.

The Senate of York University

Meeting Synopsis

Motions Approved

Senate approved a motion of the Executive Committee such that, for Y 2017-2018 and W 2018 courses, the undergraduate policy on Pass / Fail Grades is broadened as follows:

- a. students are permitted to add 6 credits above the normal maximums for both 90 (normally 6 credits) and 120 credit (normally 12 credits)
- b. graduating students and those otherwise in their last term at York may elect a Pass/Fail grade for General Education courses, including Core Science requirements that are part of the BSc General Education requirements
- c. graduating students and others in their final term at York may, in exceptional circumstances, request a Pass/Fail grade in major or minor courses,¹ and outside-the-major required courses, at the discretion of Associate Deans
- d. non-graduating students in good standing may, in exceptional circumstances, request to have General Education courses evaluated as Pass/Fail, not including Core Science requirements that are part of BSc General Education requirements for the BSc

Senate also approved a motion “that Senate instructs Senate Executive that in regards to establishing a process for reviewing the authority and role of Senate during labour disruptions, forming a body to conduct such a review, as well as deriving conclusions and decision, Senate Executive, shall, as per Senate procedures, bring any recommendations to Senate for approval.” It is anticipated that recommendations on a process will be taken up by Senate and the Board in the coming months.

Curriculum Approvals

Senate approved recommendations of the Academic Standards, Curriculum and Pedagogy Committee to

- change the Joint York-Sheridan Bachelor of Design Program to a York University Honours BDES program and amend its degree requirements, Department of Design, School of Arts, Media, Performance and Design
- establish a Cross-Disciplinary Certificate in Public History, Faculty of Liberal Arts & Professional Studies / School of Arts, Performance, Media & Design / Glendon
- change degree requirements for the Juris Doctor, Osgoode Hall Law School, to add an Indigenous and Aboriginal Law Requirement
- change requirements for the BA Programs in Interdisciplinary Social Science, Department of Social Science, Faculty of Liberal Arts & Professional Studies
- change degree requirements for the BA, iBA, BSc and iBSc Programs in Psychology, Department of Psychology, Glendon

¹ Not including for-credit practica.

The Senate of York University

Meeting Synopsis

Committee Information Items

Executive

The Executive Committee's information items included the following:

- actions taken by the Committee prior to and since the outset of the disruption that began on March 5 as a result of the CUPE 3903 strike

Academic Policy, Planning and Research

APPRC's report contained information on the following items:

- the most recent report on Markham Centre Campus planning, which will be a focus for the Provost's year-end report to Senate in May
- follow up to the February 15 Forum of Ideas and how the event relates to other major initiatives on the Committee's agenda
- April – June Schedule and items of business

Academic Standards, Curriculum and Pedagogy

ASCP reported that it had received or approved the following minor modifications as set out below.

Faculty of Graduate Studies

- The addition of a specialization in European and International Affairs as added by the Université de Strasbourg to its *Master en Administration publique* program, and its inclusion as an option for students in the MPIA-IEP dual degree program between York and the Université de Strasbourg [received for information].

Faculty of Liberal Arts & Professional Studies

- changes to degree requirements for the BA program in Criminology
- changes to degree requirements for the Honours Minor BA in Medical Anthropology

School of the Arts, Media, Performance & Design

- Adoption of DESN as the new rubric for the Design major program; and closure of YSDN rubric coincident with the discontinuation of the joint York-Sheridan program in 2022.

May Meeting of Senate

The next regular meeting of Senate is scheduled for 3:00 p.m. on

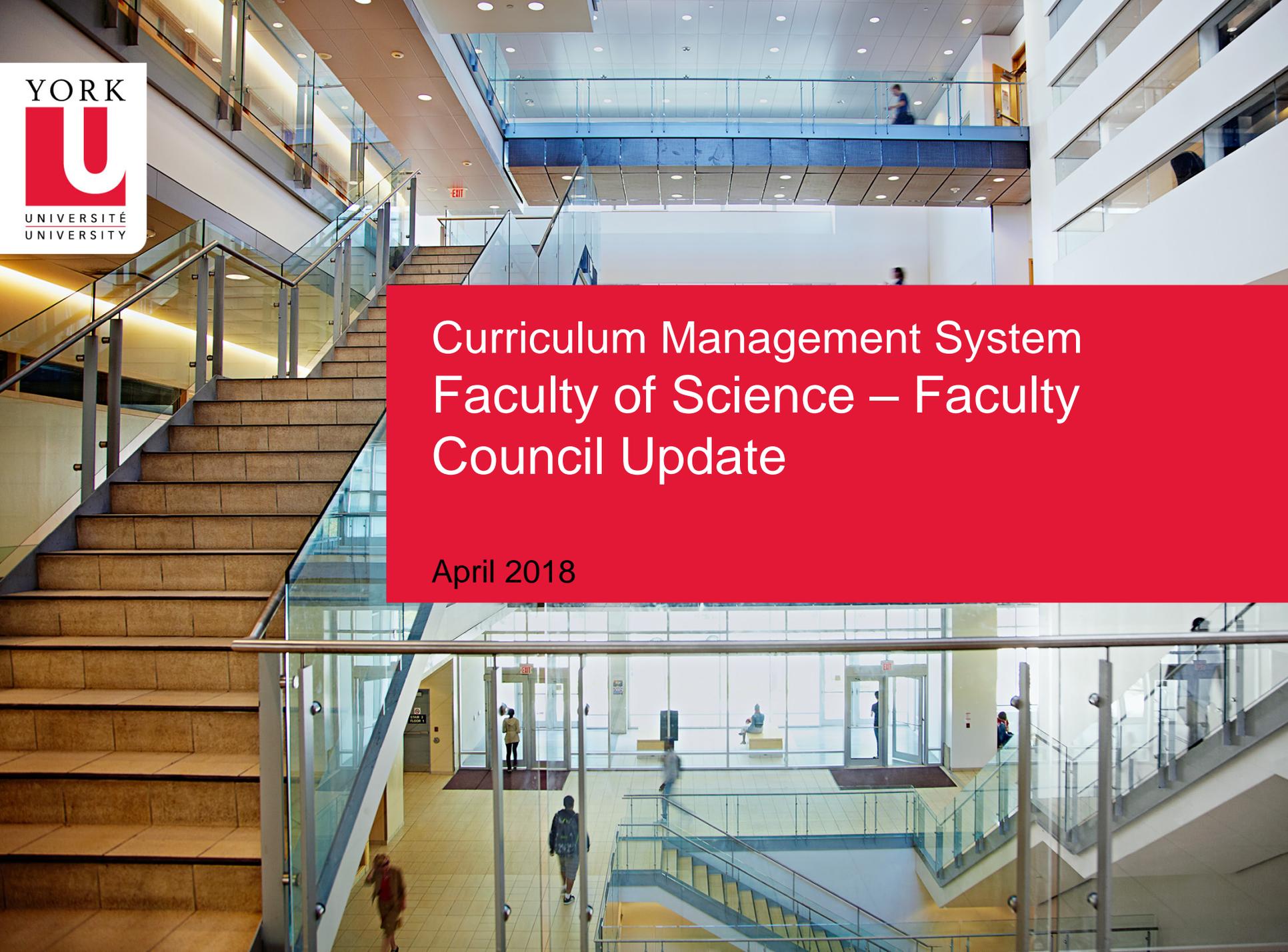
Thursday, May 24, 2018

Executive Committee Report to Council

Ratification of Nominations

8 May 2018

Committee	Term	Name	Department
Executive Committee	2018 – 21 2018 – 19	A. Hilliker J. Elwick	Department of Biology Department of Science & Technology Studies
Curriculum Committee	2018 – 19	J. Lazenby	Department of Science & Technology Studies
CEAS	2018 – 21 2018 – 21	R. Metcalfe R. McLaren	Department of Science & Technology Studies Department of Chemistry
CoTL	2018 – 19	V. Pavri	Department of Science & Technology Studies
Appeals Committee	2018 – 21	M-H. Armour	Department of Science & Technology Studies
Petition's Committee	2018 – 19	D. Lungu	Department of Science & Technology Studies
FSc Senate Review T & P Committee	2018 - 19	D. Lungu	Department of Science & Technology Studies



Curriculum Management System Faculty of Science – Faculty Council Update

April 2018

CMS – What is it?

- The Curriculum Management System (CMS) allows users to propose, modify and update curriculum within a single application
- Uses workflow to flow curriculum through approvals, customized to local approval processes already in place

CMS – Who uses it?

- Proponents – those who propose new curriculum, or modify existing curriculum
- Reviewers – those who review/approve new or modifications to curriculum
- Admins – those who support curriculum in administrative systems
- The CMS is meant for faculty and staff use

What does it do?

Development & Approval

- Workflow: proposal – review – approval

Curriculum Repository

- Course elements, Course relationships, Program and degree requirements, Archiving

Management

- Create, Modify, Retire, Analyze and Report

Academic Calendar

- Single secure source, Populate syllabi, Support publishing

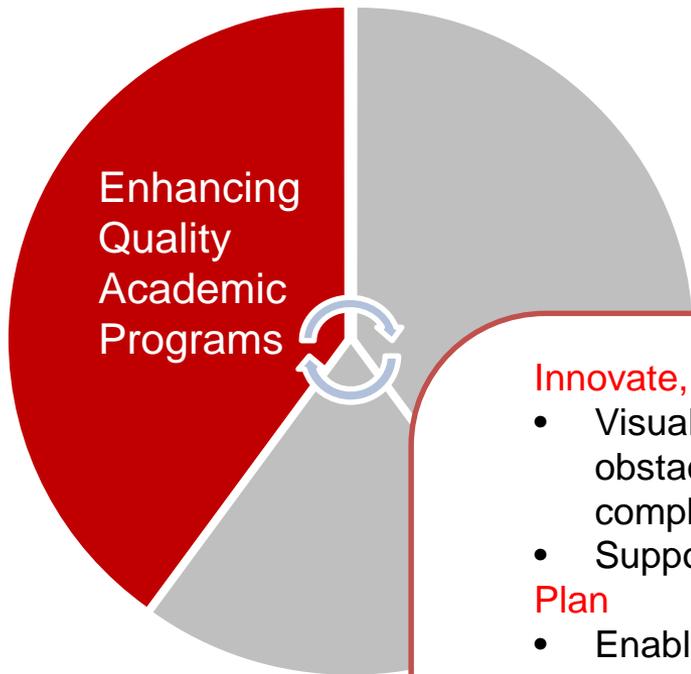
Integration

- With student records
- With enrolment

Supports Strategic Priorities



Supports Strategic Priorities



Innovate, Evolve, Design, Simplify

- Visualize and explore degree structure, identify progression obstacles, clarify CCEs, cross-listing, facilitate mobility, reduce complexity
- Support effective curriculum mapping of learning outcomes

Plan

- Enable institution-wide analysis of strengths and opportunities, duplication and gaps, opportunities to simplify terminology

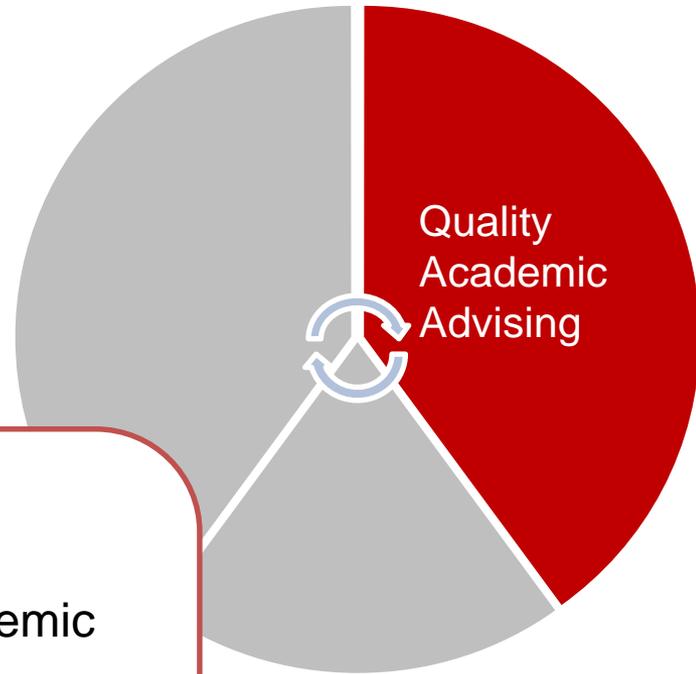
Assess

- Support YUQAP with aligned data and analysis, enhanced process

Stewardship and Engagement

- Greater transparency for curriculum development and QA
- Create proposals online and automate approval workflow
- Engage faculty with reduced administrative requirements

Supports Strategic Priorities



Clear, Accurate Information

- Creates single secure repository for academic calendar
- Provides for systematic analysis of degree requirements and faculty rules to support advising
- Enables x-program advising
- Supports the evolution of degree audit

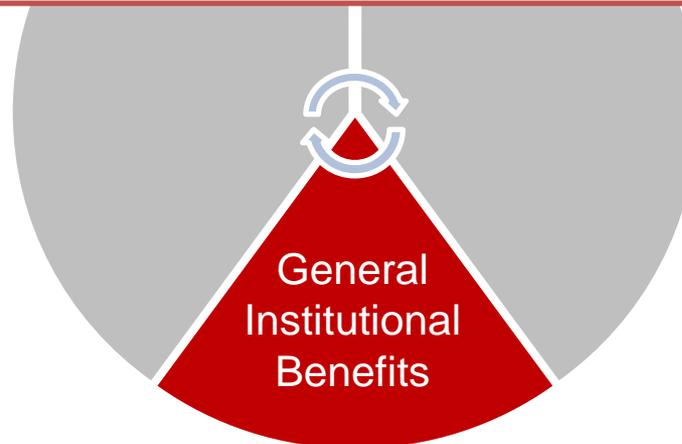
Supports Strategic Priorities

Efficiencies

- Reduced administrative overhead
- Enhanced communication
- Resource for CPR

Culture Change

- Transparency
- Harmonizing curriculum features



Curriculum Management System

Screens

Full Listing of Courses

YORK UNIVERSITY **U** Curriculum Management  Help Action List Lucy Bellissimo

Q + New Course

Cr=4.00 EN			of plant ecology: ecosystems, pl...		
SC/BIOL4141 Cr=3.00 EN	Current Topics and Methods in Cell Biology	Selected topics in cell biology, such as membrane dynamics, cell cycle control, apoptosis, signal tr...		2017/05/08	Active
SC/BIOL4040 Cr=3.00 EN	Genetic Stability and Change	Stability and flexibility of the genomes of prokaryotic and eukaryotic cells. Genetic recombination...		2017/05/08	Active
SC/BIOL4602 Cr=.00 EN	Research Practicum	This course offers the student research experience as part of a Biology research team. The student ...		2017/05/08	Active
SC/BIOL3100 Cr=2.00 EN	Current Topics in Biological Research	A review of the research in progress by members of the Department of Biology and by faculty from oth...		2017/05/08	Active
SC/BIOL3300 Cr=3.00 EN	Origins and Development of Biological Theories	An analysis of the origins and development of biological theories, which may include those in evolut...		2017/05/08	Active
SC/BIOL4130 Cr=3.00 EN	Plant Evolution	An analysis of patterns of variation among plants, emphasizing the evolutionary processes which brou...		2017/05/08	Active
SC/BIOL3110 Cr=3.00 EN	Molecular Biology I: Nucleic Acid Metabolism	Discussion of the metabolism of DNA and RNA, including the physical-chemical properties of nucleic a...		2017/05/08	Active
SC/BIOL1410 Cr=6.00 EN	Principles and Processes in Biology	Emphasizing fundamental biological principles and processes of both plants and animals, this course ...		2017/05/08	Active
SC/BIOL4270 Cr=3.00 EN	Reproduction	Molecular, genetic, cytological and evolutionary aspects of sexual reproduction. Comparison of the r...		2017/05/08	Active

Search Results:

 1 - 30 of 423

Filters:

- Active
- Retired
- Inactive
- Department
- Faculty

Actions:

-  Download CSV
-  Print

Example: Edit A Course

The screenshot displays the 'Curriculum Management' interface for editing a course. The page title is 'SC/BIOL 4130 | Plant Evolution' and it is in 'Draft' status for 'Summer 2017'. The user is identified as 'Lucy Bellissimo'. The interface is divided into several sections:

- Proposal Information:** Includes a 'Status' dropdown menu set to 'Active' and a 'Proposal Rationale' text area containing the text 'Changing course description to remove information not required|'.
- Start Term:** Two dropdown menus are present, one for the term ('Summer') and one for the year ('2017').
- Course Information:** A grid of fields including:
 - Faculty: SC Faculty of Science x
 - Subject Code: SC/BIOL
 - Number: 4130
 - Course Credits: 3
 - Language of Instruction: English
 - Previous Course Number(s): (empty text box)
 - Department: SC/Biology x
 - Proponent: (empty text box)
- Right Sidebar:** Contains an 'Edit Mode' section with a 'LEAVE EDIT MODE' button, a 'Changes' section listing 'Number' and 'Proposal Rationale' as modified items, and a 'Table of Contents' for the proposal information.

Changes Are Tracked

YORK UNIVERSITY | Curriculum Management  Help Action List Lucy Bellissimo

Courses | SC/BIOL 4130 | Plant Evolution Draft | Summer 2017

Proposal Information

Status
Active

Proposal Rationale
Changing course description to remove information not required.

Workflow Status
Proposal Not Yet Submitted for Approval

Changes

- Number
- Brief Course Description
- Start Term
- dateStartLabel
- Course Pre-requisites

[Show All](#) 

Proposed

Start Term
Summer 2017

Existing

Start Term
Summer 2011

Course Information

Faculty SC Faculty of Science	Subject Code SC/BIOL	Changes	Course Credits 3	Language of Instruction English
		Number 4130 C=300 EN		

Table of Contents

- Proposal Information
- Course Information
- Program Affiliation
- Accreditation Breakdown
- Requisites
- Requisites Rules
- Dependencies
- Course Details
- Course Objectives
- Course Outcomes
- Course Design
- Instruction
- Bibliography

[Submit For Approval](#)
[Admin Approve](#)
[Edit](#)
[Delete Proposal](#)
[Sharing](#)
[Addendum](#)
[Duplicate](#)
[Print](#)



Changes display in variety of formats

The screenshot displays the York University Curriculum Management interface. The top navigation bar includes the York University logo, the text "Curriculum Management", and user information for "Lucy Bellissimo". The main content area is for course "SC/BIOLOGY 4130 | Plant Evolution", which is in "Draft" status for "Summer 2017".

The left sidebar contains a navigation menu with the following items: Courses, Programs, Specializations, Policies, Proposal Groups, Proposals, Reports, and System Settings.

The main content area is divided into several sections:

- Dependent Courses and Programs:** A message stating "There are no dependencies".
- Course Details:** A section containing a yellow highlighted box for "Changes" and a "Brief Course Description".
- Brief Course Description:** "An analysis of patterns of variation among plants, emphasizing the evolutionary processes which brought them about. Topics include biosystematics, speciation, hybridization, isolating mechanisms and mating systems. ~~Two lecture hours, three laboratory hours. One term. Three credits.~~ Prerequisites: SC/BIOLOGY 2010 4.00; SC/BIOLOGY 2050 4.00."
- Expanded Course Description:** A section for the full course description.
- Course Objectives:** A section for learning objectives.
- Course Outcomes:** A section for learning outcomes.
- Course Design:** A section for course design details, including a note: "Indicate how the course design supports students in achieving the learning objectives. For example, in the absence of scheduled contact hours what role does student-to-student and/or student-to-instructor communication play, and how is it encouraged?"

The right sidebar contains a list of actions: Submit For Approval, Admin Approve, Edit, Delete Proposal, Sharing, Addendum, Duplicate, and Print. Below these is a "Table of Contents" with links to various sections of the course page.

Track Change Through Workflow

The screenshot displays the York University Curriculum Management interface. The top navigation bar includes the York University logo, the text "CurriculumManagement", and user information for "Lucy Bellissimo". The main header shows the course "SC/BIOL 4130 | Plant Evolution" and the term "Summer 2017". A left sidebar contains navigation options: Courses, Programs, Specializations, Policies, Proposal Groups, Proposals, Reports, and System Settings. The main content area is titled "Proposal Information" and shows the following details:

- Status:** Active
- Proposal Rationale:** Changing course description to remove information not required.
- Workflow Status:** Faculty > SC Faculty of Science > Faculty Council
 - kualladmin - Review
 - Omar M - Review
 - Lucy Bellissimo - Review
 - Salvatore P - Review
 - Carol Altilia - Review
 - Al Regina - Review
 - Frances V - Review
- Changes:**
 - Number
 - Brief Course Description
 - Start Term
 - dateStartLabel
 - Course Pre-requisites
 - Show All

A workflow navigation pane on the right side of the main content area shows a list of participants with circular indicators: kualladmin, Omar M, Lucy Bellissimo, Salvatore P, Carol Altilia, Al Regina, and Frances V. The "Faculty Council" step is currently active. To the right of the main content area is a vertical toolbar with the following actions: Approve, Send Back, Reject, Withdraw, Edit, Return to Course, Duplicate, and Print. Below the toolbar is a "Table of Contents" section listing various proposal information items such as Course Information, Program Affiliation, and Requisites.

Reports - Content



- Courses
- Programs
- Specializations
- Policies
- Proposal Groups
- Proposals
- Reports
- System Settings

< Back To Report List

Course Outcomes

Course Outcome Count Course Outcome Count By Subject Code **Course Outcome List** Course Outcome Word Count

Course Subject	Course Number	Course Title	Course Outcome Code	Course Outcome Description
AD/MATH	6622	title		
HH/NURS	5000	Introduction to Nursing		Learn to type
HH/PSYC	1000			
	1010	PSYC 1010 existing		to learn psychology
LE/CSE	5000	Introduction to Computer Science		
LE/EATS	3543	Test Course title		
LE/EECS				
	4700	Rocket science in CMS		simplify and standardize CMS governance, policies, processes
LE/ESSE	888			Learn American.
	889			Learn languages.
	1998	ESSE test		
LE/MECH	1000	ABC		Apply skills in observation of social integration
	1001	ABC		Apply skills in observation of social integration

Filters: Environment, Institution, Sort

Export

Reports - Process

YORK UNIVERSITY CurriculumManagement Help Action List Lucy Bellissimo

< Back To Report List

Course Workflow

Count Agenda Report **Aging Workflow Nodes** Count By Code Course Workflow Detail

■ Department // LE/Earth & Atmospheric Science // Program Committee ■ Department // LE/Electrical Engineering & Computer Science // Program Committee

Arrived At Node Year and Arrived At Node Month

Color	Count
Blue	1
Green	3
Red	1
Yellow	1

0 0.5 1 1.5 2 2.5 3 3.5 4 4.5 5 5.5 6

Dynamic Count

Filters: [Step Complete](#), [Step Skipped](#), [Step Definition Type](#), [Environment](#), [Institution](#), [Sort](#)

Export

Curriculum Management System

Resources

Resources

- CMS project is fully resources through the Office of the University Registrar
- OUR Project Team supports implementation in Faculty
 - Documenting approval workflows for course and program
 - Training
 - Any manual entry
 - Data integration from Course Offering System (COS-SIS)
 - Ongoing support
- Working with Office of the Associate Dean, Students, curriculum support at department level and faculty to implement
- SIS to CMS integration is complete, now working on CMS to SIS, program form

Curriculum Management System

Next Steps

Next Steps

- Have documented roles and curriculum approval workflows for Math, Chemistry and Physics
- Have confirmed meeting dates with Biology and STS/NATS
- Train, support and use system