Notice of Meeting
Tuesday, September 11, 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 May 8, 2018 meeting
4. Business Arising
5. Inquiries and Communications
   • The 646th Senate Synopsis: Meeting of May 24, 2018
   • The 647th Senate Synopsis (Expanded): Meeting of June 14, 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 Senate and Standing Committees of FSc Council (item for action)
   9.2 Appeals Committee (item for information)
   9.3 Committee on Teaching and Learning (item for information)
   9.4 Petitions Committee (item for information)
   9.5 Senate (T & P) Review Committee (item for information)
10. Other Business
    10.1 FSc Dean’s Search Committee: Lisa Philipps, Provost & Vice-President Academic
    10.2 Procedures for establishing the Search Committee for the new Dean of the Faculty of Science
1. **Call to Order and Approval of Agenda**

The Chair of Council, Dr. D. Golemi-Kotra, called the meeting to order and the agenda was adopted as presented.

2. **Chair’s Remarks**

The Chair, expressed gratitude and appreciation for the opportunity to serve as Chair of Council for the 2017-2018 academic year. She also thanked Joanne Sequeira for providing administrative support to Council matters.

3. **Approval of Minutes of March 13, 2018 meeting**

The minutes were approved.

4. **Business Arising**

There were no matters arising.

5. **Inquiries and Communications**
Council noted the Senate Synopsis of April 26, 2018.

6. **Dean’s Report to Council**

   Associate Dean Janse van Rensburg provided the Dean’s Report. He updated Council on the ongoing academic searches. He noted that, of the thirteen offers made, the Faculty now had seven acceptances, two Math Alternate Stream, 1 CRC II in Visual Science, 1 STS, 1 Fermillab, 1 Applied Math & 1 CRC in Visual Science.

   He also announced that the Science Rendezvous will be held on May 12, 2018. He concluded his remarks by noting that 2018 had been a good year for the Faculty of Science in many respects.

7. **Associate Deans’ and Bethune Master’s Remarks**

   Associate Dean Mills updated Council on the current CUPE labour disruption. He noted that their major concern was that of graduating students. He informed faculty that the GAM deadline was Friday, May 11th. However, it would be extended for another ten days to accommodate additional submissions.

   The Associate Dean concluded his remarks by stating that interviews for the Education Development Specialist had been concluded and a decision would be made soon.

8. **Reports from Science Representatives on Senate Committees**

   Professor M. McCall reported on the process of mounting and deleting courses for the summer. He noted that there was some flexibility from the loss of S2 and courses could be mounted under A4 subject to review and these courses would run from July to August.

9. **Reports from Standing Committees of Council**

   9.1 **Executive Committee: Ratification of nominations to standing committees of council Other Business**

   A motion was moved, seconded and carried to ratify the nominations for the Standing Committees of Council as presented.

10. **Any Other Business**

    *Presentation: New Curriculum Management system, Jodi Tavares - Project Lead, Change Management for Supporting Quality Academic Programs*

    Jodi Tavares presented on the New Curriculum Management System. She took a few questions from Council. Click on the url below to review the presentation.

    [https://drive.google.com/open?id=1nRocdTZpGewcGBmP3Ygcd7z1_RQ1_UMD](https://drive.google.com/open?id=1nRocdTZpGewcGBmP3Ygcd7z1_RQ1_UMD)

    Meeting adjourned.

    D. Golemi-Kotra, Chair of Council

    S. Siyakatshana, Assistant Secretary of Council
Remarks

The Chair of Senate, Professor Lesley Beagrie, welcomed Senators and members. She thanked all those who have made extraordinary efforts to ensure that as many students as possible are able to participate in Convocation celebrations despite the disruption.

The President of York University, Rhonda Lenton, commented on the following:

- the widespread, fervent desire to resolve the labour dispute that has disrupted academic activities for twelve weeks, and ongoing efforts made to provide students with options that will help them pursue their studies and other goals
- confirmation that Convocation ceremonies will proceed as planned in June
- notable achievements by York faculty members, students and alumni
- the naming of the University as one of Canada’s Greenest Employers for the sixth consecutive year
- expansion of the University Budget Committee to include Deans and others, and the inauguration of comprehensive community budget consultations, scheduled for the autumn, that will help determine strategic investments
- formal authorization by the York Region Council of $25 million for the Markham Campus
- government relations, currently focused on outreach to provincial election candidates

The President’s monthly “Kudos” report was posted with the meeting agenda.

Strategic Research Plan Approval

On a recommendation from the Academic Policy, Planning and Research Committee Senate approved Strategic Research Plan 2018-2023: Toward New Heights.

Policy Approvals

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

- authorize the granting of degrees, certificates and diplomas to eligible students at any time following the completion of the degree audit reconciliation and at the University’s convocations held in Fall, February (In Absentia) and Spring
- establish pan-University academic nomenclature
The Senate of York University
Meeting Synopsis

Curriculum Approvals

Senate approved changes to the requirements for the BA degree program in Educational Studies, Faculty of Education to increase the number of major credits for the Honours and Honours double major degree options from 42 to 48 and increase the number of required credits for the Honours Minor degree option from 30 to 33.

Senate Elections

Senate approved a slate of candidates presented by the Executive Committee with the result that a number of individuals were acclaimed to positions on Senate committees while others will be elected as the result of a ballot conducted from May 25 to June 2.

Reports

Professors David Mutimer and Lauren Sergio, Senators on the Board of Governors, transmitted a synopsis of the May 1, 2018 meeting of the Board.

Senate received the spring report of the Provost on major academic planning initiatives, including Markham Centre Campus planning, complement and enrolments, and progress on Institutional Integrated Resource Plan objectives intended to help achieve University Academic Plan goals.

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
- topics covered at the spring Meeting of Senate Committee chairs and secretaries
- agreement to take up a request, as part of the triennial review of Senate rules, to consider strengthened language about standards of conduct at meetings and when communicating as Senators
- the status of proposed changes to rules submitted for review by Faculty Councils

Academic Policy, Planning and Research

APPRC’s report previewed items expected to be included in its June report to Senate.
The Senate of York University

Meeting Synopsis

Academic Standards, Curriculum and Pedagogy

ASCP reported that it hosted members of the Indigenous Council for a discussion of *The Indigenous Framework for York University: A Guide to Action*. ASCP suggested that Senate may also wish to arrange a facilitated discussion of *The Indigenous Framework* at an upcoming meeting.

Awards Committee

The Awards filed on a report on new awards for calendar year 2017 and the disbursement of graduate student awards in 2016. Senators joined in saluting the following recipients of prestigious awards as selected by the Committee:

**2018 President’s University-Wide Teaching Awards**

- Senior Full-time Faculty Member: Dan Palermo, Civil Engineering, Lassonde
- Full-time Faculty Member: Ruth Koleszar-Green, Social Work, LA&PS
- Contract or Adjunct Faculty: Bridget E. Cauthery, Dance, AMPD
- Teaching Assistant: Minha Reokenally Ha, Mechanical Engineering, Lassonde and Reena Shadaan, Environmental Studies / Social Science, LA&PS

**2018 Distinguished Research Professorships**

- Nantel Bergeron, Department of Mathematics and Statistics, Science
- Bernard Lightman, Department of Humanities, LA&PS
- Anne Russon, Department of Psychology, Glendon

**2018 President’s Research Excellence Award**

- J. Douglas Crawford, Department of Psychology, Health

**2018 President’s Emerging Research Leadership Award**

- Sapna Sharma, Department of Biology, Science

June Meeting of Senate

The next regular meeting of Senate is scheduled for 3:00 p.m. on **Thursday, June 15, 2018**
Senate Executive held a special meeting on June 19, 2018 to determine the status of items not dealt with at the June 14 Senate meeting due to an early adjournment. The Committee authorized an e-vote on motions from three committees. Committee information items were deemed to have been received by Senate.

Remarks (Previously Reported)

In her final meeting as the Chair of Senate, Professor Lesley Beagrie, paid tribute to all those responsible for another productive year in collegial governance: Senators, Senate committee and Faculty Council chairs, members and secretaries, and the staff of the University Secretariat. She expressed heartfelt gratitude for having the opportunity to serve as Chair and pride at having met and worked with faculty members, student and staff throughout the University. She wished all Senators well, and encouraged them to attend Convocation ceremonies to join with families and friends to celebrate graduating students.

In addition to her monthly Kudos Report, posted with the agenda, President Rhonda Lenton highlighted the following:

- Board appointment of new Deans for the Faculty of Environmental Studies and the Lassonde School of Engineering (along with her appreciation that Interim Deans had agreed to stay on until their arrival), and the expectation that recommendations will be made soon for the positions of Provost, Deputy Provost Markham and Dean of the Faculty of Graduate Studies
- opportunities for York to partner with the organizers of the winning 2026 FIFA World Cup United North American bid in ways that showcase the University, Keele campus athletic facilities and student athletes
- the acknowledgement of National Indigenous Peoples Day in Spring Convocation ceremonies, which will also feature another banner crop of honorary degree recipients and those who have been earned prestigious awards for faculty members and students
- changes to the President’s Research Awards program, including expansion and refinements to the Emerging Research Leadership Award and the addition of a new Research Impact category
- sobering preliminary enrolment data and efforts to mitigate the impact of the strike on acceptances and retention
- efforts to position York in a positive light as a new government takes office at Queen’s Park, where 18 MPPs have a York affiliation
The Senate of York University

Meeting Synopsis (Expanded)

Approvals at the June 14 Meeting (Previously Reported)

Senate approved a recommendation of the Academic Standards, Curriculum and Pedagogy Committee to revise degree requirements for the IMBA Program by adding the option for students to enrol on a part-time basis in terms 4 and 5, broaden the standard for the second language proficiency exit requirement, increase the number of elective credits from 21 to 24 and effect minor changes to required courses.

On a recommendation of the Academic Policy, Planning and Research Committee Senate, approved a temporary adjustment of the Senate Policy on Organized Research Units reviews such that, for the next two review cycles, clause 5 (Nature and Duration of Charters) will be applied to permit a re-sequencing of charter reviews with the consequence that certain charters will be extended. The list of ORUs for which extensions have been authorized can be found in the Committee’s report.

E-Vote Results

On a recommendation from the Executive Committee, Senate elected Professor Alison Macpherson of the Faculty of Health as the Vice-Chair of Senate from July 1, 2018 to December 31, 2019 and as Chair of Senate from January 1, 2020 to June 30, 2021.

On recommendations from the Academic Standards, Curriculum and Pedagogy Committee, Senate approved the first offerings at the Markham Centre Campus:

- Master of Science degree program in Management Practice, anchored in the School of Administrative Studies, Faculty of Liberal Arts & Professional Studies, pending approval to commence by the Quality Council
- Graduate Diploma in Management (Type 3) anchored in the School of Administrative Studies, Faculty of Liberal Arts & Professional Studies, effective F/W 2021-2022

Senate approved recommendations of the Academic Policy, Planning and Research Committee to charter the following Organized Research Units for five-year terms beginning July 1, 208:

- Global Labour Research Centre (renewed charter)
- Risk and Insurance Studies Centre (first charter)
- Sensorium (renewed charter)

Committee Information Items

Senate Executive reported on the following matters:

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1 A diploma offered as a stand-alone, direct-entry program, generally developed by a unit already offering a related Masters or Doctoral degree, and designed to meet the needs of a clientele or market.
The Senate of York University

Meeting Synopsis (Expanded)

• actions taken by the Committee prior to and since the outset of the disruption that began on March 5
• a commentary on Inquiries and Communications, statements and points of order in response to questions posed in May about Senate proceedings
• the results of votes to elect the Academic Colleague to the Council of Ontario Universities and the contract faculty member of ASCP
• a consolidated report on actions taken by Senate in 2017-2018
• Senate attendance for the regular and special meetings held from September 2017 to May 2018
• the Committee’s conclusion that rules instituted by Glendon Faculty Council to establish the electorate for faculty member Senator elections were consistent with principles of collegial governance and practices elsewhere at the University.
• the timing of the annual survey of Senators and Senate committee members

Awards

The Awards Committee reported on recipients of prestigious awards for graduating students for 2017-2018:

Governor-General’s Gold Medals

Miranda Di Lorenzo, Graduate Program in Psychology
Tamas Nagypal, Graduate Program in Cinema & Media Studies
Rebecca Hall, Graduate Program in Political Science

The Murray G. Ross Award

Antonnia Kiana Blake, BA Hons, Summa Cum Laude, Criminology and Human Rights and Equity Studies, Faculty of Liberal Arts and Professional Studies

Academic Policy, Planning and Research

APPRC conveyed the spring report on the budget context for academic planning provided by Vice-President Finance and Administration Carol McAulay and Provost Lisa Philipps. It also noted that it had requested and received additional information about student / faculty ratios, and will share details with Senate after discussing the data with the Provost. The Committee also informed Senate of the following:

• a May 31 meeting with Librarians and Archivists as part of an ongoing initiative aimed at developing “incomparable metrics” (and the suggestion that a presentation be scheduled for Senate in the autumn
The Senate of York University

Meeting Synopsis (Expanded)

- that status of processes following on Senate’s approval in principle (June 17) of a new Faculty comprising the Faculty of Environmental Studies, the Department of Geography (LA&PS) and potentially other departmental units or programs
- an update on Markham Centre Campus Planning, which was one topic discussed at a joint meeting of APPRC and ASCP on May 31 ORU Sub-Committee Report
- as reported by the Sub-Committee on ORUs, the voluntary withdrawal from its charter by the York Centre for Field Robotics (YCFR); a delay in the pre-chartering review of the Centre for Feminist Research at York pending the appointment of a new Director; and a review of the grants attributed to each ORU in the context of ensuring that an appropriate share of indirect costs of research is assigned to the centres and institutes
- annual reports of APPRC sub-committees supported by the VPRI Office
- progress made on priorities for 2017-2018

Academic Standards, Curriculum and Pedagogy

ASCP provided a mapping of activities in the 2015-2018 period (both curriculum approvals and policy initiatives) to University Academic Plan priorities and their constituent objectives. The Committee also advised that it had approved a minor change to requirements for the Graduate Diploma in German and European Studies.

Academic Policy, Planning and Research Committee / Academic Standards, Curriculum and Pedagogy

In a joint report, APPRC and ASCP tabled the most recent report of the Joint Sub-Committee on Quality Assurance together with the Annual Report on Non-Degree Studies prepared by the Vice-Provost Academic.

Summer Authority

Senate rules invest summer authority in the Executive Committee from the regular meeting in June to the regular meeting in September. The Senate Policy on the Academic Implications of Disruptions or Cessations of University Business Due to Labour Disputes or Other Causes remains in effect so long as the strike by CUPE 3903 continues, and it may be necessary for the Executive Committee to consult with Senate during the interim. The precise form of such consultation will be considered by the Executive Committee as necessary.

For more information on the June 14 meeting, see the documents posted on the Senate meeting site at

http://secretariat.info.yorku.ca/senate/meeting-agendas-and-synopses/

September Meeting of Senate

The next regular meeting of Senate is scheduled for 3:00 p.m. on Thursday, September 27, 2018
### Executive Committee Report to Council

#### Ratification of Nominations

**September 2018**

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<thead>
<tr>
<th>Committee</th>
<th>Term</th>
<th>Name</th>
<th>Department</th>
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<tr>
<td><strong>CEAS</strong></td>
<td>Jan ’2019-2021</td>
<td>M. Chen</td>
<td>Department of Mathematics and Statistics</td>
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<td>Jan ’2019-2021</td>
<td>Y. Fu</td>
<td>Department of Mathematics and Statistics</td>
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<td></td>
<td>2018-2019</td>
<td>A. Kumarakrishnan</td>
<td>Department of Physics and Astronomy</td>
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<td>2018-2019</td>
<td>/ALT S. Tulin</td>
<td>Department of Physics and Astronomy</td>
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<td>2018-2019</td>
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<tr>
<td><strong>Senate</strong></td>
<td>2018-2021</td>
<td>D. Wilson</td>
<td>Member at Large, Department of Chemistry</td>
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<td>2018-2021</td>
<td>D. Hastie</td>
<td>Member at Large, Department of Chemistry</td>
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<tr>
<td><strong>Senate Executive</strong></td>
<td>2018-2021</td>
<td>P. Szeptycki</td>
<td>Member from Science, Department of Mathematics and Statistics</td>
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<tr>
<td><strong>APPC</strong></td>
<td>2018-2019</td>
<td>M. Xu</td>
<td>Staff Representative, Office of the Dean</td>
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<td>2018-2019</td>
<td>N.Bartel</td>
<td>Physics and Astronomy</td>
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<td><strong>CoTL</strong></td>
<td>2018-2019</td>
<td>D. Hossain</td>
<td>Staff Representative, Department of Chemistry</td>
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<td>2018-2019</td>
<td>W.van Wijngaarden</td>
<td>Department of Physics and Astronomy</td>
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<td></td>
<td>2018-2019</td>
<td>V. Pavri</td>
<td>Department of Science and Technology Studies</td>
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<td>2018-2019</td>
<td>S. Kirusheva</td>
<td>Graduate Student Representative</td>
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<tr>
<td><strong>Executive Committee</strong></td>
<td>2018-2019</td>
<td>M. Hough</td>
<td>Staff Representative, Office of the Dean</td>
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<tr>
<td></td>
<td>2018-2019</td>
<td>E. Hessels</td>
<td>Department of Physics and Astronomy</td>
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<tr>
<td><strong>Curriculum Committee</strong></td>
<td>2018-2019</td>
<td>S. Jerzak</td>
<td>Department of Physics and Astronomy</td>
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<td>2018-2019</td>
<td>J. Lazenby</td>
<td>Department of Science and Technology Studies</td>
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<tr>
<td><strong>Petitions</strong></td>
<td>2018-2019</td>
<td>A. Muzzin</td>
<td>Department of Physics and Astronomy</td>
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<td>2018-2019</td>
<td>D. Lungu</td>
<td>Department of Science and Technology Studies</td>
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<td><strong>SRC T &amp; P Committee</strong></td>
<td>2018-2019</td>
<td>C. Storry/ALT P. Hall</td>
<td>Department of Physics and Astronomy</td>
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<td>2018-2019</td>
<td>D. Lungu</td>
<td>Department of Science and Technology Studies</td>
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<td><strong>Research &amp; Awards</strong></td>
<td>2018-2019</td>
<td>W. Taylor</td>
<td>Department of Physics and Astronomy</td>
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<td>Committee</td>
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<tr>
<td><strong>Appeals Committee</strong></td>
<td>2018-2019</td>
<td>W.van Wijngaarden (Fall)</td>
<td>Department of Physics and Astronomy</td>
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<td>2018-2019</td>
<td>T. Kirchner (Winter)</td>
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## Committee Rules of Faculty Council - membership

<table>
<thead>
<tr>
<th>Committee</th>
<th>Rules of Faculty Council - membership</th>
<th>Meeting time / Membership</th>
<th>From</th>
<th>To</th>
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<tbody>
<tr>
<td>Senate</td>
<td>According to the York University Secretariat based on the Senate Rules and Procedures governing the size and composition of Senate, the Faculty of Science shall have 9 members, including a minimum of two Chairs. According to The Rules of Council (Science), Faculty representation shall include the Director of Natural Science, three Department Chairs, and terms shall be for three years.</td>
<td>As per Senate website</td>
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### Designated
- EJ Janse van Rensburg - Interim Dean

### Member at large
- D. Hastie
- V. Sandilis, Biology
- G. Audette, Chemistry
- T. Baumgartner, Chemistry
- J. Lazemby, STS
- D. Wilson, Chemistry
- R. Tuschima, Biology
- P. Szeptycki, Math & Statistics
- J. Elwick, STS
- J. Clark

### Department Chair
- R. Tsushima, Biology
- P. Szeptycki, Math & Statistics
- K. Kroker, STS
- A. Mun
- N. Nivilac, Biology
- Margaret Hough
- D. Golemi-Kotra
- M. Yousaf
- P. Szeptycki
- N. Bartel
- V. Pavri

### Chair
- P. Wilson

### Vice-Chair
- M. H. Armour

### Dean
- Ex officio

### Director of NATS
- J. Clark

### Executive Committee

- The Executive Committee shall be chaired by the Chair of Council and include the Vice-Chair of Council, the Secretary of Council, and one member elected from each of Biology, Chemistry, Mathematics & Statistics, Physics & Astronomy, and Science and Technology Studies/Natural Science, the Dean of the Faculty of Science (ex officio), one student member of Council, and one of the staff members elected to Council.

### Chair
- P. Wilson

### Vice-Chair
- M. H. Armour

### Dean
- Ex officio

### Asst. Dean - SEM & SEP
- A. Mun

### Office of the Dean, staff representative
- Margaret Hough

### Undergraduate Student Rep
- Elected

### Biology
- A. Hilliker

### Chemistry
- G. Audette

### Math & Stats
- P. Gibson

### Physics & Astronomy
- J. Hesels

### STS
- J. Elwick

### APPC

- The Academic Policy and Planning Committee shall include the Dean or designate (ex officio), the Master of Norman Bethune College and one member elected from each of Biology, Chemistry, Mathematics & Statistics, Physics & Astronomy, and Science and Technology Studies/Natural Science, one student member of Council, and one of the staff members elected to Council.

### AD - Faculty
- Designated

### Master - Bethune
- Designated

### Undergraduate Student Rep
- Elected

### Maggie Xu
- Elected

### Biology
- D. Golemi-Kotra

### Chemistry
- M. Yousaf

### Math & Stats
- P. Szeptycki

### Physics & Astronomy
- N. Bartel

### STS
- J. Elwick

### Curriculum Committee

- The Curriculum Committee shall include the Dean and an Associate Dean (ex officio), the Chair or nominee from each teaching Division or Department, three members elected by Council and two student members of Council.

### Member at Large
- J. Clark, NATS

### Member at Large
- N. Nivilac, Biology

### Dean
- Ex officio

### Associate Dean - Students
- Designated

### Undergraduate Student Rep (two vacancies)
- Elected

### Biology
- P. Lakin-Thomas

### Chemistry
- P. Pravin

### Math & Stats
- J. Grigull (Fall); M. Chen (Winter)

### Physics & Astronomy
- S. Jerzak

### STS
- J. Lazemby

### Geography
- J. Elwick

### GEAS

- The Committee on Examinations and Academic Standards shall consist of an Associate Dean (ex officio), five members elected by Council from each of Biology, Chemistry, Mathematics & Statistics, Physics & Astronomy and Science and Technology Studies/Natural Science, and one student member of Council.

### CEAS

- CEAS will normally meet every alternate Wed / Thurs from 1:00 - 3:00 pm year round.
Committee | Rules of Faculty Council - membership | Meeting time / Membership
--- | --- | ---
In addition to the above membership of the committee, Council shall elect an alternate member from each of the Departments specified above. The alternate member shall be the person polling the next highest number of votes to those elected to the committee from each Department. The alternate for the student member will be selected by the Science Student Caucus from one of its Members at Large. An alternate can only vote in the event that first elected members are not in attendance.

Associate Dean - Students | Designated | 2018 2019
Undergraduate Student Rep | Elected | 2018 2019
Biology | Y. Sheng / K. Hudak | 2016 2019
Math & Stats | A. Wu / J. Grigull | 2015 Dec-18
Physics & Astronomy | A. Kumarakrishnan / ALT S. Tulin | 2018 2019
STS | R. Metcalfe | 2018 2021

Petitions

The Petitions Committee shall consist of an Associate Dean (ex officio), six members of Council, and two student members of Council. A quorum shall consist of either (a) three faculty members and one student member or (b) four faculty members.

Associate Dean, A. Mills | Designated | 2018 2019
Undergraduate Student Rep | elected | 2018 2019
Member at Large | N. Nevic | 2016 2019
Biology | A. Hilliker | 2017 2020
Chemistry | R. Fournier | 2016 2019
Physics & Astronomy | A. Muzzin | 2018 2019
Math & Stats | 2015 Dec-18
STS | U. Lungu | 2018 2019
Member at Large | P. Peskun | 2017 2020

SRC T & P Committee

The Committee on Tenure and Promotions shall consist of one currently tenured member from each of Biology, Chemistry, Mathematics & Statistics, Physics & Astronomy and Science and Technology Studies/Natural Science elected by Council, and one student member of Council. No member of the Committee shall be a member of another Tenure and Promotions Committee at any time during their tenure on this committee.

In addition to the above membership of the committee, Council shall elect an alternate member from each of the Units mandated above. The alternate member shall be the person polling the next highest number of votes to those elected to the committee from each Department. The alternate for the student member shall be selected by the Science Student Caucus from one of its Members-at-Large on an annual basis. An alternate can only vote in the event that existing members are not in attendance.

Associate Dean - Faculty | Ex Officio | 2018 2019
Undergraduate Student Rep | Elected | 2018 2019
Biology | J. Clark / ALT - T. Kubiseski | 2017 2020
Chemistry | A. Orellana / ALT - P. Potvin | 2016 2019
Physics & Astronomy | Cody Storry/ALT Pat Hall | 2018 2019
Math & Stats | G. Monette / ALT - S. Watson | 2016 2019
STS | D. Lungu | 2018 2019

CoTL

Currently, the Committee on Teaching and Learning shall consist of a minimum of two Faculty members from each department, the Associate Dean – Students, one Librarian, one staff member, one undergraduate student, and two graduate students, in addition to other members invited as provided for by the Rules. Graduate students and staff nominees will indicate their interest in serving on the committee in writing to the committee, who will then approve by majority vote.

Associate Dean - Students | Ex Office | 2018 2020
Graduate Student Representative | Snezhana Kirusheva | 2018 2020
Graduate Student Representative | Elected | 2018 2020
Undergraduate Student Rep | Elected | 2018 2019
Steacie Librarian | designated | 2018 2020
IT Rep (D. Keramidas) | designated | 2018 2020
Teaching Commons Rep | Y. Su | 2018 2019
Delawar Hossein | Elected | 2018 2019
Biology | T. Kelly | 2017 2020
Biography | C. Bucking | 2017 2020
Chemistry | H. Kouyoumjian | 2017 2020
Physics & Astronomy | J. Chen | 2018 2021
Math & Stats | none | 2018 2020
STS | W. van Winjgaard | 2018 2019
Math & Stats | A. Chow | 2017 2020
Math & Stats | W. Liu | 2018 2021
STS | V. Pavi | 2018 2019

CoTL normally meets every third Thursday of each month (September to May) from 1:00 pm - 2:30 pm
### 2018 - 2019 FSc Report on vacancies for Senate and FSc Standing Committees

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<thead>
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<th>Committee</th>
<th>Rules of Faculty Council - membership</th>
<th>Meeting time / Membership</th>
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<tbody>
<tr>
<td><strong>Research &amp; Awards</strong></td>
<td>The Committee on Research and Awards shall consist of one member elected by Council from each of Biology, Chemistry, Mathematics and Statistics, Science and Technology Studies/Natural Science, and Physics and Astronomy, one student member of Council and an Associate Dean (ex officio) who will serve as the Chair.</td>
<td>The Research &amp; Awards Committee will meet when grants and awards need to be adjudicated.</td>
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<td>I. Farah</td>
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<td>R. Metcalfe</td>
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<td><strong>Appeals</strong></td>
<td>The Appeals Committee for the purpose of hearing student appeals shall consist of four elected faculty members from Science units, an Associate Dean (ex officio) and two student members of Council. A quorum shall consist of either (a) two faculty members and one student member or (b) three faculty members.</td>
<td>Meeting is held once a month and times are polled by the Committee Secretary.</td>
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<td>J.P. Paluzzi (Biology)</td>
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<td>W. van Wijngaarden (Fall) T. Kirchner (Winter)</td>
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### Appeals Committee

#### 2017/18 - July 1, 2017 - June 30, 2018

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To: Faculty of Science Council  
From: FSE Committee on Teaching and Learning (CoTL)  
Date: July 25, 2018  
Re: Annual Report for 2017/2018

Dear Council,

The CoTL had a productive and transformative year, with several new initiatives created. CoTL met 9 times throughout the year, 7 times in person and twice virtually, to discuss CoTL business and adjudicate the FSc teaching awards. We would like to thank S. Siyakatshana for administrative support as well as outgoing committee members for their service.

1. **Membership:** The membership consisted of the following.
   i. A. Mills (Assistant Dean)  
   ii. Y. Su (Teaching Commons)  
   iii. D. Keramidas (IT Representative)  
   iv. G. Jon (Steacie Library)  
   v. T. Kelly (Biology)  
   vi. C. Bucking (Biology and Chair)  
   vii. J. Chen (Chemistry)  
   viii. H. Kouyoumdjian (Chemistry)  
   ix. P. Delaney (Physics)  
   x. V. Pavri (Natural Science/STS)  
   xi. W. Liu (Mathematics & Statistics)  
   xii. S. Spector (Undergraduate Student Rep.)  
   xiii. W. van Wijngaarden (Physics)  
   xiv. A. Chow (Mathematics & Statistics)

   Each meeting was conducted under quorum and members were all very active in discussion and initiative construction.

2. **Teaching Awards:** Administering the teaching awards was a large task accomplished in the fall. After meeting to discuss advertisement approaches and deciding on a deadline, the accepted nomination packages were deliberated at our December meeting.

CoTL selected the following recipients for the annual Faculty of Science Excellence in Teaching Awards.

a) Teaching Assistants  
   i. Richard Jarrell Excellence in Teaching: This award was given to M. Salem (Biology) & H. Deol (Biology).

b) Faculty  
   i. Non Tenure Stream: D. Monaldi (Natural Science/STS)  
We were unable to award the Senior Tenure Stream award this year due to a lack of nomination packages. This is part of a continuing concern for the relatively low number of nominees. This prompted a redesign of the advertising poster as well as a new approach that is outlined below.

3. **Nomination generation for the teaching award**: One of our largest initiatives this year was an attempt to increase the number of nominations for the teaching award and address this longstanding issue. Traditionally CoTL advertised with physical posters, as well as ads on yFile and yUlink and through the FSc social media outlets. This campaign was initiated once, in the fall, before the application deadline. While the number of applicants was increased this year over the last using this approach, there were still awards where there were no complete nominations. After discussion and idea generation, a new schedule of advertising was created for the committee, with ads being distributed at the end of each teaching semester. Physical posters will no longer be produced, instead PDF and PPT slides of the ad are now distributed to each department chair. Faculty members can now use this ad, generated by the Dean’s office, to reach more students. It is stressed that nominations are not for those currently teaching the nominators, which is why the period after the semester ends was chosen for advertising. Furthermore, the committee redesigned the poster slide to include more information and hopefully generate more interest. This redesign was accomplished virtually with large contributions from many members.

4. **Speaker Series**: With the unfortunate cancellation of the anticipated speaker due to unforeseen circumstances, CoTL generated two workshop ideas. Both were subsequently held in the Spring. The first was a workshop on the new iClicker software and was arranged by Y. Su. Here, ~12 faculty members worked through the software using simulated questions, lectures, and Moodle sites. The second workshop was a webinar held to demonstrate Crowdmark software for the faculty. T. Kelly, and H. Kouyoumdjian along with Y. Su were responsible for this webinar that had ~15 registrants. At least three new workshops are planned for the fall and winter, including an Adobe Connect workshop and a Moodle/Gradebook workshop, and a pre-lab generation workshop. All will be advertised and open to faculty members in the coming year.

5. **Ethics Approval Sub-Committee**: All research involving human participants must be approved by a human ethics review committee. Research conducted by undergraduates as part of a course must have their work reviewed by a Faculty human ethics committee. Pedagogical research by faculty or graduate students that involves human participants must be reviewed by the University’s Human Participant Review Committee. We found out that we were lacking in the former (a Faculty-level human ethics committee when a student in Biology was conducting interviews as part of coursework. As well, faculty members who perform pedagogical research often found ethics approval by the University committee was time consuming, requiring considerable correspondence with the committee. To aide in the rapid approval and adoption of research protocols within the faculty, CoTL has formed a subcommittee whose aim is to review both undergraduate coursework involving humans, as well as faculty/graduate student applications prior to submission to the committee and highlight potential issues or offer assistance beforehand. The formation of such a committee should help to support pedagogical research with the Faculty of Science. The new faculty ethics subcommittee members are T. Kelly, V Parvri, A. Chow, and H. Kouyoumdjian.

6. **Miscellaneous**: CoTL generated a document for the chair and members outlining important dates, such as award advertisement dates, in order to meet deadlines more effectively and
ensure a smooth operation in the coming years. A discussion was held on adding content to support science students specifically via SPARK.

C. Bucking
FSc CoTL Chair
<table>
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<tr>
<th>Petition Type</th>
<th>Reason</th>
<th>GRANTED</th>
<th>DISMISSED</th>
<th>TOTAL</th>
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In the 2017-18 academic year, a total of six files were reviewed by the Senate Review Committee (SRC).

These included:

- Four files for tenure and promotion to Associate Professor status
- Two files for promotion to Full Professor status

The Committee also reviewed the Department of Mathematics & Statistic unit-level standards

Currently approvals of FSc Unit Standards at the Senate Level are as follows:

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<th>Department</th>
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<td>Chemistry</td>
<td>December 2015</td>
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<td>Math &amp; Statistics</td>
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<td>STS</td>
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*The Unit Standards were found to be in accord with the Senate Tenure & Promotions Policy, Criteria and Procedures Documents.*