

Faculty of Science Coordinating Council Minutes

Thursday, April 9, 2020

Meet via Microsoft Teams

Attendance:

Dean's Office	P	Chris Houser	P	Philip Dutton	P	Tricia Carmichael
Biomedical Sciences	P	Andrew Hubberstey	P	Shashi Jasra	A	Kyle Stokes
Chemistry & Biochemistry	P	James Gauld	P	Zhuo Wang	P	Sara Mechael
Computer Science	P	Ziad Kobti	P	Alioune Ngom	P	Sai Amrita Dhir
Economics	P	Nurlan Turdaliev		Sang-Chul Suh	P	David Henderson
Environment	P	Iain Samson	P	Jill Crossman	P	Paul Sotiriou
Forensic Science	P	Maria Cioppa		N/A	P	Deanna Fisher
Institute Directors	P	Lisa Porter	P	Mike McKay	P	Roman Maev
Integrative Biology	S	Julie Smit	R	Sherah VanLaerhoven	P	Blue Raasch
Math & Stats	P	Richard Caron	P	Abdo Alfakih	P	Penny Cardelli
Physics	P	Steven Rehse	P	Jeffrey Rau	P	Jeremy Marvin
Non-voting	P	Kyle Stokes	P	Laura McLean	P	Sharon Rasul
Non-voting	P	Gemma Grey-Hall	P	Sara Elliott	P	Dora Cavallo-Medved
Non-voting	P	Bob Hodge	P	Margaret Mayer		

R=Regrets, S=Substitute, G=Guest

1. Welcome and approval of Agenda

MOTION: To approve the agenda.

Dutton/Samson

CARRIED

2. Approval of Minute from March 5, 2020

MOTION: To approve the amended minutes of March 5, 2020.

Gauld/Maev

CARRIED

3. COVID Update & Questions

- There will be no face to face classes over the summer.
- It's anticipated that we will resume face to face courses in the fall. Heads and Directors have been asked to consider what would happen if we weren't allowed face to face courses. Science wants to be well planned for all possibilities.
- If face to face is permitted, what changes will need to be made? How will we manage large lecture sections? Will social distancing measures still be in place? What about labs and field work? How can we plan to change the structure of courses to accommodate these changes?
- The Student Relief Fund has been set up by the University. Students can apply through the Student Experience Office (Ryan Flanagan's Office).
- Discussed if Graduate Students will get additional GA-ship if they need additional time to complete their studies? NSERC has done a 1 year extension. Tricia Carmichael will investigate this and follow up.
- Discussed the possibility of applying for the Canada Summer Jobs Program
- Discussed if fall GA work be changed to online course development/transition support. We will have to investigate this and think about the new role of a GA.

- A survey was sent to all faculty and staff to identify about their concerns:
 1. Research concerns:
 - Tenure clock
 - Can be extended since this is an exceptional circumstance.
 - Funding for grad students current and future
 - There will be more information about this next week. There has been an extension of tri council funding and we are trying find out if federal emergency relief fund can be used for grad students.
 - Extension of tri-council funding
 - Ability to meet deliverables for industry grants
 - There will be a slow and measured resumption of research that is considered to be essential and time sensitive.
 - Once you talk to industry partners, you can determine if projects are time sensitive and/or essential.
 - Resumption of essential research will have a protocol that must be followed. Must have Head, Dean/Associate Dean and VPRI approval.
 2. Concerns from staff and faculty:
 - Costs associated with cell phones, internet, etc.
 - Feeling disconnected, isolated due to lack of social interaction.
 - Interruptions at home (i.e. home schooling, childcare, etc.)
 - Access to material and hardware.
 - People should work with their Head/Director/Supervisor to come onto campus to pick up materials.
 - Lack of clear communication from HR.
 - At this point, there has been no information provided from HR regarding the possibility of layoffs.
- Tricia Carmichael is working with Grad Coordinators on various research and grad student issues. Students who received USRA awards can hold an award if they are able to work remotely.
- Discussed things we have learned that could change how things are done in the future or guide us in future periods of self-isolation.
 1. Delivery of material was smooth, but there were many questions/concerns about how to assess (exams, quizzes, confidentiality, academic integrity).
 2. Electronic communication systems are lacking. (Teams, Blackboard, etc.).
 3. Learning from other platforms (Zoom, etc.). Need increase in hardware and software capabilities to do this. Also need to reduce bandwidth.
 4. People living in the county have limited bandwidth. For more information about the University's VPN (to use their bandwidth) <http://leddy.uwindsor.ca/off-campus#vpn>
 5. Need tools to mark tests and assignment electronically. Need to move evaluations from fixed time slots to more variable ones.
- Discussed effect on future enrollment:
 - No way for students to review exams one on one with Professor.
 - Need course delivery consistency in the Fall. Need to find a way to make online delivery more interactive.

- Could CTL/OOL provide online workshops through Teams or Zoom that is specifically for Science? We have unique challenges that differ from other faculties.
- Sara Mechael offered to help with anyone who needs help with graphics/illustrations for online courses. Email her for a portfolio (mechaels@uwindsor.ca).

4. Recruitment Update

Undergraduate

- In March, applications and confirmation were up.
- In April, we are down 46 confirmations across the board. Biggest hit is to the international undergraduate students in Computer Science. Many may not be able to get Visa's to travel here.
- With flow through, we expect an increase of 100 (still higher than our numbers from 2 years ago)
- Science is doubling down efforts to reach out to students directly. (You Tube messages, constant contact to maintain the connection, etc.)

Graduate:

- Expecting total enrolments (across the University) to be down through the summer and fall.
- Anticipating a potential 30% drop in enrollment. The biggest impact will be in our course-based masters programs (MAC, MMB, etc.)
- SMA3 is postponed for at least one year.

5. Undergraduate Update

- Phil Dutton explained the Winter 2020 grading flowchart.
- This is an unusual situation and we need to be compassionate and thoughtful and supportive of the students. Some faculty are taking an unnecessary hardline. There is no need to put them through additional hardships at this time.
- All processes of creating grades, posting grades and dealing with grade appeals are unchanged.
- Medical notes are no longer required.
- We want to know if the student has completed all the learning outcomes of the course to be given the grade (very different than if they complete at least 60% of course). If they didn't complete all learning outcomes, they may have completed enough assessment to get a grade.
- Normal appeals process is available. Students MUST use the informal process before they start the formal process. The Associate Dean's Office is anticipating a large amount of formal appeals. Professors are strongly encouraged to try to deal with informal appeals themselves. Phil Dutton is available for questions if needed.
- If students unhappy with their grade, they can request a change to P, NP, or VWC
- From April 14 to August 15th, students can change their grade to P, NP or VWC and instructors won't be notified.
- Students should be assigned numerical grades if they completed the learning outcomes for the course.
- Phil Dutton will send the flowchart to all faculty in Science.

6. Graduate Update

- UWinsite student is having problems with graduate applications.

- Some upcoming international students who have been accepted into our new MSc (artificial intelligence program) have applied for the vector-institute scholarship (\$17,500). They will lose the award if they can't travel.

7. Research Update

- There should be no research happening on campus unless previously approved.
- Resuming research in the lab and in the field will require approval by the VPRI in consultation with Head/Director and Dean.
- We will be required to do a slow, measured and safe resumption of research when it's allowed.
- This model will be adopted by the VPRI and other groups on campus.
- Chris Houser circulated a draft application for resuming research to Science today.

8. Science Campaign

- Thanks for everyone's contributions during the advancement retreat.
- Gemma Grey-Hall has completed a draft of our new case for support. The document contains three new categories (mission, vision and 4 priorities). The document will be sent to Heads/Directors for their input.
- The 4 priorities are high impact learning experiences, Inter-disciplinary research, science education and community engagement/spaces that inspire teaching and research.
- This document will help us identify our fundraising priorities over the next couple years.
- Capital projects will be non-existent, so we must do our own fundraising.

9. Report from Heads

Biomedical Sciences

- Finalized some Teams interviews for translational health position.
- Council approved curriculum changes to convert BIOL courses to BIOM courses and minor changes to other courses.

Math

- Exams going smoothly.

WE-SPARK

- Deadline for grants is Friday. There has been a lot of interest coming through.
- Encourage your faculty to look at the WE-SPARK website and think about joining we-spark if you do health research. Members will receive newsletters and they will be eligible to apply for WE-SPARK grants.
- Health research isn't as narrow as you may think. Everyone across science should consider how they could apply their work to health.

Economics

- Suggested looking into developing micro-credentials to increase enrollment. Nurlan Turdaliev to send ideas to Chris Houser.
- Certificate packages can be too large (8 courses). Maybe micro credentials of 2-3 courses would be more appealing.

- Chemistry has been looking into this as well. If they use specific piece of equipment, they can log hours and earn expert credentials on that piece of equipment.

GLIER

- Ken Drouillard has started an initiative to create homemade masks for health care.

Physics

- This week OGS & QEII recipients were announced. Science had 5 QEII winners and 2 were from Physics.

10. Other Business

- There is currently no plan from central administration to move away from charging for parking.

11. Adjournment

MOTION: To adjourn the meeting.

**Dutton/ Rehse
CARRIED**