

Faculty of Science Coordinating Council Minutes

Thursday, December 3, 2020

Meet via Microsoft Teams

Attendance:

Dean's Office	P	Chris Houser	P	Philip Dutton	P	Dan Mennill
Biomedical Sciences	P	Andrew Hubberstey	P	Martin Crozier	P	Hamza Serdah
Chemistry & Biochemistry	P	James Gauld	P	Drew Marquardt	P	Michael Ocheje
Computer Science	P	Ziad Kobti	P	Pooya Moradian Zadeh	P	Anish Sharma
Economics	P	Nurlan Turdaliev		Dingding Li	P	Xueting Li
Environment	R	Joel Gagnon	P	Cameron Proctor	P	Libby George
Forensic Science	P	Maria Cioppa		N/A	P	Deanna Fisher
Institute Directors	P	Lisa Porter	P	Mike McKay	P	Roman Maev
Integrative Biology	P	Isabelle Barrette-Ng	P	Barbara Zielinski	P	Niya Vanganur
Math & Stats	P	Richard Caron	P	Adrian Zahariuc	P	Penny Cardelli
Physics	P	Steven Rehse	P	Jeffrey Rau	P	Dimitri Shinas
Non-voting	A	Luke Strong	R	Laura McLean	P	Sharon Rasul
Non-voting	P	Sara Elliott	R	Dora Cavallo-Medved	P	Bob Hodge
Non-voting	P	Margaret Garabon				

R=Regrets, S=Substitute, G=Guest

1. Welcome and approval of Agenda

MOTION: To approve the agenda.

**Mennill/Barrette-Ng
CARRIED**

2. Approval of Minute from November 5, 2020

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

**Hubberstey/Mennill
CARRIED**

3. New Budget Model Working Groups

- A new budget model will start in May 2021 (red indicates new changes):

Domestic Tuition + Grant Revenue
+
International Tuition
+
Service Teaching Adjustment
+
Research Overhead & Indirect

-

Salaries & Benefits
+
GA/TA Support
+
Facilities & Services
+
Science Programs
+
Research Infrastructure & Grants

- The Provincial Government will re-introduce the SMA3 after COVID-19. We will be graded on our ability to meet specific learning experiences and impact within the community. Failure to meet the criteria will

put our Government grant revenue at risk. We need to focus on experiential learning, industrial support, tri-council funding, as well as recruitment & retention rates.

- Discussed supporting other faculties and sharing best practices.
- Concerns were raised about the possibility of outsourcing services since on campus services are not cost effective. This will depend on how things will be operationalized by the President and Provost's offices.
- In the past, capital projects were done on bond and paid out over several decades. Moving forward, capital projects will be structured as follows: a minimum of 20% must be raised from donors, 60% from bonds, and 20% from faculty (bridge fund). If donor contributions are greater than 20%, the other percentages will be decided after a negotiation with Central.
- Experiential learning discussion:
 - Includes co-op, internship, field work, creative performance or exhibit, clinic, consulting, research, capstone, entrepreneurship, & simulation.
 - Our aim is to have 100% of science students participating in one or more high impact learning experiences by the time they graduate. (SMA3 requires 80%)
 - Our traditional labs will not count as experiential learning under SMA3 unless they include simulation or involve working with industry. It must be a substantive part of course (grades, time, etc.), as close to real world industry, and include reflection.
 - Michelle Bondy and Isabelle Barrette-Ng have a lot of experience with reflections. We will hold a drop-in session in new year to discuss how to include reflections into your courses.
- Salaries, benefits, and GA/TA support are continually increasing. We need to combat this with continuous growth so that cuts are not necessary. We have created many new programs and certificates and transfer streams that will grow our overall enrolment.
- Science has had a 42% increase in undergraduate enrolment, 38% increase in graduate enrolment, new program development and transfer streams, 30% increase in tri-council funding, 180% increase in industry funding.
- 5 Budget working groups will be created to help build budget transparency. These working groups will be consultative and not decision-making bodies. The themes that come out of the groups will be used to decided how the budget is spent.
- Broad consultation will also be completed to gather input from faculty at large.
- The 5 suggested working groups are:
 - Research (how to invest indirect and overhead in research)
 - Student Experience (sustain & enhance student experience)
 - Academic Support (where & how do we invest in additional staff)
 - Facilities & Space (coordinating & investing in space)
 - Workplace Climate (how to ensure an inclusive, positive & diverse workplace)
- Discussed additional categories:
 - Faculty hires
 - New sources of revenue
 - Community engagement

4. Associate Dean for Interdisciplinary, Professional & Transfer Programs

- Creating a new Associate Dean, Interdisciplinary, Professional and Transfer Programs.

- This position will be responsible for Forensic Sciences, General Science, Transfer Agreements, Transfer Recruitment, and Professional Program support.
- The Current Dean's Office positions are:
 - Sharon Rasul, Manager of Finance & Administration (budget, HR, facilities, space)
 - Phil Dutton, Associate Dean, Academic (SPDC, academic Issues, 101 recruitment, advising)
 - Dan Mennill, Associate Dean, Graduate Studies & Research (Research funding, research grad affairs, grad recruitment, centres & institutes, infrastructure)
 - Dora Cavallo-Medved, USci Network (Student experience, student support, student organization).
- Discussed the size of the search committee.

MOTION: Motion to have 3 faculty on this committee with no more than 1 from any single AAU.

Mennill/Barrette-Ng

CARRIED

5. Undergraduate Update

- The University held a virtual fair on November 21st. Over 2000 people registered. The data shows that we had close to 900 visits to Science booths. Thanks to everyone involved!
- VW date has passed and last day of classes is Dec. 9th. Exams run Dec. 12-21st. First day of classes January 7, 2021.
- Discussed scheduling issues. Working to resolve these issues and make improvements for the next term.
- Registrar's has had some major reorganizational changes.
- SPDC expecting a busy Winter term.

6. Graduate Update

- Please be mindful of graduate student mental health. Many research based grad students are on their own. Please find ways to reach out to them and stay connected.
- This is graduate student recruitment season. If you have the capacity to do so, please recruit into your programs. Contact Dan Mennill if you need any support with this.
- A new GA payment process & tracking system is now in place and will be implemented for the Winter term.
- RA payments continue to be a challenge.
- The 3-minute thesis competition is complete. 2 of the 3 winners were from Science. Congratulations to Grace Bastien (gold) and Victoria Heath (bronze).

7. Research Update

- Congrats to Drew Marquardt for being part of a team lead CFI award (led by a group from McMaster).
- There were other CFI applications from Science that were not successful. These applications are a significant amount of work to complete. Thanks to those who took the time to apply!
- Congrats to Drew Marquardt for receiving funds through our New Faculty Publication Support Fund. He was on the cover of a journal.
- Science has launched a new program called RSF Science Xcelerate. The goal to support new cross disciplinary research. Application deadline is December 11th.

- The NSERC Science Exposed photo contest is open for applications. Science has had someone in the top 15 national finalists in each of the last 5 years. Science will offer an internal prize for anyone who gets into the national competition.
- NSERC grad scholarship deadlines have passed. OGS, QEII deadlines are Jan. 11th.
- NSERC USRA deadline is January 29th.
- Congratulations to Roman Maev of IDIR who was part of a team lead CFI award (led by McGill).
- WCRG conference was held last week with over 300 participants.
- WCRG is holding a Think Tank event tomorrow, December 4, 2020. All are welcome.
- WCRG ran its 1st grant panel this week and will award \$270K in funding.

8. Report from Heads

Biomedical Sciences

- Working with Sydney Murray of Recruitment & Retention to hold a recruitment webinar for high school students and their parents on Wednesday, December 9th from 6:00-7:00 p.m. Trying to increase the engagement aspect that was lacking in the virtual fair. Those interested in hosting a similar event in their units are welcome to attend.
- These events are very easy to organize. Sydney will set up the webinar for you and act as a moderator. It is very little work for the department to host a similar event.
- If you are interested in hosting a similar event, the Dean's office will pay for the online sponsorship of your advertisement.

Physics

- Physics & Chemistry are holding a joint recruitment webinar on January 7th.

Chemistry & Biochemistry

- Sirinart Ananvoranich, Drew Marquardt, Otis Vacratsis, & Ken Ng have doing an excellent job with outreach and engagement this fall. Thanks for all their hard work!

Math & Stats

- 21 Actuarial Science students have been very active. They participated in a large networking Actuarial online seminar, organized presentations from Actuarial Science firms and are running their own tutorial to help one another prepare for exams.
- The department has been using the Mobius program in their courses and recently received data. Since July 1, 2020 2,033 students were engaged, 38,400 assignments were marked, and 40,000 questions were graded electronically. This program replaces a 2hr lab for every 30 students and creates TA savings. Use of the programs has created significant cost and time savings in the department. Students pay \$25 and it covers all their courses for one year.

Environment

- Faculty & Staff wine tasting on December 11th. Few spots are still available.

9. Other Business

- In November we discussed a survey of faculty, staff, and students. Thanks to the students on Council who helped develop the survey. 3 different surveys went out about how to improve the winter term. We received over 150 responses from students and about 30 from GA/TA and Faculty/Staff. We will go

through the results and distribute them next week so that everyone knows what the common concerns were.

- A drop-in session is scheduled for Wednesday, December 16th from 11:00-1:00. The purpose is to share best practices and ensure that the next online semester goes smoothly.
- Please be reminded of the following COVID-19 response plans:

On Campus Cases. If you or someone in the lab feels ill or have been in contact with someone who has tested positive for COVID-19 or is being tested, follow these steps:

- Immediately contact the Dean of Science.
- Contact your immediate supervisor (Faculty Advisor, Department Head or Director).
- You will need to provide the dates and times you were on campus in the last 14 days, buildings and rooms that you used on campus, and people you were in direct and sustained contact with (<2m & >15 minutes of contact).
- Do not come to campus.
- Continue to self-isolate until directed otherwise by Health & Safety.
- Follow the directions of Health & Safety and the Public Health Unit.

Off Campus Cases. If you feel ill, or test positive follow these steps

- Contact your immediate supervisor.
- Do not come to campus.
- We will notify Health & Safety for your own safety.
- Off campus students should be encouraged to report illness to the university in case there are supports on campus that we can offer. There is no obligation for them to notify us, but it is good practice.

10. Adjournment

MOTION: To adjourn the meeting.

**Marquardt/Hubberstey
CARRIED**