

## Faculty of Science Coordinating Council Minutes

Thursday, May 7, 2020

Meet via Microsoft Teams

### Attendance:

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

### 1. Welcome and approval of Agenda

**MOTION: To approve the agenda.**

**Smit/Caron  
CARRIED**

### 2. Approval of Minute from April 9, 2020

**MOTION: To approve the amended minutes of April 9, 2020.**

**Samson/Hubberstey  
CARRIED**

### 3. Resumption of Research

- Science is working on drafting resumption of research framework, so we are ready when the time comes.

### 4. Impacts of Finishing Winter Semester Online

- Discussed finishing the term online.
  - Nick Baker reported that we had no real issues with usage. The system managed the extra capacity.
  - There are still academic integrity concerns regarding invigilation of exams.
  - Concerns raised about Chegg.com. Students can subscribe to this website and gain access to solved questions from over 2000 textbooks. A student listed a question from the exam to Chegg for a response during a math exam. Chegg covers all science disciplines. 400-500 questions posted to their experts during exam periods (not all UWindsor). Be aware that students can do this.

## 5. Student Perspectives on How Online Worked

- Felt that there was a decline in quality of teaching in some courses.
- Some professors were still doing tutorials and had scheduled meeting times while others only uploaded the notes.
- Missed the classroom connection.
- Concerned about the uncertainty of grading options and how exams would be offered.
- Students prefer regular course time structure rather than posting notes.

## 6. Planning for Fall

- Science is up in 101 High School confirmations but there has been a drop in international confirmations. We anticipate over 100 new undergraduates this fall due to historical growth.
- It's still unknown how international students will be affected. Expect that we may see many deferrals and then see a surge the following year.
- University as a whole expects a 20% drop in summer cohort, 7% drop in fall cohort, and 6% drop in the winter cohort. This will have significant budget implications.
- Budget adjustments are required. University is implementing a 1.1% payroll tax and are consolidating and reducing strategic investment funds.

### Payroll tax

- This is not a reduction in anyone's salary. If science salaries total \$30 million, they will want \$300K-\$400K in one-time cost savings. Science plans to use retirements and discretionary funds to cover this. This should not have a major impact on our faculty and staff. We must protect personnel. We can't cut personnel when we have been growing so substantially over last few years.

### Consolidating & reducing strategic investment funds

- There will not be a strategic priority fund next year. This will affect our ability to fix and maintain equipment.
- The University will decide by June 1<sup>st</sup> if the fall will be online, hybrid, etc.
- Science is planning for possible online fall. We have developed working groups in the wet, dry and physical sciences.
- General consensus about lectures:
  - Synchronous teaching by online lecture (live) in which lectures are recorded.
  - Synchronous teaching through problem solving guided by recorded lectures.
  - Live office hours at set times during week.
  - Engagement of students through mentimeter, kahoot and/or GA/TA support running live Q/A chat.
- General consensus about labs:
  - Synchronous lab instruction and problem solving with the GA/TA using data provided through blackboard.
  - Synchronous lab demonstration by pre-recorded video with the GA/TA using data provided through blackboard.
  - Synchronous lab demonstration with online software (GIS, Mobius, etc.) by GA/TA.

- Discussed a company (Wacom) that makes a stylus that writes on a tablet. Gives instructors a way to write free hand. Math will buy for GA/TA, and faculty that need them. Also good for marking.
- Discussed the importance that students, especially 1<sup>st</sup> year, need synchronous classes. Students need to engage with instructors and other students. We need to create feeling of normalcy, structure, and pattern of attending classes.
- Science is preparing for an online Fall term.
  - Office of Open Learning (OOL) will have sessions just for science faculty on tools and techniques to teach online.
  - Centre for Teaching & Learning (CTL) will have a session for science on how to create an engaging experience online.
  - OOL will hold sessions on exam invigilation and academic integrity.
  - Faculty champions will hold live demonstration classes to demonstrate how they will approach course/lectures.
  - OOL and CTL will hold a combined session for GAs in science.
- Discussed plans if University requires a pivot mid semester (face to face to online or vice versa).
  - May want to open up for testing or learning centers but should maintain online format.
  - If pivot does happen, synchronous teaching is more important, but recorded lectures should still continue.
  - Students may not be in Windsor if we start online. They may not be able to get here if there is a switch to face to face classes.
  - Could we have smaller classes done on campus using social distancing while doing larger classes online?

## 7. Report from PEARLS

- Presentation from Promoters of Experiential Active Research based Learning in Science (PEARLS).
- PEARLS now has a website and Twitter account.
- If you attend any PEARLS workshop and register, they will have a record and you can use it for PTR purposes.
- The group met 5 times this year via workshops.
- The program provided grants to faculty to develop high impact practices and to publish their scholarly teaching. The 2020 awardees were Tanya Noel, and Trantum Kaur.
- Would like to develop a PEARLS leadership council. Need Faculty Council advise on how to do this.
- Plans for 2020-2021:
  - Continue expert workshop (challenges). Without a Science calendar, scheduling has been difficult.
  - Plan to invite Andrea Damascelli from UBC to talk about how to embed EDI into experiential learning activities.
  - Development of professional skills course for master's students, and a teaching certificate program for doctoral students.
  - Promoted teaching and learning achievements (shared awards, publications, presentations, teaching tips, etc.)

- Want to have a Summer institute on scientific teaching. This is currently done in USA for science faculty. It's a week-long project where experts from other universities train our own faculty to do this in future years.
- FCC was asked for feedback on how to form a leadership council and how to schedule the meetings:
  - Chitra Rangan will create a one-page document outlining the time commitment, expectations, and goals for the leadership committee. It would be good to have representation across science (not necessary all departments but all major areas).
  - Suggested that they try some virtual meetings during off hours to get more people participating.

#### **8. Chem/Biochem Changes to Admission Requirements**

**MOTION: To approve the Chemistry & Biochemistry changes to admission requirements.**

**\*CARRIED\***

#### **9. School of the Environment Changes to Admission Requirements**

**MOTION: To approve the School of the Environment changes to admission requirements**

**\*CARRIED\***

#### **10. School of the Environment RTP Criteria**

**MOTION: To approve the School of the Environment RTP Criteria.**

**\*CARRIED\***

#### **11. School of the Environment AAS RPP Criteria**

**MOTION: To approve the School of the Environment AAS RTP Criteria**

**\*CARRIED\***

#### **12. School of Computer Science Limited Term RTP Criteria**

- **MOTION: To approve the School of Computer Science Limited Term RTP Criteria**

**\*CARRIED\***

#### **13. Undergraduate Update**

- Almost all winter grades have been submitted.
- Summer exams will be scheduled as usual.

#### **14. Graduate & Research Update**

- Overall, we had 31 USRA awards in Science and 30 OGS awards.
- Science had 17 NSERC applicants funded for research. Many were early researchers funded for 1<sup>st</sup> time. There was one Accelerator grant and one Northern Research Supplement grant. 5 RTI applications were funded (\$900,000).
- The Research Stimulus Fund was used to the RTI's and we think that helped.

#### **15. Report from Heads**

##### **Biomedical Sciences**

- Finishing up interviews for a 3-year LTA position that will coordinate the translational health master's program. Hope to have the program running by May 2021.
- Finishing the process of converting biology courses to biomed courses. This should be done shortly at Senate.
- The new website is in the audit stage. Should be done soon.

**Math**

- Online summer courses are underway. Testing new products for automated math testing.
- Math hasn't had any impediments to going online for summer term.
- Preparing for fall.

**WE-SPARK**

- N/A

**Economics**

- Some program development items are being considered by their Council. (2+2 college transfer applied economics and business stream and a couple certificate programs).

**GLIER**

- Aaron Newhook is the new GLIER field tech/animal care Technician.
- GLIER has 2 COVID proposals submitted to various agencies.

**Physics**

- Cancelled a normal summer offering that affected the Engineering program. Trying to work together to find a solution.
- Each unit was given discretion as to how to help convert their applicant list into confirmations. Physics Council agreed to have students from the Physics club write messages to the applicants since they already received emails from the Dean that contained specific program information, etc.

**Integrative Biology**

- N/A

**Computer Science**

- Preparing for an IQAP visit in May.
- 5 MAC AI Stream students received scholarships from the Vector Institute (\$17,000 each).
- One new tenure track faculty and one retiree. Dr. Hossein Fani is joining Computer Science and Dr. Robert Kent is retiring. Thank you for his many years of service.
- 5 limited term lecturers were hired. 3 started May 1<sup>st</sup> and 2 started July 1<sup>st</sup>.
- Notification of intent forms are in progress for a Bachelor of Applied IT (new 4-year program).
- A Master of Computational Science program is in the works.
- The 3<sup>rd</sup> floor of Erie Hall is out of commission for construction. This affects all grad labs and server rooms. Not expected to be finished before start of fall.

**Chemistry & Biochemistry**

- N/A

**Environment**

- N/A

**Forensic Science**

- Changes to the 2+2 college program are going to the next Senate meeting.

**16. Other Business**

- Student relief fund open for all students. Please share and encourage student to take advantage of this fund.

**17. Adjournment**

**MOTION: To adjourn the meeting.**

**Raasch/Hubberstey  
CARRIED**