

Faculty of Science Coordinating Council Minutes

Thursday, October 1, 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	Adam Pillon
Chemistry & Biochemistry	P	James Gauld	P	Drew Marquardt	P	Michael Ocheje
Computer Science	P	Ziad Kobti	P	Pooya Moradian Zadeh		TBD
Economics	P	Nurlan Turdaliev	P	Dingding Li		TBD
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	A	Roman Maev
Integrative Biology	P	Isabelle Barrette-Ng	P	Barbara Zielinski		TBD
Math & Stats	P	Richard Caron	P	Adrian Zahariuc	P	Penny Cardelli
Physics	P	Steven Rehse	P	Jeffrey Rau		TBD
Non-voting	A	Luke Strong	P	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/Turdaliev
CARRIED**

2. Approval of Minute from May 7, 2020

MOTION: To approve the amended minutes of May 7, 2020.

**Fisher/Proctor
CARRIED**

3. Associate Dean, Graduate Studies & Research Search/Renewal Committee Constitution

- Dan Mennill's first term as Associate Dean, Graduate Studies & Research is ending on June 30, 2020. We need to create a search/renewal committee that will make a recommendation whether to renew without a search or to move forward with a full search.
- This committee needs to determine the size/structure of the committee. Faculty will be elected by and from all faculty and students will be elected by and from the students on this committee.
- The bylaw requires 3-5 faculty. Discussed recommended size.

MOTION: To have 5 faculty on this committee with no more than 1 from any AAU.

**Kobti/Caron
CARRIED**

4. Discussion of Fall and Winter Terms

- Science exceeded our fall enrolment record for incoming undergraduates. We have had 4 years of consistent undergrad enrolment growth. We are up overall by 48 students.
- We do not have the research based graduate student enrolment numbers yet. There were many deferrals for the course-based master's programs. We are down 96 from last year.
- Expect Science to be the only faculty on campus who will come out enrolment neutral.

- Most of the Winter semester will be online. All lectures will be online, but a limited number of labs will be online based on learning outcomes of course & program.
- Exceptions will be made for students who are unable to attend face to face and need the course to graduate this year.
- Heads and Directors will be sending email to students soon.
- Discussed the Fall semester. What are some issues you have experienced this semester and what are your concerns for the remainder of the semester? What have we learned this semester that we want to keep?
 - Some graduate students are on campus conducting research and performing GA work. They are hosting online labs, but there is nowhere to go to take their mask off on campus. Students are having trouble understanding them through a mask. Adam Pillon will send Chris Houser a message to discuss how to best manage this.
 - Students report that recorded lectures are very helpful for them to be able to go back and re-visit certain topics.
 - Students having trouble staying motivated and staying on task.
 - Discussed GA workload. It is recommended that GA's keep track of their hours. If they get close to 140 hours, they should be advised to reach out to their professor and communicate that. Dan Mennill will send a message to all GA's to monitor their hours.
 - Please be aware of background noise when you are teaching and recording lectures. This can be difficult, but please try to plan as best you can.
 - Instructors can schedule assessments during class time. If students are not available due to work, maybe they could work with instructors to find a solution. The purpose of scheduling course times was so there weren't conflicts with other classes. A student choosing to work during class time is their decision. Student should be told there is an expectation that they should be in the class.
 - Discussed concerns about the stability of our learning platforms. If there is an outage on Blackboard or Teams, a message from I.T. Services is very important and would prevent a lot of stress and confusion for faculty, staff, and students.
 - Discussed creating a survey for faculty, staff, and students to identify worked/did not work in the Fall term. Feedback will be helpful for planning. If you have suggestions for survey questions, please send them to Chris Houser.
 - Instructors of large courses are having a hard time dealing with the chat. It was recommended that they assign a TA to monitor and respond to the chat.
 - The drop-in sessions have been a useful way to share best practices in a casual venue. We will continue them into the winter.
 - Identified that we have addressed many academic problems, but that there is a lack of opportunity for social interactions between students. Discussed setting up discussion boards, etc.
 - We are starting to see differences in learning abilities among students in the same class. Online labs, students have trouble keeping up and being prepared for what they are experiencing. Takes more patience from instructors. Could be an issue when it comes to assessments.

5. Undergraduate Update

- All undergraduate questions or concerns should be sent to Phil Dutton
- The Associate Dean, Undergraduate Affairs (ADUA) office also deals with changing program applications, appeals, and academic integrity matters.
- There have been many issues with the formal course grade appeals. Students have not communicated well with their instructors and vice versa. Appeals are weak and, in many cases, should have been dealt with informally.
- Instructors are reminded to be mindful when communicating with students. We need to trust instructors to treat students fairly and with empathy. Encourage your students to communicate issues with you.
- The Virtual Open House is this weekend (Saturday from 10-3). There are 1200 registrants already. Science has a team of 76 faculty, staff and students who will be attending and helping.
- Chris and Phil will be participating in many different chat areas. Phil will organize a Teams meeting for the whole group so there will be an offline area to make a call for help or communicate with them in real time.
- Last year, UWindsor organized the first LGBTQ+ in STEM conference in Canada. This year it will be a virtual conference. The conference starts on Monday and registration is free. There are over 100 attendees from around the world planning to attend. NSERC will be in attendance as they are starting to collect data on LGBTQ+ in STEM for their categories. NSERC is trying to engage with community to create labels. See Twitter for registration details (@lgbtqplusstem).

6. Graduate Update &

7. Research Update

- Focused on processing phase 2 & 3 resumption of research plans. Many faculty and students are now on campus with approved phase 3 resumption of research plans.
- Several phase 2 resumption plans have been approved for people in the field.
- If you cannot recreate research at home and your research is delayed because of it, please reach out to Dan Mennill for the phase 2 and 3 approval and process.
- Supervisors should be doing regular check ins with their graduate students. This is a great time to start meeting with your research teams or have the students themselves set it up. Students reported that this provides the structure and social interaction that we want to foster.
- Grad student mental health is important. The first line of connection is often their supervisor and lab mates. Contact Dan Mennill if you have concerns about any students so he can help connect you with resources.
- Please review timelines with your research students. It may be necessary to re-orient their plans. Supervisors are in a better position to see this and help students with this.
- Supervisory committees need to be ready for defenses to be conducted differently. We should not hold students back from a defense rather than re-orient our criteria. We must keep students moving forward.
- Office of VPRI provides research awards that include categories of early career, mid-career, and established scholars. Nominations are due by November 15th. There are also awards for outstanding grad students and undergrad students. Faculty are encouraged to consider submitting nominations.

- The Research Stimulus Fund application deadline has been extended to Monday, October 5th. Details of the application are in the email that went out today from scienceadgsr@uwindsor.ca.
- Thanks to those who agreed to participate in the NSERC peer review process. This helps the entire faculty elevate our research profile.
- We will be announcing 2 new funding levels at faculty level in October. More information coming soon.
- Science is the 1st and only faculty in phase 3 research. There are 100 different programs going on in Science alone.
- Everyone is reminded to be mindful of the importance of flow and zone and safety so that we can continue phase 3 research.

8. Report from Heads

Biomedical Sciences

- Welcome Martin Crozier. Martin was recently hired for a limited term position to handle the Translational Health Master's Program and he is also the Biomedical Sciences Faculty representative on this Council.

Math

- Math & Stats student association is running pre-classes for upper year math courses through Teams. They started this initiative a few years ago to help their classmates.

Physics

- The Physics club had a virtual event last weekend. It was not well subscribed but did have some first-year turnout.
- Hope Physics club can interact with Science Society and work together with all clubs to make mega events. Encourage Science Society to bring all the clubs together. Chris Houser will communicate this with Luke Strong.

Integrative Biology

- Integrative Biology has a new student union. They will form student council in the department. Updates will be provided at the next meeting.

Computer Science

- Congratulations to students who organized the Border Hacks event. They had over 600 participants. Computer Science has invited them to help with planning an online Secondary School Programming Competition.

9. Other Business

- N/A

10. Adjournment

MOTION: To adjourn the meeting.

**Barrette-Ng/Dutton
CARRIED**