

**THE UNIVERSITY OF WESTERN ONTARIO  
FACULTY OF SCIENCE COUNCIL**

***NOTICE OF MEETING***

**December 21, 2009**

**10:00 A.M.**

**PAB 215**

1. Consideration of the Minutes of the meeting of May 22, 2008. EXHIBIT I
2. Business arising from the Minutes.
3. Report of the Nominating Committee  
i. see attached motions EXHIBIT II
4. Report of the Dean
5. Other Business  
i. Motions from the Department of Biology EXHIBIT III

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This agenda and exhibits have been sent electronically to all faculty members in the Faculty of Science and posted on the Faculty of Science Web site ([http://www.uwo.ca/sci/admin/faculty-staff/faculty\\_council.html](http://www.uwo.ca/sci/admin/faculty-staff/faculty_council.html))

**EXHIBIT I**

**THE UNIVERSITY OF WESTERN ONTARIO  
FACULTY OF SCIENCE COUNCIL**

***MINUTES OF MEETING***

**May 22, 2008. 9:30 A.M.**

**PAB 215**

1. **Consideration of the Minutes of the meeting of July 11, 2007.**

It was moved (Dr. Louise Milligan; Dr. David Stanford) that the minutes of the Science Council meeting on July 11, 2007 be accepted. CARRIED.

2. **Business arising from the Minutes.**

There was no business arising from the Minutes.

3. **Report of the Faculty Promotion and Tenure Committee**

[EXHIBIT I](#)

Dean Wardlaw stated that there were 21 Promotion & Tenure cases considered in the Faculty of Science in 2007-08 (Exhibit I, attached as electronic copy). All cases were submitted to the Provost with positive recommendations for Promotion and/or Tenure and all of these were approved by the Provost.

3. **Report of the Nominating Committee**

**EXHIBIT II**

Dr. David Stanford presented the report of the nominating committee.

It was moved (Dr. David Stanford, Dr. Louise Milligan) that the report of the nominating committee be accepted. CARRIED

ii. **Appointment of Scrutineers**

Dean Wardlaw asked if scrutineers had been appointed. Dr. David Stanford replied that he and one other committee member were to be the scrutineers.

4. **Report of the Coordinator for Postgraduate and Faculty Women in Science**

[EXHIBIT III](#)

The report was given by Dr. Betsy Skarakis-Doyle, Coordinator for postgraduate and faculty women in the Faculty of Science. She reported on the activities for women in the Faculty this year, which included the visit by Dr. Margaret Ann Armour, Associate Dean for Diversity at the University of Alberta's Faculty of Science. Our two-day visit with Dr. Armour, recipient of the Order of Canada for work on behalf of women in science fields, included meetings with deans, chairs, faculty members and graduate students. The visit culminated at the Fall gathering of the women in the Faculty at which Dr. Armour gave a presentation "**Project Catalyst: Positive Actions to Recruit and Retain Women in the Sciences**". At that gathering we also unveiled the newly revised webpage "Women in Science" accessible from the Faculty website. Mitch Zimmer was instrumental in designing this site not only highlighting the activities and achievements of women in the Faculty but also linking to other relevant sites on the Internet. A thank you was extended to Mitch for his excellent work. Betsy also reported that the spring gathering of women had been held in late March. Finally, she reported that she was stepping down from her position as coordinator and thanked council for the opportunity to know and work with colleagues in the Faculty of Science

Dean Wardlaw thanked Dr. Betsy Skarakis-Doyle for four years of service as Coordinator of the Faculty & Graduate Women in Science Program. He stated that this program had been started by Dr. Fred Longstaffe when he was the Dean of Science. Dean Wardlaw indicated that the program had developed systematically under Dr. Skarakis-Doyle's leadership and the time had come to entrench this initiative and its objectives by establishing the position of Assistant Dean Diversity & Outreach.

6. **Report of the Associate Deans (Academic & Basic Medical Sciences Undergraduate Education)**[EXHIBIT IV](#)

i. **Report of the Educational Policy Committees**

ii. **NSERC USRA results**

[EXHIBIT V](#)

The following number of items by department or unit were presented to either the Math/Physical or Medical/Biological (or both) EPC committees From June 2007- May 2008. A complete and detailed list of activity is presented in appendix V? All of these items were subsequently passed by Senate or SCAPA as appropriate.

**Number of items by Department/UNIT**

Anatomy and Cell Biology	01
Biology	07
Brescia College ( F & N, HE)	11
Chemistry	02
Computer Science	26
Earth Sciences	01
Environmental Sciences	06
Medical Sciences	17
Medical Biophysics	24
Microbiology & Immunology.	01
Pathology and Toxicology	06
Pharmacology and Toxicology	03
Physics and Astronomy	28
Statistical and Actuarial Sciences	01

iii. **2006-07 and 2007-08 Scholar's Electives Program in Science/Basic Medical Sciences**

Dr. Keith Griffiths stated this information is on Exhibit V. He briefly summarized the points.

The total number of students registered in the 'new' Scholars Electives Program is 30

*Of these 30:*

8 students will be entering their 4<sup>th</sup> year of studies in 08-09

10 students will be entering their 3<sup>rd</sup> year of studies in 08-09

12 will be completing their 1<sup>st</sup> year of studies, though one student will not continue in the SE program.

*Of these 30:*

8 students are registered in, or did their research projects in Science programs

20 students are registered in, or did their research projects in Basic Medical Science programs

1 student did their research project in a Kinesiology area

1 student did their research project in an Occupational Therapy related area.

*Of these 30:*

The modular average of all students who took SE 020Y this year is 89.7%

The modular average of all students who took SE 303E this year is 87.3%

The modular average of all students who took SE 304E this year is 84.9%

Over the course of several events, all of the SE students who were involved in a research project (all years) presented their research to their peers, mentors, the Associate Deans Academic and the Academic Manager. The presentations were marked by all in attendance and this seems to have been a successful mode of operation. Next year, we will attempt to concentrate the presentation events into just 4 'symposia', one for each year of registration (the format of SE4400Y is yet to be determined.)

**Discussion:**

Fifty (50) names are entitled for scholarships.

Comments:

Dr. David Stanford said there were 8 captures out of the 11 available. This indicated that the Faculty of Science received five (5).

(b) Report of the Associate Dean Basic Medical Sciences Undergraduate Education, Dr. Kem Rogers

He outlined changes in the counselling operation:

The new additions and/or changes are as follows:

-Penny Westmacott, Academic Manager

-2 laser fiche clerks/receptionists

-1 open counselling assistant position (replacement for Stephanie Attardi who moved to an administrative assistant position).

Dr. Kem Rogers` mentioned 2 years ago there were line ups of students in the hallways and this situation has minimized.

Kathy A. Boon, former academic counselor, left to go to another position as the Coordinator for the Basic Medical Sciences undergraduate program

**Comment:**

Dean Wardlaw stated there were caps of 370 students in each of 3<sup>rd</sup> & 4<sup>th</sup> year BMSc enrolments.

Dr. Kem Rogers responded that other changes included that 2<sup>nd</sup> year students can be bumped if their grades are not good.

However, 3<sup>rd</sup> and 4<sup>th</sup> year students cannot get bumped out.

Dr. Kim Baines asked if the changes in the counselling operation meant the new positions had been created. Dr. Milligan replied that it was zero sum game: the total number of positions had not changed since one academic counselling position eliminated and a clerk/reception position created.

iv. **National Scholarship results**

EXHIBIT V

248 Applicants to the Faculty of Science/Basic Medical Sciences were ranked by a committee of 15 faculty and staff and 18 previous Scholarship winners.

24 applicants were put forward to the central committee for consideration, of whom, 17 were invited for interview.

Eight out of the fifteen available Faculty Scholarships (each worth a total of \$16,000 plus first year residence costs) were offered to science / basic medical science students, including the W.S. Fyfe Scholarship.

Five out of the eleven Presidents Scholarships (each worth a total of \$24,000 plus first year residence costs) were offered to science / basic medical science students

v. **Other Matters**

None

**7. Report of the Associate Dean (Research)**

The Associate Dean Research, Dr. Mike Cottam, presented a report with the aid of PowerPoint slides (see Dr. Cottam's PowerPoint). The following is a brief summary:

Canada Research Chair: Several renewals have recently been submitted or are coming up in the next year or two. A formal policy is in place.

ADF -Academic Development Fund

Dr. Mike Cottam indicated that the ADF small grants are seven or eight thousand dollars. There were 16 applications from Science, and 8 of these were funded. Dr. Cottam stated that he and Dr. Rick Secco did the ranking.

ERA - Early Research Awards.

There were 12 – 13 applications from Science. Dr. Cottam pointed out that Science had 7 successes out of the 10 for all of UWO. He mentioned there have not been any announcements made yet.

MRI – Postdoc Fellowship Program.

This is a new program introduced in 2007 for support of postdocs. Dr. Mike Cottam states that 50% support comes from MRI and the remainder from the supervisor. The invitation for application was small (3-4).

CFI- Leaders Opportunity Fund.

Dr. Cottam continued by saying encouragement is needed by the Chairs because the eligibility conditions are now slightly more relaxed than before.

The Faculty of Science internal screening process for tri-council grant applications will be continued in 2008-09.

Dr. Mike Cottam stated that the external reviews of the five research themes are posted on the Faculty of Science web site.

Question:

Dr. Bruce Jones asked if any other action was taken with respect to these reviews.

Dr. Cottam replied that these reports will inform the Faculty's next strategic research plan. In addition, the review of the materials & biomaterials theme suggested that consideration be given to providing a new organizational structure to coordinate activities in, and provide stewardship over, the materials & biomaterials area. The Dean consequently formed an ad hoc committee to consider this and other recommendations found in the review of this theme, this committee has given its report to the Dean who has accepted it. The next step is implementation, beginning with formation of the Institute of Materials & Biomaterials Institute to replace WINS.

**8. Report of the Assistant Dean (Graduate & International Research)**

The Assistant Dean Graduate Studies & International, Dr. Rick Secco, presented a report with the aid of PowerPoint slides (attached as Dr. Secco's PowerPoint). The following is a brief summary:

Graduate enrolment has increased from November 2006 – November 2007 by 50. The projected total for 2010 is 640.

**9. Report of the Dean**

Dean Wardlaw had prepared a detailed report supported by PowerPoint slides but due to the lack of time he instead presented brief summary that mentioned the following items. The slides are provided in exhibit XX.

- The Faculty of Science Academic plan update (Nov. 2007) is available on the Faculty web site and is included here as Exhibit YY
- Dean is available to attend departmental meetings in the fall of 2008 to present and discuss update to, and progress on, the Academic Plan.
- The Faculty's budget is expected to be reduced by approximately 3% in each of years 2, 3, and 4 of the current 4-year budget cycle. Years 2, 3, and 4 are 2008-09, 2009-10, and 2010-11, respectively. All Faculties are experiencing such reductions. This is due to the fact that university revenues are projected to grow by circa 11-12% in the 5-year period 2006-11 compared to considerably larger growth in the previous two 5-year periods. This drop in the rate of revenue growth is primarily attributable to capping undergrad admissions at ~4350 per year and the fact that the cost of the salary mass (which is a very large fraction of university expenses) increases at circa 5 % per year. Since most of the Faculty's budget lies in Departments, there will be corresponding cuts to departmental budgets which are currently being worked out for 2008-09.
- The University is in the early phases of a major 7-year fund raising campaign. The Faculty of Science has submitted its priorities for this campaign and will be seeking to raise a few 10's of millions of dollars to support people and infrastructure

**10. Other Business** – there was none

**11:02 end of meeting**

## **EXHIBIT II**

### **Motions from the Faculty of Science Nominating Committee**

**Motion 1:** The term of membership on the Faculty of Science nominating committee be changed from two years to three years, and that this be phased in (as outlined below) to achieve a balance in committee turnover.

Background: The nominating committee has eight members currently serving two-year terms. Consequently, four new members need to be elected each year. As a result, the first meeting each year is often not very productive, because the new members aren't aware of what needs to be done to get started on the nomination work. It also means that the committee needs to spend a non-trivial portion of its time just keeping itself going (i.e. finding replacements for those whose terms are ending).

Transition:

For 2010-2011, three committee members need to be replaced. The replacements should be given two-year terms. For 2011-2012, five committee members need to be replaced. Three of the replacements people should get three-year terms and two of them should get two-year terms. After this, three year terms should be the default.

**Motion 2:** That each Department in the Faculty of Science elect one member to serve on the Faculty of Science Nominating Committee.

Background: The role of the eight members of the nominating committee is to nominate people to stand for election to committees, and there are eight departments, it is best if each department is represented by one member. However, given that the committee is currently elected via a single faculty-wide election, this is hard to achieve in practice, and in some years representation across the Faculty has not been achieved.

## **EXHIBIT III**

### **Motions from the Department of Biology**

The following motions were approved by the Department of Biology and are brought forward for consideration of Faculty Council.

**Motion 1:** The Faculty of Science departmental budget requests and the Faculty of Science budget request are published on the Faculty of Science web site effective for the 2009-2010 budget year and thereafter.

Rationale: Transparency of the Faculty of Science budget process.

**Motion 2:** Reorganization of the Faculty of Science into three budgetary units for submission of departmental budgets. The three units are the Department of Biology, the Unit of Mathematical and Computational Sciences (Departments of Mathematics, Applied Mathematics, Statistical and Actuarial Sciences, Computer Science), and the Unit of Earth, Physical and Chemical Sciences (Department of Physics and Astronomy, Chemistry, and Earth Sciences).

Rationale: A budgetary request structure that better reflects revenue generation in the Faculty of Science.