

COUNCIL OF THE FACULTY OF SCIENCE



NOTICE OF MEETING

September 8, 2020

3pm – 4:30pm

via Zoom

AGENDA

1. Call to Order and Approval of Agenda
2. Chair's Remarks
3. Approval of May 12, 2020 Minutes
4. Business Arising
5. Dean's Remarks
6. Reports from Science Representatives on Senate Committees
7. Reports from Standing Committees of Council
 - 7.1 Executive Committee
 - 7.1.1 Ratification and Call for Nominations for Senate and Standing Committee of Council
 - 7.1.2 Vacancies report on the Standing Committees of FSc Council (items for action)
 - 7.2 Appeals Committee (item for information)
 - 7.3 Committee on Teaching and Learning (item for information)
 - 7.4 Committee on Examination and Academic Standards (item for information)
 - 7.5 Curriculum Committee (item for information)
 - 7.6 Petitions Committee (item for information)
 - 7.7 Committee on Research and Awards (item for information)
 - 7.8 Senate (T & P) Review Committee (item for information)
 - 7.8.1 T & P memo to File Preparation Committees, Adjudicating Committees & Chairs
8. Other Business
 - 8.1 Agenda Items for Information
 - 8.1.1 Dean Space Strategy Task Force, White Paper
 - 8.1.2 FSc Teaching Buyout Policy
 - 8.1.3 Faculty-level committee on EDI



FACULTY OF SCIENCE

COUNCIL OF THE FACULTY OF SCIENCE

ZOOM Meeting

Tuesday, May 12, 2020
at 2:45pm – 4:30pm

Minutes

Attendance: M. H. Armour (Chair of Council), R. Wang (Dean), P. Wilson, P. Potvin, J. Steeves, R. McLaren, V. Saridakis, T. Kirchner, R. Fournier, E. Hamm, V. Pavri, B. Stutchbury, T. Kelly, S. Connor, C. Storry, C. Bergevin, D. Jackson, EJ Janse van Rensburg, A. Mun, C. Wolfe, B. Schwarz, P. Lakin-Thomas, D. Hossain, I. Moyles, J. Clark, M. McCall, P. Delaney, S. Watson, W. Taylor, P. Szeptycki, G. Audette, R. Tsushima, S. Krylov, M. Xu, R. Metcalfe, J. Chan, G. Monette, N. Madras, T. VandenBoer, P. Hall, A. Chow, M. Hempstead, T. Baumgartner, E. Hyde, C. Jang, J. Amanatides, S. Domenikos & S. Siyakatshana (Assistant Secretary of Council)

Guests: M. Stolyarevskyy, M. Mroziewicz, T. Mirkovic, B. Sheeller, O. Girina, M. Myers, A. Kosavic, C. Hempstead, H. McLellan, J. Sequeira, A. Dmello, T. Scott, S. Quail, P. Ryan, H. Au, D. Savard & H. Abraham

1. Call to Order and Approval of Agenda

The Chair of Council, M. H. Armour called the meeting to order and a motion was moved, seconded and carried to approve the agenda as presented.

2. Chair's Remarks

M. H. Armour drew the attention of Council to the correspondence that had been sent out that day by the University Counsel regarding the ongoing law suit on the access copy.

3. Approval of Minutes of April 14, 2020

A motion was moved, seconded and carried to approve the Minutes.

4. Business Arising

There was no Business Arising.

5. Inquiries and Communications

Council noted the Senate Synopsis of April 23, 2020.

6. Dean's Report to Council

Dean Wang briefly updated Council on the student enrolment numbers for the summer term. He noted that the faculty was anticipating some enrolment challenges for the fall term which would result in a negative financial impact to our Faculty. Given the unprecedented challenges due to COVID19; the Dean proudly informed Council that our Faculty was currently doing much better than expected.

He stated that our Faculty had delivered and completed all 171 online courses for the winter term. He added that all 70 courses for the summer term would be delivered remotely except for the two lab courses. The Dean stated that the number of registered students for the summer term had exceeded the projected number of 600 students with 89 more students bringing the total number of registered students to 689.

For the fall term, all 174 courses had been moved online with the exception of 9 lab courses which were likely to be cancelled. He applauded the Faculty for such remarkable achievements given the challenging times we are in. He alluded this was a true reflection of the unshakeable determination and can-do attitude by the Faculty to meet the challenges of the moment.

Leadership announcement effective July 1, 2020;

- M. McCall to end his term as Chair of the Department of Physics & Astronomy: To be replaced by P. Hall
- P. Szeptycki to end his term as Chair of the Department of Mathematics & Statistics: To be replaced by S. Watson
- R. Tsushima reappointed for another term as Chair of the Biology Department.
- V. Pavri reappointed for a two year term as Chair of the Department of Science and Technology Studies

- J. Amanatides reappointed for a 1 year term as Bethune College Head
- M. H. Armour to end her term as Chair of Council: To be replaced by C. Storry

The Dean thanked the outgoing Chairs for their contribution and dedication to our Faculty. He also congratulated and welcomed the new incoming Chairs. He also thanked and appreciated R. Tsushima, V. Pavri and J. Amanatides for their contribution to the Faculty.

7. Associate Deans' and Head of Bethune College Remarks

Associate Dean G. Audette reminded faculty members on the deadline for the sabbatical call. He highlighted the outstanding vacancies on Senate and the Standing Committees of Council. He informed Council that the faculty searches were almost complete with three searches outstanding.

Associate Dean M. Scheid updated Council on the student recruitment numbers. He noted that the acceptances for both domestic and international students were generally lower across the board compared to last year at this time. He stated that the true enrolment picture would be known once the students actually enroll in classes. He stated that a number of student outreach events were planned to improve the fall enrolments and these included the summer virtual Open House.

He reported that a number of incentives had been introduced to encourage student summer enrolments. These included over 400 bursaries and the \$50 coupons. M. Scheid informed Council that the Faculty will be providing 6 week summer modules to support and prepare students coming out of high school to York in the fall and had their winter term disrupted because of COVID19. He stated that the Faculty was currently recruiting module instructors. He noted that they were considering a number of scenarios for getting back on campus for the fall term. He noted that there were no official word on proctoring tools and the university was currently assessing various vendors.

The Associate Dean encouraged faculty members who required support moving their courses online to reach out to the support team available to assist them. He also thanked the faculty members who had volunteered their time to assist other faculty members. He drew the faculty members' attention to the FAQs resource document that had been posted on the Science website pertaining to online courses.

M. Scheid and A. Mun took a few courses from Council members.

Associate Dean J. Steeves congratulated all the successful recipients of the NSERC discovery grants that had been recently announced. She stated that NSERC also send out a reminder stating that the Notice of Intent was mandatory and would be due on August 1st.

She drew the attention of faculty members to the Faculty of Science website that had been updated with Covid19 research grant successes. She also highlighted the memo that she recently sent out to faculty members pertaining to discussions with the GPDs and FGS on the different scenarios of getting back to work in the laboratories.

J. Amanatides, Head of Bethune College, informed Council that the college will run MATH 1505 and CHEM 1001 PASS facilitated study groups as well as online peer mentoring later in the summer for incoming students.

8. Reports from Science Representatives on Senate Committees

There were no reports.

9. Reports from Standing Committees of Council

9.1 Executive Committee

A motion was moved, seconded and carried to ratify nominations as presented.

M. H. Armour drew faculty members' attention to the vacancies on the 2020-2021 report on Senate and the Standing Committees of FSc Council and encouraged faculty to self-nominate.

9.2 Curriculum Committee (Consent agenda items)

The consent agenda items were deemed approved by Council.

10. Other Business

10.1 Graduate Education Committee

J. Steeves briefly spoke to the matter. A motion was moved, seconded and carried to approve the updated Graduate Education Committee membership.

10.2 Draft University Academic Plan (UAP)

<https://secretariat.info.yorku.ca/senate/academic-policy-planning-and-research-committee/university-academic-plan-renewal/>

Council noted that this was a draft plan presented for Council's information. The meeting noted that the UAP plan was done before the COVID19 unfolded.

10.3 Presentation: Libraries Supports for Online Content Needs by Andrea Kosavic, Associate Dean, Digital Engagement and Strategy and Dany Savard, Director, Open Scholarship

Please click on link below to review the presentation:

YULContentPresentation_May12.pdf
Primer_YUL_Content_Services_Summer_Fall_2020_.pdf

10.4 Online course surveys in summer science courses for ongoing online course survey project being conducted by M.H. Armour, C. Wolfe and J. Lederman.

M. H. Armour requested any instructors teaching summer courses to post the link during their courses and ask students to complete the survey. Any questions could be directed to her via email.

The meeting adjourned.

M. H. Armour, Chair of Council

S. Siyakatshana, Assistant Secretary of Council

2020-2021 FSc Report on vacancies for Senate and FSc Standing Committees of Council

September 8, 2020

Ratification of Nominations

Faculty Council

C. Storry, Chair of Council (2020-2021)
T. Salisbury, Vice-Chair of Council (2020-2021)

Faculty Council - Staff representative (2020-2021)

D. Hossain
V. Gotcheva
M. Xi

Senate

C. Douglas, Member at Large (1-year sabbatical replacement)
M. H. Armour, Member at Large (1-year sabbatical replacement)

Executive Committee

D. Golemi-Kotra, Department of Biology (2020-2023)
S. Menary, Department of Physics & Astronomy (2020-2021)
V. Pavri, Department of STS (2020-2023)

Academic Policy and Planning Committee

Man Wah Wong (1 year sabbatical replacement Jul – Jun 2021)
E. Hessels, Department of Physics & Astronomy (2020-2021)
M. Xu, Staff Representative (2020-2021)

Appeals Committee

A. Wong, Department of Mathematics & Statistics (2020-2023)
M. Hempstead, Department of Chemistry (2020-2023)
S. Rastgoo, Department of Physics & Astronomy (2020-2021)

Committee on Teaching and Learning

G. Monette, Department of Mathematics & Statistics (2020-2023)
I. Poliakov, Department of Mathematics & Statistics (**6 month replacement - Jul - Dec 2020**)
T. Mirkovic, Department of Chemistry (2020-2023)
D. Golemi-Kotra, Department of Biology (2020-2023)
C. David, (Department of Physics & Astronomy (2020-2021)
E. Hyde (Department of Physics & Astronomy (2020-2021)
D. Hossain, Staff nomination (2020-2021)

Curriculum Committee

M. Chen, Department of Mathematics & Statistics (Fall Term), Term 2020-2023

B. Schwarz, Member at Large, (2020-2023)
C. Rozins, Member at Large, (2020-2023)
S. Jerzak, Department of Physics & Astronomy (2020-21)
S. Domenikos, Department of STS (2020 – 2021)

Committee on Examinations and Academic Standards

M. Chen (Fall term) Department of Mathematics & Statistics (2020-2023)
W. Wu (Winter term) Department of Mathematics & Statistics (2020-2023)
C. Fu, ALT member, Department of Mathematics & Statistics (2019-2022)
H. Kouyoumdjian, Department of Chemistry (2020-2023)
J. Rogerson, Department of STS (2020-2023)
J. Elwick, Department of STS (2020-2023)
M. Horbatsch (Member); P. Delaney (Alternate); Department of Physics & Astronomy (2020-21)
T. Mirkovic, Department of Chemistry (2020-2021)
S. Connor, Department of Biology (2020-2021)

Senate Review Committee T&P

Y. Gao, Department of Mathematics & Statistics (sabbatical replacement Jan-Jun 2021)
D. Ifa, Department of Chemistry (term until 2023/2022)
V. Tsoukanova, Department of Chemistry (term until 2023/2022)
W. Taylor/ALT.D. Harris, Department of Physics & Astronomy (2020-2021)

Committee on Research & Awards

M. Yousaf, Department of Chemistry (1 year sabbatical replacement)
H. Miallet, Department of STS (2020-2023)
A. Kumarakrishnan, Department of Physics & Astronomy (2020-2021)

Petitions Committee

N. Bartel (member in Fall ALT in Winter)/N. Bozorgnia ALT in Fall & member in Winter) (2020-2021)
E. Hamm, Department of STS (2020 – 2021)

Graduate Education Committee

B. Stutchbury, Department of Biology (2020 – 2023)
R. McLaren, Department of Chemistry (2020 – 2022)
M. Johnson, Department of Physics & Astronomy (2020-2023)
S. Moghadas, Department of Mathematics & Statistics (2020-2023)
K. Birch, Department of STS (2020 – 2021)

2020-2021 FSc Report on vacancies for Senate and FSc Standing Committees

Committee	Rules of Faculty Council - membership	Meeting time / Membership	Term	
			From	To
Senate	According to the York University Secretariat based on the Senate Rules and Procedures governing the size and composition of Senate, the Faculty of Science shall have twelve members, including a minimum of two Chairs. According to The Rules of Council (Science), Faculty representation shall include the Director of Natural Science, three Department Chairs, and terms shall be for three years.	As per Senate website		
	Dean, Ex officio	R. Wang	Designated	
	Member at large	G. Audette	Designated	
	Member at large	E. Hessels, Physics & Astronomy	2019	2022
	Member at large	C. Douglas (1yr replacement)	2019	2022
	Member at large	T. Baumgartner, Chemistry	2018	2021
	Member at large	B. Pietro, Chemistry	2019	2022
	Member at large	M. H. Armour	2019	2022
	Member at large	N. Madras - 1 yr replacement	2020	2023
	Department Chair	R. Tsushima, Biology	2018	2021
	Department Chair	R. Fournier, Chemistry	2019	2022
	Department Chair	S. Watson, Mathematics & Statistics	2019	2022
	Director of NATS	J. Clark	Designated	
	Student representative	VACANT	2020	2022
	Student representative	Romina Noormohammadi	2019	2021
FSc Reps on Senate Committees				
Senate Executive	1 member from FSc	M. H. Armour	2018	2021
Academic Policy, Planning and Research Committee (APPRC)	1 member from FSc	D. Golemi-Kotra	2020	2023
Sub-Committee on Honorary Degrees & Ceremonials	1 member from FSc	VACANT	2020	2023
Executive Committee	The <u>Executive Committee</u> shall be chaired by the Chair of Council and include the Vice-Chair of Council, the Secretary of Council, and one member elected from each of Biology, Chemistry, Mathematics & Statistics, Physics & Astronomy, and Science and Technology Studies/Natural Science, the Dean of the Faculty of Science (<i>ex officio</i>), one student member of Council, and one of the staff members elected to Council.	The Executive Committee will normally meet the first Tuesday of each month (September to May) from 3:00pm - 4:30pm in LUM 305B		
	Chair of Council	C. Storry	2020	2021
	Vice-Chair of Council	T. Salisbury	2020	2021
	Dean, Ex officio	R. Wang	Designated	
	Asst. Dean - SEM & SEP	A. Mun	Designated	
	Staff representative	V. Gotcheva	2020	2021
	Undergraduate Student Rep	VACANT	2020	2021
	Biology	D. Golemi-Kotra	2020	2023
	Chemistry	S. Krylov	2019	2022
	Math & Stats	N. Madras	2019	2022
	Physics & Astronomy	S. Menary	2020	2021
	STS	V. Pavri	2020	2023
APPC	The <u>Academic Policy and Planning Committee</u> shall include the Dean or designate (<i>ex officio</i>), the Master of Norman Bethune College and one member elected from each of Biology, Chemistry, Mathematics & Statistics, Physics & Astronomy, and Science and Technology Studies/Natural Science, one student member of Council, and one of the staff members elected to Council.	APPC will normally meet the last Thursday of each month (September to April) from 9:00 am - 10:30 am		
	Associate Dean, Faculty Affairs, Ex officio	G. Audette	Designated	
	Head of Bethune College	J. Amanatides	Designated	
	Undergraduate Student Rep	VACANT	2020	2021
	Elected staff representative	M. Xu	2020	2021
	Biology, also representing STS	J. Clark	2019	2022
	Chemistry	R. McLaren	2019	2022
	Math & Stats	Man Wah Wong - 1 year replacement ie, 2020-2021	2019	2022
	Physics & Astronomy	E. Hessels	2020	2021
	STS	Represented by J. Clark	2019	2022
Curriculum Committee	The <u>Curriculum Committee</u> shall include the Dean and an Associate Dean (<i>ex officio</i>), the Chair or nominee from each teaching Division or Department, three members elected by Council and two student members of Council.	The Curriculum Committee will normally meet every last Tuesday of each month (September to April) from 1:30 pm - 3:00 pm		
	Member at Large	J. Clark	2019	2022
	Member at Large	B. Schwarz	2020	2023
	Dean, Ex officio	R. Wang	Designated	
	Associate Dean - Students, Ex officio	M. Scheid	Designated	
	Undergraduate Student Rep (two vacancies)	2 VACANCIES	2020	2021
	Biology	S. Connor	2019	2022
	Chemistry	P. Potvin	2019	2022
	Math & Stats	J. Grigull (Winter) M. Chen (Fall)	2019/2020	2022/2023
	Physics & Astronomy	S. Jerzak	2020	2021
	STS	S. Domenikos	2020	2021
	Member at Large	C. Rozins	2020	2023
	The <u>Committee on Examinations and Academic Standards</u> shall consist of an Associate Dean (<i>ex officio</i>), five members elected by Council from each of Biology, Chemistry, Mathematics & Statistics, Physics & Astronomy and Science and Technology Studies/Natural Science, and one student member of Council.	CEAS will normally meet every alternate Wed / Thurs from 1:00 - 3:00 pm year round.		

2020-2021 FSc Report on vacancies for Senate and FSc Standing Committees

Committee	Rules of Faculty Council - membership	Meeting time / Membership	Term	
			From	To
CEAS	In addition to the above membership of the committee, Council shall elect an alternate member from each of the Departments specified above. The alternate member shall be the person polling the next highest number of votes to those elected to the committee from each Department. The alternate for the student member will be selected by the Science Student Caucus from one of its Members at Large. An alternate can only vote in the event that first elected			
	Associate Dean - Students, Ex officio	M. Scheid	Designated	
	Undergraduate Student Rep	VACANT	2020	2021
	Undergraduate Student Rep	VACANT	2020	2021
	Biology	C. Jang/ALT B. Schwartz & S. Connor	2019	2022
	Chemistry	H. Kouyoumdjian / R. McLaren / T. Mirkovic	2020/2018	2023/2021
	Math & Stats	M. Chen (Fall) Y. Wu (Winter) ALT C. Fu	2020/2019	2023/2022
	Physics & Astronomy	M. Horbatsch; ALT. P. Delaney	2020	2021
	STS	J. Elwick/J. Rogerson	2019/2020	2022/2023
				S. Connor to serve 1 year T. Mirkovic to serve 1 year M. Chen-Sabbatical Jan 2021-Jun 2021 J. Lazenby on Sabbatical July 2020-June 2021
Petitions	The <u>Petitions Committee</u> for the purpose of hearing student petitions shall consist of an Associate Dean (<i>ex officio</i>), six members of Council, and two student members of Council. The Committee may divide the workload by splitting the Committee membership into two panels of four people each. A quorum shall consist of either (a) two faculty voting faculty members and one student member or (b) three voting faculty members.	Each panel meets once a month on Wednesday or Thursday from 2:30 pm - 4:00 pm		
	Associate Dean, Ex officio	M. Scheid	Designated	
	Undergraduate Student Rep	VACANT	2020	2021
	Undergraduate Student Rep	VACANT	2020	2021
	Member at Large	VACANT	2020	2023
	Biology	A. Mills	2020	2022
	Chemistry	W. J. Pietro	2019	2022
	Physics & Astronomy	N. Bartel (member in Fall ALT in Winter)/N. Bozorgnia ALT in Fall & member in Winter)	2020	2021
	Math & Stats	Y. Gao	2019	2022
	STS	E. Hamm	2020	2021
SRC T & P Committee	The <u>Committee on Tenure and Promotions</u> shall consist of one currently tenured member from each of Biology, Chemistry, Mathematics & Statistics, Physics & Astronomy and Science and Technology Studies/Natural Science elected by Council, and one student member of Council. No member of the Committee shall be a member of another Tenure and Promotions Committee at any time during their	SRC T & P Committee will normally meet the last Friday of each month (September to May) from 9:00 am - 11:00 am in LUM 305B		
	In addition to the above membership of the committee, Council shall elect an alternate member from each of the Units mandated above. The alternate member shall be the person polling the next highest number of votes to those elected to the committee from each Department. The alternate for the student member shall be selected by the Science Student Caucus from one of its Members-at-Large on an annual basis. An alternate can only vote in the event that existing members are not in attendance.			
	Associate Dean - Faculty, Ex officio	G. Audette	Designated	
	Undergraduate Student Rep	VACANT	2020	2021
	Biology	K. Hudak / ATL Jean-Paul Paluzzi	2020/2020	2023/2023
	Chemistry	D. Ifa/ALT. V. Tsoukanova	2020/2019	2023/2022
	Physics & Astronomy	W. Taylor/ALT.D. Harris	2020	2021
	Math & Stats	A. Wong (Winter) S. Wang (Fall) ALT Y. Gao	2019	2022
	STS	D. Lungu/ALT Vacancy	2018	2021
				Liang on Sab. Jan. 1, 2021-June 2021
CoTL	Currently, the Committee on Teaching and Learning shall consist of a minimum of two Faculty members from each department, the Associate Dean – Students, one Librarian, one staff member, one undergraduate student, and two graduate students, in addition to other members invited as provided for by the Rules. Graduate students and staff nominees will indicate their interest in serving on the committee in writing to the committee, who will then approve by majority vote.	CoTL normally meets every third Thursday of each month (September to May) from 10:00 am - 11:30 am		
	Associate Dean - Students, Ex officio	M. Scheid	Designated	
	Graduate Student Representative	VACANT	2020	2022
	Graduate Student Representative	VACANT	2020	2022
	Undergraduate Student Rep	VACANT	2020	2021
	Stacie Librarian	Ilo-Katryn Maimets	Designated	
	IT Representative	V. Gotcheva	Designated	
	Teaching Commons Rep	Y. Su	Designated	
	Staff representative, Elected	D. Hossain	2020	2021
	Biology	D. Golemi-Kotra	2020	2023
	Biology	C. Jang	2020	2023
	Chemistry	T. Mirkovic	2020	2023
	Chemistry	C. Caputo	2018	2021
	Physics & Astronomy	C. David	2020	2021
	Physics & Astronomy	E. Hyde	2020	2021
	Math & Stats	G. Monette	2020	2023
		I. Poliakov (6 month replacement - Jul - Dec 2020)	2018	2021
	Math & Stats	R. Marushia	2019	2022
				W. Liu on Sabbatical - July 2020- Dec 2020

2020-2021 FSc Report on vacancies for Senate and FSc Standing Committees

Committee	Rules of Faculty Council - membership	Meeting time / Membership	Term	
			From	To
Committee on Research & Awards	The <u>Committee on Research and Awards</u> shall consist of one member elected by Council from each of Biology, Chemistry, Mathematics and Statistics, Science and Technology Studies/Natural Science, and Physics and Astronomy, one student member of Council and an Associate Dean (<i>ex officio</i>) who will serve as the Chair.	The Research & Awards Committee will meet when grants and awards need to be adjudicated.		
	Associate Dean - Research & Graduate Education, <i>ex officio</i>	J. Steeves	Designated	
	Undergraduate Student Rep	VACANT	2020	2021
	Biology	R. Kwong	2020	2023
	Chemistry	M. Yousaf (1 year replacement)	2019	2022
	Physics & Astronomy	A. Kumarakrishnan	2020	2021
	Math & Stats	Huaiping Zhu	2019	2022
	STS	H. Miallet	2020	2023
Appeals Committee	The Appeal Committee for the purpose of hearing student appeals shall consist of four elected faculty members from Science units, an Associate Dean (<i>ex officio</i>) and two student members of Council. A quorum shall consist of either (a) two faculty members and one student member or (b) three faculty members.	Meeting is held once a month and times are polled by the Committee Secretary.		
	Associate Dean - Faculty, <i>ex officio</i>	G. Audette	Designated	
	Undergraduate Student Rep	VACANT	2020	2021
	Undergraduate Student Rep	VACANT	2020	2021
	Member at Large	R. Fournier	2019	2022
	Biology	N. Kovinich	2020	2023
	Chemistry	M. Hempstead	2020	2023
	Physics & Astronomy	S. Rastgoo	2020	2021
	Math & Stats	A. Wong	2020	2023
	STS	M.H. Armour	2018	2021
Graduate Program Committee	To provide broad review and commendation to Council via the Academic Policy and Planning Committee of all proposals received from Graduate Programs with respect to: New Course Proposals, Course Change Proposals, Minor Changes to Program/Graduate Diploma Academic Requirements, Major Modifications to Program/Graduate Diploma Academic Requirements, New Graduate Fields, New Graduate Diplomas, New Graduate Degree Programs The Graduate Education Committee shall consist of: - Associate Dean – Research & Graduate Education (<i>ex officio</i>) - Graduate Program Director (or designate who must be a member of the graduate program) of each Graduate Program in the Faculty of Science - one graduate student member from any Graduate Program within the Faculty of Science - one full-time faculty member from the Faculty of Health or Lassonde School of Engineering who is appointed to teach in any FSc graduate program - A member at large with knowledge of graduate programming, and experience with curriculum approvals at the Faculty-level. The Chair of the Committee is selected by the voting members of the Committee for a one-year term.			
	Associate Dean – Research & Graduate Education (<i>ex officio</i>)	J. Steeves	Designated	
	Biology	B. Stutchbury	2020	2023
	Chemistry	R. McLaren	2020	2022
	Physics & Astronomy	M. Johnson	2020	2023
	Math & Stats	S. Moghadas	2020	2023
	STS	K. Birch	2020	2021
	Member from Faculty of Health OR Lassonde	VACANT		
	Member at Large	VACANT		
	Graduate student	1 VACANT	2020	

S. Morin on Sab. Starting July 1, 2020-2021

FACULTY-LEVEL APPEALS BY TYPE**2019-2020**

Petition Type	Reason	DENIED	GRANT ED	PARTIALLY GRANTED	Grand Total
Course Add	Enrol In Course(s) After The Faculty Deadline				
Course Drop	Drop Course(s) After Faculty Deadline	23	4	8	35
Credit					
Departmental/Programme Waiver	Advanced Standing: Course Substitute				
	Advanced Standing: Course Waiver				
	Advanced Standing: Course Transfer				
	Course Substitution for Major or Minor Req. (s)				
	Other				
	Waiver Of Degree Credit Exclusion Legislation				
	Waiver with replacement				
	Take courses out of sequence - Schulich				
	Promotion without satisfying year requirements - Schulich				
	Reduced course load - Schulich				
Exemptions	Degree Exemption(s)				
Extension	Deferred Standing, extension of deferred standing	0	4		4
	Course extension				
	Program extension				
Grade Reappraisal	Grade Reappraisal				
Leave	Leave of Absence				
	LOA Medical/compassionate				
	LOA No course available				
	Maternity leave				
Letter of Permission	Credit For Course(s) Taken Elsewhere Without LOP				
Other	Exemption from deadline to submit a petition	7	3	1	11
Overload	Course Overload				

Readmission					
Repeat	Repeat Failed Course				
	Repeat Passed Course				
Status	Change degree stream				
	Change to full-time				
	Change to part-time				
	Reinstatement				
	Withdrawal				
	Study at a location other than York				
Stop-out	Education only				
Strike-related	FGS only				
Waiver	Graduate Without Min. Req'd G.P.A.				
	Request For Waiver Of Req. Withdrawal	3			3
	Request For Waiver Of Req. Debarment				
	Upgrade G.P.A. In Attempt To Graduate				
	Waiver Of Degree Credit Exclusion Legislation				
	Waiver Of General Education Requirement				
	Waiver Of Honours Standing Regulations				
	Waiver Of In-Faculty Requirement				
	Waiver Of Major Requirement(s)				
	Waiver Of Upper Level Course Requirements				
	Other				
Total		33	11	9	53

Friday, July 10, 2020

FSc Committee on Teaching and Learning (CoTL) annual report (2019/2020)

FACULTY OF SCIENCE

Department of Chemistry

Hovig Kouyoumdjian, PhD

Assistant Professor –
Teaching Stream

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4700 KEELE ST.
TORONTO ON
CANADA M3J 1P3
T 416.736.2100
EXT.44091
hovig@yorku.ca
www.yorku.ca

Dear Chair of Council, Prof. Armour,

The Committee's role is to enhance the quality of our students' learning experience by exploring means to foster pedagogical innovations in science teaching (organizing seminars, brown bags, workshops, etc.) We also work on promoting and recognizing excellence in teaching across the faculty (TA, junior/senior faculty awards).

I. Committee membership:

1. Alex Mills (Associate Dean Teaching - until December 2019)
2. Mike Scheid (Associate Dean Teaching - starting January 2020)
3. Steven Connor (Biology)
4. Hovig Kouyoumdjian (Chemistry - Chair)
5. Tianna McFarlane (Recording Secretary)
6. Chris Caputo (Chemistry)
7. Amenda Chow (Math and Statistics)
8. Violeta Gotcheva (FSc IT)
9. Delwar Hossain (Staff Representative)
10. Tamara Kelly (Biology)
11. Snezhana Kirusheva (graduate student representative)
12. Hyejung Kwon (Undergraduate Student Representative)
13. Amanda Liczner (Graduate Student Representative)
14. Wei Liu (Math and Statistics)
15. Ilio-Katrynn Maimets (science Librarian)
16. Robin Marushia (NATS)
17. Yelin Su (Teaching Commons)

The committee had 6 meeting over the period extending from September 2019 to June 2020. The emergence of COVID-19 and the closure of the University has impacted the work of the committee.

II. Initiatives

The committee's initial plan went beyond the teaching awards and speakers series to discuss the development of structured TA training, the re-introduction of the journal club, and the initiation of semi-annual brown bag series to discuss educational plans and outcomes.

1. **Teaching awards - preliminary work:** This process was initiated from the first meeting, where expanding the advertisement for nominations was discussed. This was achieved by sending monthly emails to Faculty of Science and Health students, displaying ads on libraries and LCD screens throughout the University, posting ads on Moodle and on the website of Faculty of Science, YFile, and finally developing custom ad banners for social media.

The committee has also discussed ways to improve the number of nominations and to cultivate a better mechanism to improve the recommendation letters' format by developing a questionnaire-style nomination/recommendation letter. The questionnaire has been completed and is ready to be used for the 2020/2021 awards cycle.

The committee has also worked on improving the "Teaching Awards Rules of Order" document.

2. **Teaching awards - winners:** The committee has discussed the candidates' files and voted via secret ballots. Absent committee members have submitted their ballots via email:

Senior Tenure Stream Teaching Award winner was:
Chris Lortie

Junior Tenure Stream Teaching Award winner was:
Nicole Nivillac

Non-Tenure Stream Teaching Award was not awarded this year.

Teaching Assistants – the Richard Jarrell Excellence in Teaching at the Graduate Level Award winner were:
Nicholas Bragagnolo
Eleni Fegaras

3. **Speakers series:**

Dr. Aarthi Ashok of University of Toronto (Scarborough):
The whole is greater than the sum of the parts: a research poster project provides an integrative framework for learning across courses in Biology
(*this talk was held on Thursday, March 5, 2020*)

Miranda Chan of the University of Tennessee:
Supporting our Future Faculty: Strategies and Barriers to Effective Graduate Teaching Assistant (GTA) Teaching Professional Development (TPD)
(*this talk scheduled for Thursday, March 19, 2020 but was cancelled due to COVID-19 pandemic*)

Dr. Warren Code University of British Columbia. Associate director of the Science centre for Learning and Teaching (Skylight) and was the Acting Director of CWSEI at UBC to speak on active learning in Math, as well as initiatives that help promote evidence-based teaching strategies in the Faculty of Science.

(this talk was scheduled for April of 2020, but was cancelled due to COVID-19 pandemic)

4. TA training: In order to initiate a solid TA training program, the committee started surveying the current initiatives offered by the university. The Teaching Commons' (TC) educational developer, Natasha May, was invited to present about the TC's TA training certifications; the successes and the pitfalls. The committee has diagnosed the lack of structured discipline-specific TA training courses/curricula, and emphasized on the importance of developing such programs. Discussions to be continued in the next academic cycle.
5. Journal club and brown bags: A couple of committee members re-started the journal club but were only able to organize one session after the cancellation of the second journal club due to COVID-19 pandemic. Brown bags were also envisioned to be held after the conclusion of the winter semester, but it was also cancelled due to COVID-19 pandemic.
6. Workshops: The committee collaborated with the Teaching Commons to organize and present a workshop on the Effective Use of Crowdmark Platform for Online Final Exams, especially during the COVID-19 pandemic.

Sincerely,



Hovig Kouyoumdjian
CoTL chair

ANNUAL REPORT ON ACADEMIC HONESTY 2019-20	
(SEPTEMBER 2019 - AUGUST 5 2020)	
Year Level:	
1st Year Level	34
2nd Year Level	33
3rd Year Level	20
4th Year Level	7
TOTAL	94
Policy Sections:	
CHEATING	7
UNAUTHORIZED AIDS	4
AIDING AND ABETTING	23
PLAGIARISM	51
FALSIFICATION	1
CHEATING and PLAGIARIMS	7
CHEAT AND FALSIFICATION	1
TOTAL	94
Decision Level:	
HEARING	26
PENALTY HEARING	3
RATIFICATION	65
TOTAL	94
Files Pending Decisions:	
HEARING	19
PENALTY HEARING	4
RATIFICATION	98
TOTAL	121
TOTAL FILES: September 2019 - August 5 2020	
215 cases	
DEPARTMENTS:	
BIOL	57
MATH	128
CHEM	8
NATS	16
PHYSICS	4
STS	2
TOTAL FILES SINCE SEPTEMBER 2019 -	
AUGUST 5 2020	215

Faculty of Science --Annual Report for Science Curriculum 2019 - 2020	
New course	24
Change in prerequisites	4
Change in title	1
Calendar change	22
Change in degree credit exclusions	4
Change in NCR	1
Change in existing course	1
Change in cross-listing	2
Change in format/mode of delivery	1
Total Course Proposals	60

**Report to council 2019/20 - July 1, 2019 - June 30,
2020**

FACULTY-LEVEL PETITIONS BY TYPE 2019- 2020						
Petition Type	Reason	DEN IED	GRA NTED	PARTIALLY GRANTED	Grand Total	
Course Add	Enrol In Course(s) After The Faculty Deadline	6	2		8	
Course Drop	Drop Course(s) After Faculty Deadline	57	81	15	153	
Credit						
Departmental/Programme Waiver	Advanced Standing: Course Substitute					
	Advanced Standing: Course Waiver					
	Advanced Standing: Course Transfer					
	Course Substitution for Major or Minor Req. (s)					
	Other					
	Waiver Of Degree Credit Exclusion Legislation					
	Waiver with replacement					
	Take courses out of sequence - Schulich					
	Promotion without satisfying year requirements - Schulich					
	Reduced course load - Schulich					
Exemptions	Degree Exemption(s)					
Extension	Deferred Standing, extension of deferred standing	188	12	1	201	
	Course extension					
	Program extension					
Grade Reappraisal	Grade Reappraisal					
Leave	Leave of Absence					
	LOA Medical/compassionate					
	LOA No course available					
	Maternity leave					

Letter of Permission	Credit For Course(s) Taken Elsewhere Without LOP				
Other	Other				
Overload	Course Overload	35	2		37
Readmission					
Repeat	Repeat Failed Course	1			1
	Repeat Passed Course				
Status	Change degree stream				
	Change to full-time				
	Change to part-time				
	Reinstatement				
	Withdrawal (con't w/o interrupt)				
	Study at a location other than York				
Stop-out	Education only				
Strike-related	FGS only				
Waiver	Graduate Without Min. Req'd G.P.A.				
	Request For Waiver Of Req. Withdrawal	11	13		24
	Request For Waiver Of Req. Debarment	2	2		4
	Upgrade G.P.A. In Attempt To Graduate				
	Waiver Of Degree Credit Exclusion Legislation	1			1
	Waiver Of General Education Requirement		1		1
	Waiver Of Honours Standing Regulations				
	Waiver Of In-Faculty Requirement				
	Waiver Of Major Requirement(s)	1			1
	Waiver Of Upper Level Course Requirements		1		1
	Other	27	54	66	147
Total		311	136	31	478

2019-20 Annual Report to F.Sc. Council- Research and Awards Committee

Committee composition: R. Cheung (Undergraduate Student Representative), H. Zhu, C. David, R. W. M. Kwong, S. Morin (Chair) and G. Audette (AD Faculty ex officio)

Mandate:

It is the mandate of the Committee to make recommendations and provide advice to Council on policy matters related to research. In addition, the Committee's functions and responsibilities include activities such as:

- To adjudicate the following faculty competitions/programs:
 - Junior Faculty Fund
 - Minor Research Grant
 - Specific Research Grants (leave and non-leave)
- To adjudicate NSERC's Undergraduate Student Research Awards
- To provide advice to the Dean and individual departments on faculty research-related awards, particularly prestigious awards.
- To inform all units of their responsibilities to comply with the Senate's ethics-related policies
- To liaise with the Science Librarians on matters related to Library collections and services

During the past year, the committee reviewed the applications for the 2019 and 2020 **Carswell scholarship** competitions in August 2019 and June 2020, respectively. One applicant was recommended for the award in 2019 and two in 2020 as instructed by the Dean's office.

In September 2019, the committee ranked and recommended to the F.Sc. Dean candidates for the **2020 YRC competition** by evaluating files submitted to the Dean's office. The files recommended were that of Deborah Harris - YRC tier 1 and Sandra Rehan - YRC tier 2 nominations.

In December 2019, the committee evaluated the **F.Sc. Early Career Research Award, F.Sc. Graduate Mentorship Award and F. Sc. Established Career Research Award** for 2020. The recipients of these awards can be found on the [Faculty of Science web-site](#).

The list of awardee's for this year are:

Carol Bucking - F.Sc. Early Career Research Award,

Kathi Hudak - F.Sc. Graduate Mentorship Award

Thomas Baumgartner - F.Sc. Established Career Research Award

The committee also reviewed the four applications that were submitted to the one time **Richard Adair Fund**. As part of the process the committee established clear evaluation criteria. A detail report was prepared for the Dean's office detailing the comments made on each applications. These activities took place in June 2020.



Prof. Sylvie Morin on behalf of the Research and Awards Committee

June 24, 2020



FSC SENATE REVIEW COMMITTEE (T&P) ANNUAL REPORT

2019-200 academic year

1. In the 2019-2020 academic year, the FSc Senate Review Committee (SRC) reviewed twelve files.

- Seven files for tenure and promotion to Associate Professor
- Five files for promotion to Full Professor, also included
- Three files for Advancement to Candidacy 1

2. One file referred back to the Adjudicating Committee

File #1 Application for tenure and promotion to Associate Professor

The SRC noted that this was a very strong file. However, the SRC returned the file back because the FPC report was entirely inadequate in that it did not effectively document the process taken by FPC, thereby frustrating the SRC's attempt to evaluate that process. The FPC later addressed the concerns and the revised file subsequently approved by the SRC on June 30.

3. Brief comment on the Review Committee's Correspondence with Adjudicating Committees and File Preparation Committees

Most of the concerns by the SRC this past year had to do mostly with the entirely inadequate FPC reports that did not describe the document compilation process fully. For example, the order of and ratio of candidate chosen versus committee chosen referees was not specified and no details provided on the student selection process. There was lack of attention to detail regarding the assembling of the documents, for example, unsigned student comments, some course evaluations were not well organized or use friendly. In other instances, there was confusion when external reviewers were asked to use Associate Professor ranking categories along with excerpts from both unit and Senate guidelines for promotion to Full Professor. Instead, it should have been only the University Tenure and Promotion Policy, Criteria and Procedures as it regards to promotion to full professor, as chosen by the candidate. Consequently, the SRC was unable to effectively determine if files adhered to the approved T&P guidelines.

In an effort to avoid these potential pitfalls in the future, the Office of the Dean sent out a memo to all Chairs of Departments, FPC and AC chairs highlighting some of these challenges.

Despite the COVID19, challenges and having had to migrate to working from home in mid-March; Our Faculty was able to process and submit most files to the President's Office within the regulatory time except for the three files that were forwarded by July 6, 2020.

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Memorandum

To: Chairs of Departments
Chairs of T&P Adjudicating Committees
Chairs of T&P File Preparation Committees

From: Jennifer Steeves, Associate Dean, Research and Graduate Education
Gerald Audette, Associate Dean, Faculty Affairs

Date: August 19, 2020

Subject: T&P Files

By now you should already be working on the T&P files for next year. Let us take this opportunity to convey some feedback from the Senate Review Committee (SRC), which is meant to improve the T&P process moving forward.

Please refer early and often to the T&P toolkit supplied by the Senate Tenure and Promotions committee. It can be found at:

<http://secretariat.info.yorku.ca/senate/tenure-and-promotions-committee/tp-toolkit/>

It contains all the information you should need including timelines, FAQs, and tip sheets.

In addition to this information, the SRC would like to remind everyone that; In reviewing recommendations from the Adjudicating Committee, the SRC's role is to evaluate the recommendation of the Adjudicating Committee to ensure that the procedures set out herein have been followed and that the criteria used in the evaluation of the file have been applied fairly and in accordance with University standards (from the Senate Tenure and promotions policy).

Below are some specific concerns that were expressed by the SRC this past year,

- Some FPC reports describing the document compilation process were entirely inadequate and did not describe the process fully. Some FPC letters had their components spread throughout the file rather than in one single letter, making it difficult to follow and verify that processes were indeed followed.



- The order of and ratio of candidate chosen versus committee chosen referees was not specified.
- No details were provided on how the student referees were selected
- External reviewers were misdirected with respect to the standards to be used in the letter sent to them by the committee. Specifically, several external reviewers were asked to use Associate Professor ranking categories along with excerpts from both unit and Senate guidelines for promotion to Full Professor. Instead, it should have been only the University Tenure and Promotion Policy, Criteria and Procedures as it regards to promotion to full professor, as chosen by the candidate.
- Unit guidelines by which the AC based their decision was not found in the file
- SRC advises that the AC's role is to judge evidence in the file and not to discredit referees evaluations who are deemed qualified experts in the field
- Some course evaluations were not well organized or user friendly
- Unsigned student evaluations were inappropriately included in the file
- Student feedback information contained unnecessary evaluations on textbooks and labs. These can be omitted.
- Letters were removed from the file because of conflict of interest, the removal date was not stated and no mention of whether or not the candidate was notified of this.

The SRC noted that most of these problems resulted from the lack of attention to detail by the FPC. Where there are shortcomings in the file preparation, the SRC has had difficulty in considering the file. The SRC highly recommends that the FPC and AC committees frequently consult the T&P toolkit early in the process in order to avoid these potential pitfalls.

We appreciate the work that goes into this process and thank you for your service to your colleagues and the Faculty and we wish you the very best this coming year.



Jennifer Steeves, Associate Dean, Research and Graduate Education



Gerald Audette, Associate Dean, Faculty

JS/GA/ss

cc: R. Wang, Dean, Faculty of Science