
Regrets: W. Booth, J. Wang

5.1 Minutes of the Meeting of December 8, 2009 (not available)

5.2 Matters Arising
There were no matters arising.

Chair E. Hamm invited Norma Sue Fisher-Stitt to open with her presentation

5.3 Atkinson Centre for Mature & Part-time Students (ACMAPS) – Presentation
--- Norma Sue Fisher-Stitt, AVP, Academic Learning Initiatives

N. Fisher-Stitt
ACMAPS is located at 111 Central Square and the office is open extended hours until 7:00pm on Mondays and Wednesdays, and alternate Saturdays from 9:00am to 12:00pm to accommodate mature and part-time students taking evening and weekend classes.

The Mandate for ACMAPS focuses on Access, Advocacy, Support, and Research.
- Access and Advocacy to assist mature and part-time students in their entry into the university, and course enrolment time-tables and conflicts.
- Support with study skills, time and financial management.
- Research project with the University of Guelph and their Centre for Families Work and Well-Being to address the needs of adult students.

B. Poser
A brief presentation was given about workshops, orientations, volunteer mentoring programs, and advising support options that are offered to mature and part-time students with ACMAPS.

Open discussion posed to FSE about the flexibility of curriculum offerings and timetable scheduling to accommodate rising demographic of mature and part-time students.

5.4 Inquiries & Communications
None.

5.5 Dean’s Remarks
Dean W. Tholen
Introduced Kim Warner, the new Chief Development Officer for FSE, replacing Bruce Logan, now Chief Development Officer, Athletics. Thanks to Bruce for his dedicated service. He continues to be involved in some on-going projects, but Kim will lead all new initiatives, in particular the $20M fundraising campaign for the LSB. FSE and Faculty of Health are working intensively with the University and the York Foundation in support of this campaign. In particular, we are aiming at establishing a matching scheme for private-sector donations by the University.

FSE will be co-hosting a special event for the LSB on April 8, in collaboration with the Toronto Biotech Initiative, the York Biotech Corporation, VPR&I and the Faculty of Health. The goal is twofold: bring together York researchers in the life sciences with R&D from the private sector; network with stakeholders in support of the fundraising effort for the LSB.

There are great concerns about the construction delays for the LSB caused by delays in obtaining permits. He has alerted VP Brewer to these concerns which may jeopardize both, the financing scheme for the building and the target date for its academic use (Fall of 2011). On the positive side: we have made sure that current funding levels will secure completion of the 2nd and 3rd floors, barring any extreme changes in the construction market which may affect pricing.
The biggest recent news, of course, is the release of the first draft of the Provostial White Paper (PWP) to the University Community. Since this document sets the strategic direction for the University, which includes “expanding the scope of the University’s teaching and research activities in the areas of medicine, health, engineering, applied science, business-related and professional programs”, the PWP is of particular importance to the future development of FSE. There will be broad consultation with the University community: Senate will have a general discussion at its February meeting; there will be open fora on March 4 and 9; the document will then be presented to Senate APPRC, before it makes it to the floor of Senate for final approval, likely at its April meeting. He very strongly urged everybody to actively participate in the process.

While the PWP sets the University’s strategic direction for York over the next decade, it is the University’s Academic Plan which specifies the actions to be taken towards reaching the strategic goals over the next five years. It has been announced that Deans will be asked to present updated Faculty Plans to APPRC in May. FSE has a relatively new Faculty Plan, but it is not fully aligned with the PWP’s strategic goals. While he believes that the next FSE Dean should lead the drafting of the new Faculty Plan, the timelines set by the University are such that we must initiate planning at the unit level now. He has therefore asked the FSE Departments and the NATS Division for updated unit plans that take into account the PWP goals, focusing on:

- research intensification
- undergraduate and graduate program development
- the first-year student experience
- provision of internship opportunities
- development of web-based course components
- internationalization and recruitment of international undergraduate students
- hiring priorities
- space and infrastructure needs.

Although not all of these items may be relevant to them, this request is also being sent to the Master of Bethune College, in order to ensure that the College’s academic plans will be well integrated in the Faculty Plan, and to the Associate Dean Engineering (as head of the School of Engineering), in order to make sure that the FSE Plan addresses the development of Engineering at York in sufficient detail. The Engineering input may be part of the CSE and ESSE unit plans, or may take the form of a separate document. He would expect that intensive consultation will take place between all stakeholders. Similarly, with respect to the Bethune planning input on issues such as improvement of math skills for in-coming students, he expects that there will be close coordination of the plans with the departments most involved and affected. Furthermore, the plan presented by the Division of Natural Sciences will be fully integrated with the STS plan.

He also suggested that students (undergraduate and graduate) in units be consulted as part of this planning process, especially on issues that may be of immediate concern to them.

As part of this planning effort, which will by necessity involve a careful examination of available resources, he requested that each department and the NATS Division prepare a new Teaching Load Document, for approval by the Dean and subsequent submission to JCOAA. The deadline for submission of both documents to the Dean’s Office is March 31, 2010.

- FSE and VPR&I will be marking the change in CRESS directorship with a special event, scheduled for March 9 (directly following the March Council Meeting).

- A Technical Shops Working Group has been established, led by John Amanatides, with a mandate to consult all FSE operations in this area and make recommendations for possible improvements in the operation and its administration.

Dean Tholen also noted that the FSE has exceeded target enrollments for November and February. Applications for 2010/11 are up compared to 2008, particularly in Biology, Computer Science, and Mathematics.

M. Organ questioned whether growth would just be in engineering or in science too. Dean Tholen said that there were few specifics in the White Paper. W. Whiteley questioned the implications on workload of such items as on-line course development, wondering if this had been discussed with JCOAA. Dean Tholen said that there was a difference between planning and implementation. He did not know if this was likely to have been discussed.

5.6 Associate Deans and Bethune Master Remarks

P. Cribb
The SPARK Summer Research Award website is live and students have started registering.
S. Pagiatakis
Noted that the report from the Canadian Engineering Accreditation Board about reaccrediting York’s Engineering program should be available soon.

M. De Robertis
The Junior Faculty Fund and Minor Research Grant applications are being adjudicated and the results will be announced next week (Reading/Co-curricular Week).

The Faculty of Science and Engineering is responsible for facilitating the USRA competition at York University. All faculty members holding an NSERC award are eligible to supervise a student holding a USRA. Units external to FSE have submitted their ranked applications to the Dean’s Office, and most units internal to FSE have already done the same. Once we have the complete list of applicants, the Research and Awards Committee will adjudicate the process and results should be announced within two weeks thereafter.

Unit Computing Plans and submissions to the Academic Equipment Fund were due over a week ago in the Dean’s Office and there are still units whose submissions we have yet to see. The Faculty Plan and AEF submission must be submitted by February 19 to the VP Academic and Provost. It will be a challenge to meet this deadline.

Clarification of the recently repromulgated memo dated January 13, 2009 from the AVP’s Research and Innovation in which it was announced that York would retain 10% of unspent balances one year after a researcher’s NSERC cost centre ended. In fact, this applies only to grants that run out and are not renewed; for example, in the case a researcher retires.

W. Whiteley voiced his concerns about the re-promulgated memo being brought to the attention of JCOAA. M. De Robertis stated he would present his concern to Associate VP of Research K.W.M. Siu.

J. Amanatides
Last year all new physical science and engineering students wrote a math background assessment test and if they didn't do very well they were offered a free math background tutorial in August, just before classes started. This coming year all FSE new students will be asked to write the test and potentially offered the free tutorial. Bethune College is hosting the test and background tutorials. You can check out the math quiz at [http://www.yorku.ca/bethune/math/](http://www.yorku.ca/bethune/math/)

Bethune College, in conjunction with Residence Life, will be starting a new initiative: a living/learning community within the Bethune residence called "Life Sciences House". We will encourage all Life Sciences residence students to be a part of it. It will include block-enrollments to create cohorts, and Supplemental Instruction peer-leaders will form study groups for the high-risk core courses, including Biology, Chemistry, and Math.

Bethune College is searching for a new Academic Advisor. Faculty members with a strong interest in students are encouraged to apply.

5.7 Reports from Science Representatives on Senate Committees
No Remarks.

5.8 Reports of Committee’s

Science Curriculum Committee
Moved (I. Coe), seconded (A. Shorser) that the following new BIOL 1000/1001 courses be approved. Vote: Carried.

Moved (M. Baljko), seconded (J. Amanatides) that the following new COSC 4491 course be approved. Vote: Carried.

Moved (J. Amanatides), seconded (S. Jerzak) that the following Course changes for BPHS 2090, BIOL 1010/4141, GEOG 2130, and STS 3550 be approved. Vote: Carried.

Moved (A. Asif), seconded (J. Amanatides) that the following Program changes for CSE 1001 be approved. Vote: Carried.

Moved (I. Coe), seconded (P. Lakin-Thomas) that the following Program changes for Biology be approved. Vote: Carried.

Moved (M. Baljko), seconded (A. Asif) that the following Program changes for Digital Media be approved. Vote: Carried.
5.9 Buy-outs (Discussion)
N. Madras voiced his concerns about buying out teaching equating to buying out of service, the inconsistencies with different types of buy-out requests, and the frequency of buy-outs either for internal or external research initiatives. N. Madras stated that he would prefer for buy-outs of teaching to not equate to buying out of service and that Faculty members requesting a reduction in service could arrange/participate in additional service in another term.

W. Whiteley voiced his concerns about reductions in teachings for a faculty member participating in the special research semesters at the Fields Institute equating to a buy-out scenario.

E. Hamm requested to comment on the buy-out discussion and appointed D. Hastie to stand-in as Vice-Chair. E. Hamm stated that the policy on buy-outs is not intentionally negative.

Dean W. Tholen addressed the buy-out concerns by first clarifying that the policy on buy-outs only pertains to York Faculty members with external institutions and/or agencies, and does not pertain to any internal Inter-Faculty exchanges. He stated that many things need to be taken into consideration by the Dean when reviewing a buy-out request to decide whether the request is crucial to further the research program of the Faculty member(s), the extent and implications of the buy-out, and what agency is supporting the research of the Faculty member(s). He noted that there isn’t a consistent procedure applied to buy-out requests, which is why the document primarily uses etcetera phrases. The document references procedures and recommendations that were normally followed, however the practices by the Faculty are not uniform and therefore it is difficult to advise Faculty on specific guidelines to facilitate a buy-out request. He briefly discussed some financial concerns with buy-out procedures in regards to the 3.5% budget cut, CUPE replacement contracts, and part-time faculty at York University.

5.10 Other Business
There was none.
Moved (P. Cribb), seconded (M. De Robertis). Meeting adjourned: 4:35 PM