

April 30, 1974

Twenty-second meeting

Minutes of the twenty-second meeting of the Executive Committee of Faculty Council held on Tuesday, April 30, 1974, at 9:30 a.m., in the Faculty Conference Room, 250 Allen Building.

Members Present: Dean P.K. Isaac, Chairman; Deans I. Cooke and N.E.R. Campbell; Professors B.K. Kale, K.W. Stewart, D.N. Burton, B.R. Henry, G.O. Losey, B. Macpherson; Mr. G. Steindel; G. Richardson, Secretary.

Regrets: Professor C.D. Anderson.

I. This being a continuation of the Friday, April 26th meeting, the minutes of that meeting were not adopted at this time.

II. Departmental Councils

The chairman explained that the Science Advisory Committee (50/50 Committee) had met and discussed departmental councils.

The committee recognized several reasons whereby departmental councils might be desirable, however, they decided to limit their discussion and comments to only one aspect, that of student input. It was the general feeling that there now existed in Science many ways that student input could be made, e.g. directly to the Department Head, to the Dean, through the Science Advisory Committee, or the Student Council to the Dean, and that the establishing of departmental councils for this purpose did not seem necessary. The committee agreed that the best avenue open to students now was through the Science Advisory Committee. The committee could see several problems arising with students on departmental councils, the more obvious being student election and student representation. The committee suggested that if it were decided that departmental councils would be established then they should be as informal as possible in this matter.

The chairman noted that several departments already have students attending their departmental meetings. Dr. Stewart made the point that student representation at the departmental level would be more appropriate for senior students whereas undergraduate students would likely be more interested in faculty involved matters.

With the feelings of Science Advisory Committee known the Executive Committee decided to consider the draft motion prepared for this meeting. Having read through it, Dr. Losey suggested that the first sentence be changed to read "Since Senate has delegated the Faculty Council the power to establish...", thus removing the words "but need not", which he felt could be misinterpreted by Senate. Dr. Stewart indicated that the last portion of the second paragraph, i.e. "in accordance ... 1972", should be deleted, because if departments chose option #2 they would be hindered by the statement, whereas those choosing #1 would obviously adhere to Senate principles.

The use of the word "mechanism" in line 1 of the second paragraph, was discussed and it was suggested that the word "parity" be put before it, but subsequent discussion pointed out that this might contravene Senate's intention. It was agreed, however, that student participation should be mentioned here and the phrase "e.g. parity committee as recommended by Science Advisory Committee" was added after the word "mechanism".

To further follow Senate intentions, it was decided to add " it is not desirable to attempt to impose a completely uniform structure on all departments" after the words "and since", in the third line of the second paragraph.

After the members agreed to these modifications to the original draft motion, it was moved by Dr. Losey (Burton) that:

"the motion be adopted."

Carried

The final wording of the motion read:

"Since Senate has delegated to Faculty Council the authority to establish and constitute Departmental Councils in accordance with guidelines set forth by Senate and since it is not desirable to attempt to impose a completely uniform structure on all departments, this Faculty allow its constituent departments the options of:

- 1) Formalizing a departmental council along Senate guidelines by submitting by-laws to Faculty Council for approval, or
- 2) Continuing with their present organization without

formalization by Faculty Council.

In any event, departments are encouraged to provide a mechanism, e.g., parity committee as recommended by Science Advisory Committee, for student participation in the deliberations of the department where appropriate."

III. Committee on Examinations

It was moved by Dr. Cooke that the report as modified at the end of the last meeting be adopted.

There was a short discussion on recommendation #4 (now #3 with #2 removed), as to its inappropriateness for small senior classes. The committee's feeling, however, was that the main purpose with regard to this recommendation was that students be fully aware of how they were going to be examined.

The vote was taken on the motion for adoption and was ... Carried.

Dean Cooke expressed his concern regarding the inadequacy of medical certificates used for student deferrals. Especially lacking in information were those used by the University Student Health Services. The main problem with these was that they did not indicate the period during which a student was under care. It was this information only that a committee could challenge in determining the granting of a deferral; the committee could not challenge the doctor's statement. Dean Cooke explained that on several occasions he had tried to have the certificate modified but he had been unable to do so. He therefore moved (Campbell) that the following be added to the report as special recommendation #4:

"(4) A candidate who is unable to write a final examination because of illness or other disability or affliction, must file an application with his Dean or Director for a deferred examination. The application must be filed within seven days of the last examination the candidate is scheduled to write and must be accompanied or followed shortly, by a medical certificate or an otherwise appropriate document. Such a certificate must state specifically that the incapacity existed at a time corresponding to the time at which the examination took place and where possible, it should indicate the period of

disability. A deferred examination is not normally granted to a student who has written the final examination."

Carried

IV. Other Business

The chairman explained that the recent report put out by Senate regarding the University start of classes, has caused considerable concern amongst those departments which operate field schools or field trips just prior to the start of classes in the fall. Because of this Senate had agreed to withhold the report in order that Science could prepare a more detailed response to the proposal.

In reply to the chairman's request on how to proceed the committee proposed that the pertinent material be sent to all faculty council members and that this problem be discussed at the upcoming Faculty Council meeting.

There being no further business the meeting adjourned at 12:08 p.m.

GR

May 28/74