

**SCIENCE FACULTY COUNCIL
MINUTES**

Friday, September 11, 2020 - Virtual

Chair: Lucy Lee, Dean

Present: Ian Affleck, Carolyn Atkins, Nathan Bialas, Margret Bollerup, Linus Chiang, Jeff Chizma, Karen Cooper, Robin Endelman, Grant Fritzke, Kseniya Garaschuk, Golfam Ghafourifar, Longlong Huang, Jonathan Hughes, Ruwan Karunanayaka, Anna Kuczynska, Carlos Leon, Hongfei Li, Olav Lian, Cindy Loten, Pedro Montoya-Pelaez, Seamus Murphy, Janice Nagtegaal, Stefani Pizzirani, Vanessa Radzinski, Afia Raja, Alan Reid, Greg Schlitt, Greg Schmaltz, Shaun Sun, Norm Taylor, Jason Thomas, Jane Webb, Frank Zhang

Regrets: Sandra Gillespie, Lenore Newman

Recorder: Caroline Majeau

1. WELCOME

2. AGENDA and MINUTES

2.1. Adoption of Agenda

MOTION:

THAT the Science Faculty Council adopt the agenda as presented.

Alan R. / 2nd Nathan B.; all in favour; adopted.

2.2. Approval of the Minutes - May 29, 2020

MOTION:

THAT the Science Faculty Council approve the minutes from May 29, 2020 as presented.

Jonathan H. / 2nd Alan R.; all in favour; approved.

3. DISCUSSION / DECISIONS - N/A

4. FSCC (Curriculum Committee) - Ian Affleck

For Decision:

4.1. Revision to FSCC Terms of Reference

Ian spoke to the changes requested to the Terms of Reference for FSCC. The major change was to consolidate the SLUEC representation to a single representative. With this update, meeting quorum will then change to 5 members. There were also minor wording updates for clarity.

MOTION:

THAT the Science Faculty Council approve the requested updates to the Faculty of Science Curriculum Committee Terms of Reference as presented.

Ian A. / 2nd Karen C.; all in favour; approved.

Ian A. provided the rationale for the revisions to STAT 271, STAT 315, and STAT 343 as presented. Discussion followed.

4.2. Revision to STAT 271 Introduction to Data Analysis and Statistical Modeling - 6-year review

Revisions include shortened calendar description and title, the learning outcomes have been reworded for clarity, total hours updated from 45 to 50.

4.3. Revision to STAT 315 Applied Regression Analysis - 6-year review

Revisions include shortened calendar description, removal of promise of a group project, removal of STAT 104 and STAT 106 prerequisites, learning outcomes have been reworded for clarity; total hours increased from 45 to 50; and the text list has been updated.

4.4. Revision to MATH 343 Applied Discrete Mathematics - 6-year review

No substantial changes to the course. Shorter calendar description, contact hours decreased from 60 to 50, learning outcomes rephrased to provide more specific information about topics covered, typical instruction, evaluation and weighting methods modified to remove unnecessary restrictions.

OMNIBUS MOTION:

THAT the Science Faculty Council approve the revisions to STAT 271, STAT 315 and STAT 343 as presented.

Ian A. / 2nd Robin E.; all in favour; approved.

5. FSCC (Curriculum Committee)

For Information:

5.1. Revision to MATH/STAT 270 Introduction to Probability and Statistics - 6-year review

Minor revisions including shortened calendar description, removal of note stating that STAT 104 and STAT 106 could not be taken for credit after STAT 270, the note providing guidance has been edited for clarity, learning outcomes have been reworded for clarity, and the list of textbooks has been updated.

5.2. Revision to STAT 272 Statistical Graphics and Languages

Minor revisions including the addition of two learning outcomes to mandate a group project, although it has always been understood. Calendar description updated to mention group project as well as adding it to the evaluation methods and weighting.

5.3. Revision to STAT 307 Data Visualization

Although always understood that a group project is expected, it has been included as a learning outcome. The calendar description has been updated to mention the group project and a note has been added to Typical Evaluation Methods and Weighting which mandates that the group project will count for at least 10% of the overall grade.

5.4. Revision to STAT 330 Design of Experiments

A learning outcome was added to ensure recognition of the communication skills that are necessary in the development of the report component.

5.5. Revision to STAT 430 Time Series and Forecasting

Completing a group project was removed from the learning outcomes since not all offerings of the course necessarily include a group project.

5.6. Revision to STAT 431 Data Mining

To ensure recognition of the communication skills necessary in the development of a group project it has been added as a learning outcome in addition to noting that the project will count for at least 10% of the overall grade in the course.

6. REPORTS

6.1. Dean's Report - Lucy Lee

- Lucy thanked all faculty and department heads for their efforts in preparing for the fall term due to the pandemic.
- Lucy advised that the fall term will be primarily virtual with only a few in-person classes.
- Students and faculty who will be on campus for more than just a quick pop in must fill out the proper forms and report to their respective department heads. This is not just mandated from UFV but has been legislated from Work Safe BC.
- The winter term has not been announced yet but will likely proceed virtually as well.
- The FSA collective agreement has been settled.
- UFV has hired a Manager of Health & Safety, Shane Veenstra. Shane is a UFV Biology Alumnus. Natallia Varankovich, UFV Biology Sessional Instructor and former UFV Biology Lab Tech, has been hired as a Consultant. She has a PhD in microbiology and has a lot of expertise in public health.
- Although the Dean's office continues to work remotely, the office itself has temporarily moved to K163 due to the building repair.
- Lucy provided updates from each of the departments. The lab technicians have been doing admirable work and going above their duties keeping the labs clean and safe.
- Lucy reminded faculty to use their professional development funds this year, if they haven't already, to purchase equipment to help working remotely more manageable.
- The Invocation Ceremony was held on September 8th to welcome students to UFV. There were over 300 participants who signed up.
- Lucy encouraged faculty to sign up for the new UFV Zoom accounts.
- She advised that there is funding available for students for computers - they should contact VP Students. There are loaners available, SLG is helping, the Wi-Fi on campus has been strengthened, and parking is free so students could use the Wi-Fi from their cars if needed. Although not many computer labs are open there are some. Lucy will follow up on the process of students booking lab space.
- Student identity was discussed. Students are still able to get their student id at the Student Union Building as signage is up for students to pick up their cards.
- Exams for the fall will be virtual. Face-to-face exams would have had to have been posted in the timetable.

There is a University Level Committee which is being chaired by Peter Geller looking at evaluation and testing in an online environment. Nathan B. is on the committee and they met for the first time on September 8. Discussion followed. Nathan confirmed that no proctoring software is available. Discussion continued regarding in-person exams.

- 6.2. **BSc Committee** - Greg Schlitt
Nothing to report.
- 6.3. **Advising** - Karen Cooper
There is an abundance of information regarding Orientation on the UFV website including the Smart Start Online Orientation <https://ufv.ca/current-students/new-students/orientation-events/smartstart-online-orientation/>. Advising is encouraging students to join a student group if they need assistance. Two additional sessions are being hosted by Advising for students in the BSc to ask questions. The meet and greets are September 17 and 24 @ 1:00 pm. Students can join in by going to the Advising Website.
- 6.4. **Senate** - Jonathan Hughes
Nothing to report.
- 6.5. **Library** - Hongfei Li
[See attached report.](#)
- 6.6. **Nominations and Elections Committee**
The call for nominations is now open for 2 student representatives, 1 staff member and 2 faculty sessional representatives on Science Faculty Council. Nomination forms can be found here: <https://ufv.ca/senate/college--faculty-councils/science/nominations-and-elections-committee/>. Questions can be directed to the Nominations and Elections Committee at NomElec.Sci@ufv.ca.
- 6.7. **Other Reports** - N/A

7. **INFORMATION ITEMS**

- 7.1. Our **Science Social-ly Distanced 2020** is now Science Welcome Week Oct 5-9. Each day a couple of our science student groups/associations will be featured. Stay tuned for more information.
- 7.2. The upcoming **Science Faculty Council meeting schedule** for 2020-2021 can be found here: <https://ufv.ca/senate/college--faculty-councils/science/> They will continue to be held virtually until further notice.

8. **ADJOURN**

Next Meeting: October 9, 2020 @ 1:00 PM [Virtual]

ACTION ITEMS – Lucy Lee

1. **Accessibility issues:** Has there been any information shared by the Centre for Accessibility for how students with disabilities are going to write their exams? Will the Accessibility Centre be vigilating those students or is the faculty member responsible for this?
2. What plans are in place for students who do not have access to a computer.
3. Procedure for students to book computer space on campus with minimal labs open.
4. Student identity: Are student required to get student cards?

Library Report

(August 2020)

Our busiest semester of the year is a few weeks away and I wanted to remind you about the library services available as well as reach out to offer help and support to you and your students. Even though the library facilities are currently closed, the following services are available:

1. **Course Resources Service** for faculty: Working from your course reading list and/or syllabus, we can provide you with copyright-compliant, [stable, persistent links](#) to digital resources available from the library's licensed [databases](#) and [journals](#), or from the open web. We'll even advise you on the use of print materials and media content, too.
2. **Select and Collect: Library Pickup Service**: Beginning in September, the Library will be offering **Select & Collect**, a curbside-like pickup service for our primary users (students and employees) and to UFV alumni. The service will be provided 4 days per week (Monday through Thursday, 12PM to 4PM, excluding holidays). Please note that initially this service will only be available at the Abbotsford Library.
3. Students can receive **reference assistance** using our [email or chat reference services](#). We are working on setting up a student reference appointment process using the Zoom Video Conferencing platform. This service should be available at the end of September or the beginning of October. This service will allow students to meet remotely with a UFV librarian to discuss their research assignments and information needs.
4. Our **Assignment Planners** are a great tool to help students organize their research papers, literature reviews, presentations, and more. They provide a proposed schedule, as well as guidance and links to brief, instructional materials to help them at every stage in the process, from understanding the assignment and topic selection through finding and using sources to the final draft.
5. **Interlibrary loan** requests for online journal articles are usually possible; however, print books will be unavailable to borrow.
6. **Library Instruction**: We have been working on developing online instructional resources (i.e., guides, tutorials, videos, and quizzes) to deliver library instruction.
 - Our research guides (aka *Libguides*) organize information by type, theme or sub-topic. Students learn about the range of resources available, as well as effective ways to search the different types of sources. We can tailor guides to particular course assignments, as well as more general subject areas. Libguides are excellent tools for students and they can be embedded easily into your Blackboard shell; please get in contact with your departmental liaison for instructions on how to do that.
 - In our [tutorials](#), students work through instructional videos and text followed up by short quizzes to reinforce the concepts being taught. Some useful introductory tutorials:

- [Introductory instructional video to the UFV library's website](#): this video was developed for students new to UFV and highlights our electronic resources. This video can be easily embedded in your Blackboard shell; please get in contact with us for instructions on how to do that.
 - [Online Library Assignment](#): A 30-minute tutorial and quiz on the basics of researching in our library. The tutorial is designed as a series of tasks and questions and takes about 30 minutes to complete.
 - Video tutorials covering academic integrity and research tips and tricks are listed in the [UFV Student Library Orientation Libguide](#). All of these videos can be embedded in your Blackboard shell.
 - And, of course, you can still request **customized instruction from a librarian**. Like you, we're learning about and experimenting with different technologies and different methods, including both synchronous and asynchronous options. Use our [Library instruction request form](#) to make a request and start the conversation. We recommend you contact us early – the earlier we know, the more time we have to settle on a plan and develop resources.
7. **Final thoughts**: During the pandemic, we've all had to scramble to adapt to our changing learning environment; there is so much to learn and prepare for. Please let us help you and your students with teaching and research support using the library's collections and services. We're just an email away.
8. **Questions?** Contact Science liaison librarian, Hongfei Li at Hongfei.li@ufv.ca. we look forward to hearing from you.