

SCIENCE FACULTY COUNCIL MINUTES

Friday, September 9, 2022 - D123

Chair:	Lucy Lee, Dean
Present (in person):	Ian Affleck, Carolyn Atkins, Rafiqul Chowdhury, Karen Cooper, Robin Endelman, Lauren Erland, Grant Fritzke, Sandra Gillespie, Longlong Huang, Alida Janmaat, Anna Kuczynska, Hongfei Li, Olav Lian, Lin Long, Stan Manu, Mariano Mapili, Steve Marsh, Pedro Montoya-Pelaez, Stefania Pizzirani, Renee Prasad, Vanessa Radzimski, Afia Raja, Alan Reid, Fabiola Rojas, Greg Schmaltz, Ben Vanderlei, Jane Webb, Frank Zhang
Present (Virtual):	Nathan Bialas, Jesper Johansen, Ruwan Karunanayaka, Justin Lee, Dina Navon, Tony Stea, Jason Thomas
Recorder:	Caroline Majeau

1. GUESTS and INTRODUCTIONS

- 1.1. **Jason Dallavalle**, Manager, Environmental Health & Safety was invited to attend. Although new to UFV, he brings with him 15 years of experience in health and safety. He encouraged faculty to reach out to him directly if they have any questions or concerns.
- 1.2 Lucy introduced the newest faculty to science, Dr. Lauren Erland, Director of Berry Research; Dr. Dina Navon, Biology; Dr. Javad Hadian, Agriculture; Dr. Tadhg O’Leary, Agriculture; Dr. Jake Spooner, Chemistry; and Rafiqul Chowdhury, LTA in Math and Stats.

2. AGENDA and MINUTES

2.1. Adoption of Agenda

MOTION:

THAT the Science Faculty Council adopt the agenda as presented.
Alan R. / 2nd Vanessa R.; all in favour; adopted.

2.2. Approval of the Minutes - May 27, 2022

MOTION:

THAT the Science Faculty Council approve the minutes of May 27, 2022 as presented.
Afia R. / 2nd Alan R.; 2 abstentions; approved.

3. FSCC (Curriculum Committee) - Ben Vanderlei

For Decision:

- 3.1. Proposed revisions **AGRI 142**: Agribusiness Principles (6-year review)

- 3.2. Proposed revisions **AGRI 163**: Pest Biology and Identification (6-year review)

OMNIBUS MOTION:

THAT the Science Faculty Council approve the proposed revisions to AGRI 142 and AGRI 163 as presented.

Alan R. / 2nd Stefania P.; all in favour; approved.

- 3.3. Proposed revisions **AGRI 203**: Fundamentals of Pest Management (6-year review)

- 3.4. Proposed revisions **AGRI 248**: Enterprise Project II (*proposed to renumber to AGRI 348*)

It was recommended that the Learning Outcomes 5, 6, 7 for AGRI 248 be rephrased so that students can do these after completion of course.

OMNIBUS MOTION:

THAT the Science Faculty Council approve the proposed revisions to AGRI 203 and AGRI 248 including the suggested updates to Learning Outcomes 5, 6 and 7.

Vanessa R. / 2nd Mariano M.; all in favour; approved.

- 3.5. Proposed revisions **AGRI 306**: Field Techniques in Pest Management (6-year review)

- 3.6. Proposed revision **AGRI 323**: Fruit Crop Production: Science & Practice (6-year review)

A recommendation was made to include alternative readings (journal articles or video) under texts and resources.

AGRI 306 – the last learning outcome that could be rephrased to help students after the course.

OMNIBUS MOTION:

THAT the Science Faculty Council approve the proposed revisions to AGRI 306 and AGRI 323 as proposed including the wording update of Learning Outcome in AGRI 306.

Alan R. / 2nd Stan M.; all in favour; approved.

4. **FSCC (Curriculum Committee)**

For Information: N/A

5. **DISCUSSION**

5.1. **Strategic Enrolment Management (SEM) Plan**

Lucy provided updates on the SEM Plan. The feedback time has lapsed. Discussion followed. There were three factors that were identified that may sway students' choice to attend UFV (entrance scholarships, location, and in-demand courses). Discussion continued regarding the lack of travel service available for students. Further discussion concerning students being able to declare their major earlier in the program.

6. REPORTS

6.1. Dean's Report - Lucy Lee

- The search for the new FATS and FoS Dean continues. Lucy provided updates to administration faculty as well as senior administration. Awneet Sivia is the new Associate VP of Teaching & Learning; Kevin Jeske is the new Director of Labour Relations. The new FoS HR contact is now Mark Pearson. The new Research Director has been chosen but has not been formally announced yet.
- **Space planning:** the intake period for capital project proposals is September 1, 2022 to March 31, 2023. All space renovations to be made through the website: <https://www.ufv.ca/campusplanning/space-planning/>.
- **Equipment needs:** UFV has a centralized budget which will now need to be prioritized by department. More information to follow. Discussion followed regarding Blackboard issues. Lucy recommended that SFC invite IT to a future meeting. A question was raised regarding funding for the approved chemistry lab renovation. Lucy will follow up.
- UFV is hosting an Open House for high school students on Saturday, October 22. Department Heads and Directors will be looking for volunteers. More information to follow. This Open House will only be held at our Abbotsford Campus however there are plans to expand it to include Chilliwack in the future. <https://www.ufv.ca/openhouse/>
- Science is holding their annual Science Social on September 29 from 5-7 pm on the K-Building Patio. Everyone is invited to attend.
- The Research Release / Scholarly Activity (ROSA) applications are due October 31, 2022. More information: <https://www.ufv.ca/research/faculty/rosa-support/#SubmitROSAapplication>
- Congratulations to our latest grant recipients: Justin Lee (Biology) received an NSERC Discovery Grant; Afia Raja (SLUEC) received a couple of grants from the Union of BC municipalities (UBCM) as co-investigator for projects in Mission and in Chilliwack; and Cherie Enns (SLUEC) and her co-investigators received International Development Research Centre (IDRC) funding.
- Mariano Mapili and Ian Affleck are Co-Acting Directors for SLUEC while the Director J Hughes is on temporary leave.
- There are seven new Zoom Booths located across campus – 5 in Abbotsford and 2 in Chilliwack. They can be reserved through the library.

6.2. Advising - Karen Cooper

Stan Manu has begun his 2-year term as Faculty of Science Advisor. Karla Deschenes is the new half time Science/CIS Advisor. Karen offered to connect with the new faculty and provide an overview of the student services available.

6.3. BSc Committee - Stan Manu

Nothing to report.

6.4. Senate - Pedro Montoya-Pelaez | Nathan Bialas

Nothing to report.

6.5. Students - Student nominations currently in progress

6.6. Indigenization and EDI

- The next Science Curriculum Indigenization gathering is scheduled for Friday, September 16 at 11:30 am. More details to follow.
- Stefania joined a group led by Victoria Surtees from TLC regarding cultural development and response to pedagogy. Their next meeting will address bias in the classroom.

6.7. Other Reports

- **Faculty of Professional Studies** now houses the School of Computing and School of Business. The School of Computing has recently hired 3 new faculty members. Frank Z. shared that their enrollments have doubled.
- **Library** - Hongfei will be sending out an email regarding the changes in syndication. He also told faculty that there is a \$10K budget available for science. Faculty are to send their orders to him by November, otherwise, the funds will be relocated elsewhere.
- **Faculty of Applied and Technical Studies:** Lucy informed council that Derek Harnett from Physics, has resigned.

7. INFORMATION ITEMS

- 7.1.** HR Learning Series Workshops Fall 2022 ([See Attached](#))
- 7.2.** Following a three-week consultation, the Animal Care (51) Policy has been revised and approved. The policy can be viewed on the [Secretariat website](#).
- 7.3.** At the June 9 meeting, the Board of Governors approved the following policy, policy direction and bylaws revisions: Board bylaw BGB-110.05 (Conflict of Interest); Board policy direction BPD-220 (Risk Management); and Board policy BRP-225.03 (Board Policy on the Reappointment of the President). Board policies, policy directions, and bylaws can be found at <https://www.ufv.ca/board/>.
- 7.4.** At the June 10 meeting, Senate approved the revisions to the following policies: Transfer Credit (107) policy and procedures; Undergraduate Directed Studies, Special Topics & Independent Study Courses (207). Senate policies can be found at <https://www.ufv.ca/secretariat/policies/>
- 7.5.** Monthly reports to the Provost from the Faculty of Science can be found here: <https://ufv.ca/science/deans-office/monthly-department-highlights/>. If you have news to share, please email Caroline so it can be included on our next report.

8. ADJOURNED – 2:20 PM

ACTION ITEMS	
Caroline/Janice	Kevin Jeske to be invited to a future Department Heads' Meeting.
Caroline	Email information/website regarding space planning to SFC
Caroline	Send IT an invite to attend a future SFC meeting.
Lucy	Follow up on status of the previous Chemistry renovation funding.
Lucy	Connect with Advancement regarding lab tours for UFV's Open House October 22.
Lucy	Connect with David Johnston for clarification on the rules regarding face-to-face finals for online courses.

Fall 2022

Building Trust Across Cultures

Trusting relationships are at the foundation of inclusivity. In professional settings, the actions and experiences that establish trust can differ across individuals and cultures.

In this workshop, we will:

- discuss why taking time for trust building is vital in multicultural interactions and teams.
- define different orientations to trust-building and locate our own orientation.
- learn about the role of empathy and cultural humility in trust building.
- explore strategies for shifting our approach trust-building in work with colleagues and students.

This will be an interactive workshop – be prepared for reflection and application activities. If you have questions or specific scenarios you would like to discuss, please contact Victoria Surtees:

Victoria.surtees@ufv.ca

Eager to read ahead? Check out these two resources to start reflecting on what trust means to you in the context of communication across cultures.

- Ward, R. (2019). Building trust before truth: How non-indigenous Canadians become Allies. <https://animikii.com/news/building-trust-before-truth-how-non-indigenous-canadians-become-allies>
- Meyer, E. (2016). The head or the heart: Two types of trust and how they grow, *The culture map: Decoding how people think, lead, and get things done across cultures*. PublicAffairs.

Date & Location: Tuesday, October 4th, 2022

12:00 PM – 1:30 PM

Location: Abbotsford, A203B

Facilitator: Victoria Surtees, Teaching & Learning specialist, Internationalization

Register: <https://www.eventbrite.com/e/building-trust-across-cultures-tickets-384264253727>

Equity Diversity Inclusion 101

3-Part Series

Dates: October 6th, 13th, 20th

Time: 12:00 PM – 1:00 PM

Location: Room, A225

Facilitator: Sundeep Hans, Director, Equity, Diversity and Inclusion

Register: <https://www.eventbrite.com/e/equity-diversity-inclusion-101-3-part-series-tickets-384266259727>

Building & Sustaining Workplace Mental Health and Performance Beyond the Great Re-set

Join Lori Schmidt, Debbie Pearmain, Victoria Grainger and Tyler Hoffman as they share workplace mental health predictions and practical tips, tools and solutions to create a sustainable plan to support employee mental health, wellbeing and organizational performance. Learn:

- Workplace mental health predictions for the echo pandemic
- How to align and evaluate employee mental health and workplace goals
- Practical tips, tricks and tools to sustainably support a culture of mental health and performance from experts in workplace mental health, employee engagement, productivity, benefits and workplace performance

Date & Location: Thursday, September 22nd, 2022
12:00 PM – 1:00 PM

Facilitator: Wellness Works

Register: <https://us02web.zoom.us/meeting/register/tZAldeyhrzwjE9JdNI9BapfvhtHnb9pgCch2>

Stress Busters I

When stressors overwhelm us, we need effective techniques to bring us back to equilibrium. This session explores all aspects of the stress response, focusing on practical tips and tools to bring us to optimal stress levels, thereby helping us to maximize our energy and performance

Date & Location: Monday, October 17th, 2022
12:00 PM – 1:00 PM
Zoom

Facilitator: Ronaye Coulson, Homewood Health

Register: <https://www.eventbrite.com/e/stress-busters-i-tickets-368655016077>

Building Working Relations

Every time we interact with someone, we have an opportunity to build or damage the relationship we have with them. Improving the quality of relationships in the workplace can enhance productivity and reduce conflict. This session invites participants to be aware of three key “tools” we can use to build relationships, reflect on how to use these tools effectively, and develop strategies to address relationship challenges

Date & Location: Monday, November 7th, 2022

1:00 PM – 2:00 PM

Zoom

Facilitator: Ronaye Coulson, Homewood Health

Register: <https://www.eventbrite.com/e/building-working-relations-tickets-368662839477>

Authentic Communication

Unfortunately, human nature is typically to avoid “speaking one’s truth” when it has the potential to spark open conflict. The inevitable result is misunderstanding, gossip, tension, anger, and in more extreme cases, a breakdown of the team. In contrast, environments that are open and honest yet caring are far more likely to create the conditions for individuals, teams, and organizations to thrive.

This workshop focuses on how to express oneself in an authentic way, while maintaining psychological safety for both parties, with a view to building trusting relationships.

Date & Location: Thursday, October 20th, 2022

9:00 AM – 1:00 PM

Abbotsford, B121

Facilitator: Kwela Leadership

Register: <https://www.eventbrite.com/e/authentic-communication-tickets-368664023017>

Mental Health at Work: Awareness

This workshop helps employees gain understanding and build comfort in talking about mental health and mental illnesses. Participants learn how to support co-workers who may be experiencing poor mental health. In the 2-hour workshop, participants gain more knowledge and explore practical ways to develop their mental resiliency

Date & Location: Wednesday, October 26th, 2022

10:00 AM – 12:00 PM

Abbotsford, A225

Facilitator: Lucette Wesley, Canadian Mental Health Association

Register: <https://www.eventbrite.com/e/mental-health-at-work-awareness-tickets-369202664107>

Ergonomics

This Webinar is as lively and interactive as you can be on Zoom! We provide participants with practical knowledge about how to set themselves up correctly in their own workspace and how to work safely. The focus is how to set up your desk, chair, monitor, keyboard, mouse, and other equipment correctly. We will also cover safe ergonomic behaviors, best practices, and highlight the importance of regular interrupt exercises to establish a habit of creating movement for Office workers. We will lead the group through a series of interrupt stretches they can perform throughout the course of their workday, without needing to stray too far from their desk

Date & Location: October 12th, 2022

12:00 PM – 1:00 PM

Zoom

Facilitator: MoveSafe

Register: <https://www.eventbrite.com/e/ergonomics-tickets-369203647047>

Working in Today's Multi-Generational Workforce

In this 90-minute workshop we discuss the 5 generations now in the workplace and how to effectively communicate with each generation.

Date & Location: September 28th, 2022

12:00 PM – 1:30 PM

Zoom

Facilitator: Geoff Frost & Assoc

Register: <https://www.eventbrite.com/e/working-in-todays-multi-generational-workforce-tickets-369204760377>

The Importance of Cognitive Diversity

Unlike demographic diversity, which focuses on achieving a combination of different characteristics in its workforce, such as gender and age, cognitive diversity focuses on having a variety of thinking styles and perspectives. During this 90 minute highly interactive inter-active workshop, we will explore our own social styles as they relate to cognitive diversity, including an exercise, break-out group, and video. An informal assessment of social styles will be made available ahead of time to each participant along with a description of social styles. Please come prepared for a lively discussion on this subject.

Date & Location: November 3rd, 2022

12:00 PM – 1:30 PM

Zoom

Facilitator: Geoff Frost & Assoc

Register: <https://www.eventbrite.com/e/the-importance-of-cognitive-diversity-tickets-369205683137>

Feedback and Coaching for Improved Performance

Maximizing employee performance depends on the effective utilization of leadership skills, and a targeted approach to individual employee development. This workshop provides guidance on how leaders can maximize their credibility and influence, deliver meaningful feedback, and work directly with their employees to maximize performance

Date & Location: Tuesday, October 25, 2022

10:00 AM – 12:00 PM

Abbotsford, A225

Facilitator: Tsitsi Chizengeni, and Zoe Strazza

Register: <https://www.eventbrite.com/e/feedback-and-coaching-for-improved-performance-tickets-369207378207>

Effective Communication

During this session, participants will learn about their own communication style and preferences, recognize barriers to effective communication, and develop an appreciation for the basic styles of communication. Participants have the opportunity to develop active listening skills and learn different communication models to improve everyday communications.

Date: Thursday, September 29, 2022
12:00 PM – 1:00 PM
Zoom

Facilitator: Glenda Johnston

Register: <https://www.eventbrite.com/e/effective-communication-tickets-384281655777>

Change Matters

Using the current changes taking place as a backdrop, participants will learn about the context and drivers of change, explore their natural response to change, as well as identify strategies to successfully navigate transition.

- Understand the context and drivers of change.
- Explore the Karrin Curve
- Understand change vs transition.
- Explore your natural response to change, building on your Insights Discovery awareness.
- Understand our preferences for change and the Colourful Responses to change
- Identify what you need to successfully navigate change.

Date: Thursday, October 27, 2022
12:00 PM – 1:00 PM
Zoom

Facilitator: Glenda Johnston

Register: <https://www.eventbrite.com/e/change-matters-tickets-384282197397>

Managing your Time

This session will provide participants with some useful tools to increase their productivity and strategic use of time. Everyone is busy however, not everyone is 'productivity' busy. Most of us know we need to organize our time more effectively. The challenge is to find a practical way to do that.

Time is our most valuable resource. We all have good and bad time management habits that need to be reinforced or modified. Small adjustments can lead to huge benefits.

Unfortunately, there are many time wasters and lower priority activities that pull us away from our primary activities.

- Five 'universal truths' about time management
- Seven deadly time wasters
- Four colourful views of time management
- Four important steps that can help prioritize
- Ways to deal with the ever-present 80/20 rule

Date: Thursday, November 24, 2022
12:00 PM – 1:00 Pm
Zoom

Facilitator: Glenda Johnston

Register: <https://www.eventbrite.com/e/managing-your-time-tickets-384282929587>

Social Media Basics

This two-hour workshop will provide an overview of the social media landscape and an in-depth look at Facebook, Instagram, Twitter and LinkedIn for both individuals and brands. Learn how to build a following, engage with your audience and, above all, why content is king. Learn about how social media fits into UFV's strategic marketing and communications goals and learn from a few brands that are winning the social media game.

Participants will have the opportunity to interact with each other during pop social media trivia as well as test what they have learned by creating social media content on the fly.

Date & Location: Wednesday, October 26, 2022
10:00 AM – 12:00 PM
Online

Facilitator: Breanna Willock

Register: <https://www.eventbrite.com/e/social-media-basics-tickets-381888578017>

Minute taking

This workshop provides introductory minute-taking skills in a digital environment. Participants will learn the steps in the minute-taking process including agenda, pre-meeting minutes, and minute template skills. The workshop will also focus on iCompass, an agenda and meeting management software.

Date & Location: Friday, October 21, 2022

10:00 AM – 11:30 AM

Online

Facilitator: Lisa McMartin

Register: <https://www.eventbrite.com/e/minute-taking-tickets-381909159577>

Advanced Excel

Learn advanced skills in Microsoft Excel through Blackboard Collaborate. Topics may include financial functions, table creating and manipulation, PivotTables and PivotCharts, custom formatting, and consolidating data.

Date & Location: Tuesday, October 18, 2022

12:00 PM – 1:30 PM

Online

Facilitator: Cristina Philips

Register: <https://www.eventbrite.com/e/advanced-excel-tickets-381913673077>

Transitioning to MS Office 365: Word, Excel, Outlook

UFV has transitioned to MS Office 365, providing employees with access to additional MS programs and services. While there aren't many major changes within the programs, this course will highlight differences and how to navigate this new system. We will discuss Excel, Word and Outlook.

Date & Location: Tuesday, November 1, 2022

12:00 PM – 1:30 PM

Online

Facilitator: Fariba Jafary

Register: <https://www.eventbrite.com/e/transitioning-to-ms-office-365-word-excel-outlook-tickets-381914325027>

Presentation Skills

This course will provide and demonstrate key strategies for preparing and delivering effective presentations.

Date & Location: Thursday, October 13, 2022

9:00 AM – 11:00 AM

Abbotsford, A203B

Facilitator: Monika Affleck

Register: <https://www.eventbrite.com/e/presentation-skills-tickets-381915438357>

MS One Note

Date & Location: Wednesday, November 9, 2022

12:00 PM – 1:30 PM

Online

Facilitator: Cristina Philips

Register: <https://www.eventbrite.com/e/onenote-tickets-381917514567>

Adobe Pro

Now that Adobe Acrobat Pro has been made available to UFV Employees, you may have some questions on what you can do with it. Join us for a workshop that will cover creating forms and editing pdfs. We will also go over certificate-based signatures, filling and signing forms and collecting signatures from others. Please contact the instructor at Courtney.boisvert@ufv.ca by October 4th if you have any specific topics you'd like to learn more about.

Date & Location: October 6, 2022
12:00 PM – 1:30 PM
Online

Facilitator Courtney Boisvert

Register: <https://www.eventbrite.com/e/adobe-pro-tickets-403773115257>

Safety Series

Stay tuned for information on workshops offered in the Fall focused on health & safety topics.

**Help us create a mentally healthy workplace with Not Myself Today
Training Program for Supervisors and Managers**



To support our institution in this commitment, second workshop series of *Not Myself Today*®, an initiative of the Canadian Mental Health Association, starts in September 2022. This program will be delivered in five workshops over the coming weeks and months, and I encourage you to explore the resources, tools and activities that will be offered in our workplaces, and that are available to each of you to explore online 24/7.

Register: <https://www.eventbrite.com/e/not-myself-today-tickets-400798447947>

Workshop 1 – Learning the Basics

First module will focus on creating a foundation for increased mental health awareness, improved understanding, and reduced stigma to foster a safe, supportive, and mentally healthy work environment.

Date: September 28, 2022

Time: 11 am – 12:30 pm

Location: TBC

Takeaways:

- Mental Health 101
- Language Do's and Dont's
- How to Tell if Someone is Struggling with Their Mental Health

Workshop 2 – Working with Emotions

Learn skills and knowledge to help identify, understand, and work with your own emotions, and those of others.

Date: October 12, 2022

Time: 11 am – 12:30 pm

Takeaways:

- Train Your Brain to Master Your Mood
- Tips to Improve Your Emotional Intelligence

Workshop 3 – Addressing Stress

Develop resilience by learning where stress comes from, what strategies can help manage it, and what tools and resources are available to support mental health and well-being.

Date: November 2, 2022

Time: 11 am – 12:30 pm

Takeaways:

- Identifying Job-related Stressors
- Tips to De-stress at Work
- Mindful Moments
- De-stress Tips for Teams
- Coping with Crisis and Change
- Managing Your Team Through Crisis and Change

Workshop 4 – Building Culture

Set conditions for a psychologically safe and supportive work environment by building knowledge and practical skills that empower employees.

Date: November 23, 2022

Time: 11 am – 12:30 pm

Takeaways:

- Your Role in Fostering a Positive Work Culture
- Supporting the Mental Health of Your Team for Managers
- Why Kindness Matters
- Quick and Easy Ways to Practice Gratitude Every Day
- Setting Conditions
- Building Psychological Health and Safety in a Remote Setting

Workshop 5 – Talking Openly

Foster an atmosphere of respect, inclusion, and psychological safety by giving employees at all levels the knowledge and tools to engage in open, productive dialogue.

Date: December 7, 2022

Time: 11 am – 12:30 pm

Takeaways:

- Navigating Disclosure
- Responding to Mental Health Concerns for Managers