

**FACULTY OF SCIENCE
ACADEMIC COMMITTEE**

Minutes of the meeting held on February 27, 2007, at 3:00 p.m. in Arts Council Room, Arts 160.

PRESENT: Dean Grant (Chair), Associate Dean Hendren (Vice-Chair), Associate Dean Leighton; Professors Baines, Bennett, Chmura, Drury, Kemme, Levine, Martin, Moore, Ricciardi, Ronis, Wechsler, Yau; N. Budd, A. Coutinho, C. Haakonsen, S. Ng; M. Retrouvey; J. D'Amico.

REGRETS: Professors Baker and Silvius; Associate Dean Niven; L. Houle; M. Osborn and L. Crawford.

DOCUMENTS: **AC-06-17** **AC-06-71** to **AC-06-90**

Dean Grant called the meeting to order at 3:00 p.m.

(1) ADOPTION OF AGENDA

- General Interest Courses (Document #AC-06-89) and Freshman Advising Information (Document # AC-06-90) to be considered under Other Business.

Mr. Haakonsen **moved**, seconded by Prof. Moore, that the amended Agenda be approved.

The motion carried.

(2) MINUTES OF JANUARY 30, 2007 **AC-06-71**

Prof. Wechsler **moved**, seconded by Prof. Yau, that the Minutes be approved.

The motion carried.

(3) BUSINESS ARISING FROM THE MINUTES

There was no business arising from the Minutes.

(4) REPORT ON MINOR COURSE CHANGES **AC-06-72
(for information)**

Prof. Drury briefly explained the various changes in Mathematics & Statistics graduate courses listed in the table in Document #MCC-06-33.

(5) MATHEMATICS & STATISTICS

MATH 317	Numerical Analysis	AC-06-73
	Change in prerequisites	
	3 credits	

Prof. Drury **moved**, seconded by Prof. Kemme, that the changes be approved.

The motion carried.

MATH 387	Honours Numerical Analysis Change in prerequisites 3 credits	AC-06-74
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There was some discussion concerning whether COMP 250 should be retained as an alternate prerequisite.

Prof. Drury **moved**, seconded by Prof. Kemme, that the changes be approved.

The motion carried.

MATH 640	Project 1 Change in credit weight from 6 to 8	AC-06-75
MATH 641	Project 2 Change in credit weight from 9 to 8	AC-06-76

Program Changes:

- M.Sc.; Mathematics and Statistics (Non-thesis)	AC-06-77
- M.Sc.; Mathematics and Statistics (Thesis)	AC-06-78

Prof. Drury **moved**, seconded by Prof. Moore, that the above course changes and program changes be approved.

The motion carried.

- Ph.D.; Mathematics and Statistics	AC-06-79
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Prof. Drury **moved**, seconded by Prof. Ronis, that the program change be approved.

The motion carried.**For Information:**

- M.A.; Mathematics and Statistics (Non-thesis)
- M.A.; Mathematics and Statistics (Thesis)

(6) CHEMISTRY

CHEM 223	Intro Phys Chem 1 Changes in prerequisites 2 credits	AC-06-80
CHEM 243	Intro Phys Chem 2 Changes in prerequisites 2 credits	AC-06-81
CHEM 345	Molec Props & Structure 1 Changes in prerequisites 3 credits	AC-06-83

Prof. Ronis **moved**, seconded by Prof. Levine, that the above changes be approved.

The motion carried.

CHEM 302	Intro Org Chem 3 Changes in prerequisites	AC-06-82
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3 credits

Prof. Ronis **moved**, seconded by Prof. Levine, that the changes be approved.

The motion carried.

- 606.1** Associate Dean Hendren said that any other units that wished to have a Freshman course as a prerequisite should make it explicit. The fact that the Freshman Program for the B.A. & Sc. had a reduced number of Science courses made it even more important to be explicit regarding prerequisites.

Program Changes:

- **M.Sc.; Chemistry (Thesis)**

AC-06-84

- **M.Sc.; Chemistry; Chemical Biology Option/Concentration (Thesis)**

AC-06-

86

- 606.2** There was a long discussion as to whether CHEM 688, Assessment, three credits, was an appropriate course for an M.Sc. Among the points raised were:

- That three credits seemed excessive for the course, especially compared to the one-credit Seminar courses, CHEM 650 and CHEM 651.
- That while an assessment course such as CHEM 688 was perfectly appropriate for a Ph.D., its purpose for an M.Sc. seemed unclear.
- That CHEM 688 was a means of formalizing and making uniform the monitoring and evaluation of students across the Department of Chemistry.
- That students were assessed via CHEM 688 after having spent a little more than a year in the M.Sc. program, i.e., at an appropriate time for monitoring and evaluation.
- That if a student performed poorly in CHEM 688, the student would automatically be given another chance at the assessment.
- That if a student did well in CHEM 688, the student's performance would provide a standard mechanism for promotion to a Ph.D. program.

Prof. Ronis **moved**, seconded by Prof. Yau, that the above program changes be approved.

The motion carried.

- **Ph.D.; Chemistry**

AC-06-85

- **Ph.D.; Chemistry; Chemical Biology Option/Concentration**

AC-06-87

Prof. Ronis **moved**, seconded by Prof. Yau, that the above program changes be approved.

The motion carried.

(7) MOTION: ASSIGNMENT DUE DATE

AC-06-88 (Revised)

- 607.1** Mr. Budd said that he would like to slightly amend the motion in Document AC-06-88 (Revised) to read:

- 607.2** "Within the Faculty of Science, any assignment which is to be evaluated and which will be due in the last five days of lectures, **will be assigned two weeks before its due date.**"

Mr. Budd **moved**, seconded by Prof. Levine, that the above motion be adopted.

There was a long discussion on the ramifications of the motion. Some of the concerns raised were:

- Whether assignments due in the last five days of lectures should be actually assigned, or simply announced, two weeks before the due date.
- Whether students would become frustrated if given assignments dealing with material not yet covered in lectures.
- Whether the guideline should apply to only assignments worth more than a specified percentage of the final grade.
- That because students often asked for extensions, assignment due dates were commonly pushed back to the last day of classes.
- Whether assignments late in the term were actually necessary to ensure that students learned material given late in the term.
- The mechanisms for enforcing the guideline should it be passed.

607.3 Dean Grant suggested that rather than attempting to modify the motion "on the fly," it would be better for Mr. Budd and Associate Dean (Academic) Hendren to attempt to work out a reasonable balance for the motion.

The motion was tabled to a future meeting.

ITEM POSTPONED TO A FUTURE MEETING:

(8) MINI-THEME: THE DELIVERY & EVALUATION MECHANISMS OF UNDERGRADUATE SCIENCE COURSES, POINT #5, COURSE EVALUATIONS AC-06-17

- (i) Positive use of course evaluations to guide improvements
- (ii) Feedback on the success and problems of using Mercury
- (iii) Communicating with students – clear and organized lectures

Due to lack of time, the above item was postponed to a future Academic Committee meeting.

(9) OTHER BUSINESS

- General Interest Courses AC-06-89

609.1 Associate Dean Hendren said that it had become necessary to specify which courses could not be used to fulfil the requirements of the General Science Minor. Those courses defined as General Interest Courses could not be used to fulfil the requirements of the General Science Minor. Also, "396" courses were defined as electives, and therefore could not be used to fulfil any program requirements, including the requirements for the General Science Minor.

609.2 Associate Dean Hendren defined GIC as courses that were not required for any Science program. Except where extra restrictions existed, Science students could take GIC as electives.

609.3 Associate Dean Hendren said that with feedback from units, she had created a list of GIC, and that she now wanted to check this list with unit representatives. She read out the courses in Document AC-06-89 and asked members to correct these as necessary.

- Freshman Advising Information AC-06-89

609.4 Associate Dean Hendren said that with the revisions to the Science Freshman Program, she had asked each unit to submit a list of additional courses that freshman students would need to complete in order to study in that unit's discipline. If students wished to

leave several options open, they would have to ensure that their freshman program covered all courses listed for those units.

609.5

Associate Dean Hendren went over Document AC-06-90, listing required freshman courses for the various units, and asked members to make changes as necessary.

There being no other business, the meeting adjourned at 4:35 p.m.