

**FACULTY OF SCIENCE
Meeting of Faculty
Tuesday, April 5, 2005
Leacock Council Room - L232**

ATTENDANCE: As recorded in the Faculty Appendix Book.

DOCUMENTS: S-04-27A to S-04-30

Dean Shaver called the meeting to order at 3:03 p.m.

(1) **ADOPTION OF AGENDA**

Prof. Bennewitz **moved**, seconded by Prof. Sieber, that the Agenda be adopted.

The motion carried.

(2) **RESOLUTION ON THE DEATH OF PROFESSOR WILLIAM MARTIN, DEPARTMENT OF PHYSICS - Prof. Martin Grant**

Prof. Grant read a formal resolution on the death of Prof. Martin (Appendix A, attached to the permanent copy of the minutes).

The resolution was passed unanimously.

(3) **MINUTES OF FEBRUARY 8, 2005** S-04-28

Prof. Barrette **moved**, seconded by Prof. Bennewitz, that the Minutes be approved.

The motion carried.

(4) **BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the Minutes.

(5) **REPORTS OF COMMITTEES**

a) **Committee on Student Standing** S-04-29

Due to lack of business, there was no CSS report.

b) **Academic Committee** S-04-30

The Academic Committee approved the following on Tuesday, March 15, 2005:

SECTION A: NEW PROGRAMS

(1) **BIOINFORMATICS OPTION**

Computer Science

- Description of the Bioinformatics Option AC-04-20/21
- M.Sc.; Computer Science (Bioinformatics Option) AC-04-20 (Revised)
- Ph.D.; Computer Science (Bioinformatics Option) AC-04-21 (Revised)

Biology

- M.Sc.; Biology; Bioinformatics Option AC-04-77
- Ph.D.; Biology; Bioinformatics Option AC-04-78

Associated New Course:

Computer Science

COMP 616D1/D2 Bioinformatics Seminar **AC-04-22**
3 credits

Prof. Sieber **moved**, seconded by Prof. Whitesides, that the above be adopted.

The motion carried.

For Information:

COMP 618 Functional Genomics (Approved: Faculty of
Science Meeting, November 9, 2004)
PHGY 603 Systems Biology and Biophysics
BINF 621 Molecular Biology
BMDE 652 Proteomics

(2) **AD HOC MINOR IN NEUROPHARMACOLOGY** **AC-04-142**

Mr. Lee **moved**, seconded by Associate Dean Mendelson, that the **ad hoc** program be adopted.

The motion carried.

SECTION B: MAJOR PROGRAM CHANGES - None

SECTION C: NEW COURSES

(1) **EARTH & PLANETARY SCIENCES**
EPSC 478 Short Research Project **AC-04-122**
1 credit

Prof. Arkani-Hamed **moved**, seconded by Prof. Gyakum, that the course be adopted.

The motion carried.

(2) **PSYCHOLOGY**
PSYC 545 Topics in Language Acquisition **AC-04-134**
3 credits

Prof. Onishi **moved**, seconded by Associate Dean Mendelson, that the course be adopted.

The motion carried.

(3) **GEOGRAPHY**
GEOG 382 Principles Earth Citizenship **AC-04-135**
3 credits

GEOG 390 Managing Field Research **AC-04-136**
3 credits

Prof. Chmura **moved**, seconded by Prof. Sieber, that the courses be adopted.

The motion carried.

GEOG 540 Topics in Geography 1 **AC-04-137**
3 credits

GEOG 541 Topics in Geography 2 **AC-04-138**
3 credits

GEOG 542 Adv Studies Geography 1 **AC-04-139**
1 credit

GEOG 543 Adv Studies in Geography 2 **AC-04-140**
1 credit

Prof. Sieber **moved**, seconded by Prof. Chmura, that the above courses be adopted.

The motion carried.

SECTION D: MAJOR COURSE CHANGES - None

SECTION E: MINOR COURSE CHANGES (For Information Only)

Report on Minor Course Changes AC-04-121 (Revised)

SECTION F: MINOR PROGRAM CHANGES (For Information Only)

Report on Minor Program Changes AC-04-P5

SECTION G: OTHER (For Approval)

(1) Project Courses AC-04-51A (Revised)

805.1 Associate Dean Mendelson introduced the above document.

Associate Dean Mendelson **moved**, seconded by Prof. Grant, that the proposed policy be adopted.

The motion carried.

(2) Undergraduate Research Opportunities AC-04-119 (Revised)

805.2 Associate Dean Mendelson encouraged members to read the report. He said that the report contained results of a survey on undergraduate research in the Faculty, and contained recommendations for increasing the amount of research by undergraduates.

805.3 Associate Dean Mendelson said that by approving this report, Academic Committee was asking Faculty to increase the level of undergraduate research. This should result in the designing of research within courses and programs. He mentioned that undergraduate research was being reviewed by the Faculty Review Group.

805.4 Associate Dean Mendelson described the recommendations in the report, and answered members' questions.

Prof. Chmura **moved**, seconded by Mr. Lee, that the recommendations in the above document be adopted.

The motion carried.

c) Other Reports or Academic Business

(i) Motion to Amend the Constitution of the Faculty of Science - Associate Dean Leighton S-04-27A

805.5 Associate Dean Leighton said the modifications to the Constitution of the Faculty of Science were housekeeping changes only, required to take into account the splitting of the position of Associate Dean (Academic and Student Affairs).

Associate Dean Leighton **moved**, seconded by Prof. Barrette, that the changes be approved.

The motion carried.

(ii) **Work Group on Women Professors' Academic Careers**

- 805.6 Prof. Hendren, Chair of the Work Group on Women Professors' Academic Careers, listed the members of the Committee:
- Prof. L. Hendren (Chair, Computer Science)
Prof. P. Ariya (Atmospheric & Oceanic Sciences and Chemistry)
Prof. H. Darmon (Mathematics & Statistics)
Prof. T. Moore (Geography)
Prof. D. Moskowitz (Psychology)
- 805.7 Prof. Hendren said that the mandate of the Committee was to examine the current situation for women professors in the Faculty of Science and to recommend improvements. She said that the Committee had settled on three focal points:
- 1) to consider professors only in the Faculty of Science
 - 2) to consider also recommendations that affect both male and female professors, since many of the issues relating to women also relate to men
 - 3) to not carry out a multi-year study, but rather look for whatever information could be found
- 805.8 Prof. Hendren said that in the Faculty, about 60% of undergraduate students are females, and about 40% of graduate students. She said that tenured faculty members were overwhelmingly male, but that among recent hirings (last five years) the proportion of females was 33%.
- 805.9 Prof. Hendren said that the Committee had obtained a lot of literature on the subject of female professors.
- 805.10 She said that the Committee would be making recommendations in five areas:
- 1) hiring and promotion
 - 2) family issues
 - 3) parental and family leaves
 - 4) clear and fair policy for stopping the tenure clock
 - 5) general recommendations relating to both women and men
- 805.11 Prof. Hendren said that the Committee would be meeting the following week, and that she would welcome feedback.

(6) **DEAN'S BUSINESS**

There was no Dean's business.

(7) **REPORT ON ACTIONS OF SENATE**

Please note that the entire Minutes of Senate are available on the Web at <http://www.mcgill.ca/senate/minutes/>.

- Senate Meeting of February 2, 2005 - Prepared by Prof. D. Harpp, read by Associate Dean Mendelson

Two resolutions were given on the passing of faculty members from the Medical and Agriculture Faculties.

Steering Committee

VP Vinet gave Senate his response to a question previously asked in Senate about the new scheduling process for classes. There were several questions as to keeping professorial preferences for this (basic meaning "prime time" hours in the morning for most in

this Faculty). He indicated that the new system was very flexible but declined to be predictive on any aspects. He indicated that the scheduling of irregularly held seminars would not be part of this exercise. VP Vinet responded about a question concerning "Past Professors" and their library privileges. After discussion, it was agreed that further consultation was necessary and the issue was referred back to the Senate Steering Committee on this topic.

Chair's remarks

The Principal reported on her continuation of regular meetings with the McGill community and that the searches for 6 new Deans were progressing.

Questions

1. Pharmaceutical interface- A very lengthy question was posed by Senator Noumoff regarding ethical guidelines re-the pharmaceutical industry. The complexity of the question and the numerous points raised about practices at the University of Toronto did not permit a clean and clear answer by interim VP Research Hurtubise. He indicated that McGill had a number of guidelines in place regarding the points raised and that McGill's conflict of interest policy will be revised soon. The Principal took under advisement a suggestion from Senator Acheson that an *ad hoc* committee be struck to establish guidelines.

2. Cost of course packs

A lengthy discussion and explanation of a complaint against the "inferior" and expensive course packs from Eastman took place. It was centered on the packs put out for courses in the Law Faculty. It was clarified that Eastman sorted out copyright clearances while the McGill Print Shop did not thus adding to the higher cost from Eastman. The discussion centered mainly on the issues in the Law Faculty that are different from most other Faculties.

3. Posting of course grades

A question about the late posting of course grades was answered by VP Vinet and he said he would get back to Senate at the next meeting.

4. Washrooms

A question as to the disrepair of many of the University washrooms in high-traffic areas was answered by VP Yalovsky. His response indicated that there were 39 projects taking place in this domain with a budget of \$1.2M. Inasmuch as the University's deferred maintenance requirements are much greater than the funds to complete them, it is limited to fix the system immediately. Senate recommended that washroom maintenance is of the highest priority.

Academic policy and planning committee

A new teaching program for a Major Earth System Science was approved

Health and Safety

Professor David Burns gave a report on this work and a number of questions were asked ranging from ice falling from the roofs to asbestos removal/non-removal. A number of Senators were concerned about the language in the report which suggested that professors are solely responsible or liable for what takes place in their laboratories. It was decided that further discussion take place on this topic at the next meeting of Senate when both Drs. Vinet and Yalovsky would be present.

Task force on student life

The Principal presented the organizational scheme for the Task Force on Student Life and Learning at McGill; she was formulating the committees. It was indicated that the Task Force would not be connected to Senate but that the Senate would be kept up to date with their activities. The scope of the Task Force is quite significant and is presented in detail on the McGill home page.

OTT

A question was asked if the users of OTT were consulted by the Senate Committee on this topic and VP Hurtubise said he would take the suggestion under advisement.

The meeting was adjourned at 5:25 p.m.

- Senate Meeting of February 16, 2005 - Prepared by Prof. K. GowriSankaran, read by Prof. Whitesides

1. In the absence of the Principal, the meeting was chaired by Dean Deborah Buszard.

2. As business arising, the Chair called upon the Provost to provide Senate with his response to a question asked previously by (the student Senator) Gonzalez Riva regarding the posting of course grades (and in particular, the delay in doing so in January 05). First the Provost brought to the attention of Senate members the lateness of the examination period stretching right until December 21. Secondly he explained the process of mark submission on Minerva, the verification and the 'rolling' of these marks which then become available/visible to the students. He gave statistics on the submission of grades of each of the Faculties of Arts, Education, Engineering, Management and Science. In particular referring to Science, there were 313 course grades to be submitted. On Monday, January 10, there were 23 outstanding and by Friday January 14, there only 2 outstanding, both of which were submitted that evening. He also noted that in general a vast majority of grades were tolled by Friday 7 and almost all grades had been rolled a week later. He concluded his remarks by stating that both the instructors and the faculty offices understand the importance of respecting deadlines for grade submission and worked hard to meet deadlines. While it must be accepted for good and serious reasons (like illness of instructors, hand marked final exams in large classes, etc), a few course grades may always remain outstanding until the second week of the term. Dr. Vinet also stated that there is still room for improvement. He also indicated that he will ask the Deans to again consult their student affairs office to see what more can be done at their end and to bring to his attention anything that needs to be done centrally.

3. There was continuing debate on Health & Safety report. There were comments made by many Senators. These and other details can be found on the website of the Secretariat. However, I would like to bring to your attention the comment of Professor Sue Whitesides of SOCS. She expressed concern that the focus of the Report was safety with little emphasis being placed on the day to day health matters on campus. Among the many health related issues she raised for consideration appropriate office furniture, cleanliness of washrooms, poor lighting, availability of healthy food on campus and inadequate snow removal.

4. The Honorary Degrees and Convocation Committee (while Senate went on confidential sessions) report recommending awarding of certain of Honorary degrees were approved.

5. The 368th APPC report which contained no items for approval was presented.

6. Provost Vinet presented a report on Recruitment, Renewal and Retention of Academic Personnel. The presentation in particular contained statistics on hiring and departures (including retirements) by Faculty and by gender. This presentation can be found on the website mentioned earlier. I will also deposit a copy with Josie D'Amico. I would like point out some of the comments made by senators following the presentation. 1) Our Dean expressed his deep appreciation to the senior administration for taking risks by dedicating the CRC's for external recruiting. He urged the Administration to retain renewal as a priority and to provide the necessary support despite the all the challenges facing the University. He also commended professors for their dedication and hard work. 2) Bernard Robaire also thanked the Provost and enquired about policy for help in spousal hiring. The Provost responded by saying that the office of the Associate Provost Meadwell is looking at policy development in this regard. 3) Elizabeth Elbourne expressed concerns regarding the lack of daycare facilities. 4) Sam Noumoff spoke about two issues; one on continued monitoring of gender gap in salaries and second whether there would be adjustment in salaries of older staff whose salaries are falling out of step with offered to new recruits. The Provost answer in the affirmative regarding the gender salary issue and also pointed out that with merit increase he is given an anomaly envelope to address the second issue. 5) In response to a question of Nick Acheson regarding the retirement of academic staff, the Provost noted that University could not adopt a compulsory retirement age and indicated that in planning for academic renewal, the basic expectation was an average retirement age of 67. He noted that however, in reality it seems to be closer to 70.

7. The Provost then rose on a point of privilege to note that this was the last meeting of Senate for Ms. Robin Geller, the Secretary General, who would be leaving the University to join her family in England. He moved that Senate approve a motion to thank Ms. Geller for her hard work and dedication as Secretary General. The motion was unanimously adopted.

- Senate Meeting of March 2, 2005 - Prof. M. Baines

CHAIR'S REMARKS

Principal Munroe-Blum also commented on, amongst other matters, some of the implications for the institution and universities in general, of the federal budget and the changes in the provincial cabinet.

QUESTION:

COMMITTEE TO EXAMINE RELATIONSHIP BETWEEN UNIVERSITY AND INDUSTRY
Professor Jacques Hurtubise, Interim Vice-Principal (Research), indicated that he would take under advisement the suggestion of Professor Acheson that an Ad Hoc committee be struck to address the issues raised in my question of that day. The Deputy Provost, on behalf of the Interim Vice-Principal (Research), who could not be present at the meeting, presented the following response: "The Office of the Vice-Principal (Research) will be organising two task forces to revise policies this term, one on conflict of interest and the other on research misconduct. It does not seem to be necessary to create an ad hoc committee. Between them, these task forces will consider all of the questions that senator Noumoff raised in his previous question and bring them to Senate.

REPORT OF THE NOMINATING COMMITTEE

The Deputy Provost presented the Report of the Nominating Committee (D04-56).

Report of the Work Group on Campus Life Committee, was noted. Mr. Reed asked for the reason of the delay in submitting the Report. Professor Masi stated that he could only advise that the report was sent back to the subcommittee for further consultation.

Committee on Staff Grievances and Disciplinary Procedures, Senate approved and agreed to recommend to the Board of Governors that Professor Vikram Bhatt, School of Architecture, be named Vice-Chair of the Committee on Staff Grievances and Disciplinary Procedures, for a term commencing immediately and ending August 31, 2006.

Senate approved and agreed to recommend to the Board of Governors that Professor James Brawer (Anatomy and Cell Biology) be re-appointed to serve for a term on the Committee on Staff Grievances and Disciplinary Procedures commencing September 1, 2005, and ending August 31, 2007.

Professor John Hayes (Animal Science) be appointed to serve for a term commencing immediately and ending August 31, 2008.

SETTING MCGILL'S AGENDA IN QUEBEC

Dr. Janyne Hodder, Vice-Principal (Inter-Institutional Affairs) presented an upbeat presentation "Setting McGill's Agenda in Quebec" (D04-58). Vice-Principal Hodder replied that it was her experience that Quebec universities worked together. Vice-Principal Hodder replied that she had no privileged information on the improvement in financial aid. If the indirect costs are used as a means of support should they be made more transparent? Vice-Principal Hodder explained that McGill University is recognized as an English-language University in Quebec, accepted within the French-speaking milieu and viewed with some pride. However, she also pointed out that McGill should continue to improve the presence of French within the institution.

Vice-Principal Hodder explained that her reference to the need to grow the resources of the University included tuition. Vice-Principal Hodder replied that McGill University is compared with the G10 and some American public universities. Professor Masi elaborated that there were two comparator groups of American universities drawn from members of the AAU - the "aspirational" group and the "empirical" group. Vice-Principal Hodder stated that for lower tuition fees for graduate students to occur the government would have to change its goals but that it may look at increasing funding for doctoral students. It was suggested that there should be greater focus on the role and contribution of McGill and other universities to Montreal in making the University's case and better tax treatment should be sought for philanthropy. The Principal noted that the University should not be penalized for its success in capital campaigns.

2004-2005 REPORT OF THE STANDING COMMITTEE ON SABBATIC LEAVES

Professor Hudson Meadwell presented the 2004-2005 Annual Report of the Standing Committee on Sabbatic Leaves (D04-57). Mr. Bryan asked why there were no librarians accorded sabbatical leave for the past two years.

INFORMATION SYSTEMS AND TECHNOLOGY ENVIRONMENT AT MCGILL IN 2005

Professor Masi presented "Information Systems and Technology Environment at McGill in 2005" (D04-59). The ensuing discussion included the following comments and questions:

To a question regarding wireless access, Professor Masi indicated that wireless access would be available in all public areas and where requested in classrooms. As yet it was not economical to replace all wired access. If however the number of classrooms is to be reduced, then all may have to have wireless access and the facility to turn it off.

Professor Masi replied to a comment regarding modernization of classrooms stating that the University is working to ensure that all classrooms are well equipped and is testing other technologies.

Professor Masi replied to a question regarding the effectiveness of spam filtering, that the system was working well but was not effective where a real address was obtained by outside sources. He also noted that service providers who did not filter for spam were blacklisted by the University.

To the observation that the cost of programming services are cheaper when purchased from outside companies, Professor Masi noted, that while this might be the case, outside programmers do not offer the support that is offered by ISR. He stated that ISR pricing was based on cost recovery.

A concern was expressed regarding the migration of the current learning management system from WebCt to the WebCT Vista product. Professor Masi expressed confidence that the transition will be smooth and both systems will be running in parallel until September 2006 to give users enough time to gain experience with the new system.

With regard to the future of the laptop program, Professor Masi stated that all new faculty receive laptops as a part of their recruitment package. Asked whether the University was considering a similar program for students, he answered that this is not currently under consideration.

To an inquiry concerning opportunities for members of the University community to give their input on information systems, Professor Masi observed that there is a dedicated service e-mail account that can be used. He expressed interest in the idea of an electronic suggestions box.

Asked whether the new web-portal system will extend to off-campus research institutions and hospitals, Professor Masi explained that hospitals are using a different network system and are funded differently. The number of gateways is limited which constrains flexibility; nevertheless, we try to maintain links. However it is a matter that needs attention.

Two related matters were raised relating to Professor Masi's presentation:

1. That there is overuse of acronyms not only in presentations but in WebPages and University publications. It was suggested that it would be best if whole names were used. Professor Masi took this suggestion under advisement.
2. That modern technology has not resulted in the paperless office despite an emphasis on using electronic transmissions, publications, and emails. It was questioned whether the environment would not be better served if Senate presentations and perhaps other documents were sent to Senators electronically.

The SENATE meeting ended at 4:30 p.m.

- Senate Meeting of March 23, 2005 - Prof. S. Whitesides

Dean Alan Shaver chaired the meeting.

- dates for presentation of conflict of interest, of research misconduct, and the Strategic Plan:

The report of the Steering Committee stated that the Policy on Conflict of Interest and the Policy on Research Misconduct will be brought to Senate on Dec. 7, 2005; the University Strategic Plan will be presented to Senate on May 4, 2005.

- departure of Provost Vinet:

Senate unanimously approved a resolution extending thanks and wishes for success to outgoing Provost Luc Vinet.

- question re the creation of a think tank as a retirement incentive:

A question referencing the report to Senate on Feb. 16, 2005, by Provost Vinet entitled "recruitment, renewal, and retention of academic personnel" was put forth by Sen. Ezzy-Jorgensen. In essence, she proposed the creation of a McGill Think Tank, possibly funded through the current capital campaign, as a means of encouraging professors to retire earlier by providing them an attractive venue for continued research and interaction with students and colleagues.

Interim Provost Massi's response stressed the difficulty of balancing the need for academic renewal with the flow of retirements: many McGill professors are staying on past age 65. He stated that the idea of seeking funding for a think tank was an interesting one, but distinct from the retirement issue.

- question re the advance circulation of responses to questions:

In response to a question from Senator Noumoff, who asked whether responses to questions to be raised in Senate could be circulated in advance by email, the interim Secretary General responded that Senate Steering felt this would be inappropriate.

- question re the sound system in the Senate hall:

In discussion arising from a question concerning the sound system in the Senate meeting room, Leacock 232, Dean McLean volunteered the expertise of the Faculty of Music.

- question re enrolment targets for 2005-06:

Senator Reed asked about enrolment targets for 2005-06, the concern being to ensure that classes (especially required courses in Arts) not be overbooked due to large enrolments as they were in 2004-05.

Interim Provost Masi responded with the target enrolment figures for programs in the Faculty of Arts. He also provided data for programs handled by ARR (Real Del Degan having the targets for the other programs). For Science, the final registration in Sept. 2004 was 1127, the final target for 2005 is 1173, so the targeted enrolment for 2005 is 4% greater than the Sept. 2004 actual enrolment.

- question re the remuneration for course lecturers:

Senator Robaire asked for assurance that all course lecturers are receiving the equivalent of \$5000 per 3-credit course.

Interim Provost Masi replied that currently, fewer than 5% of lecturers receive less than this amount, but that the data are ambiguous as some amounts may be pro-rated in the cases of co-taught courses and courses with fewer than 3 credits.

- report of the APPC:

The report of the Academic Policy and Planning Committee contained no items directly related to Science.

- report of the Dining-at-McGill Advisory Committee:

Vice-Principal (Administration and Finance) Yalovsky presented the report of the Dining-at-McGill Advisory Committee and its related action plan. Prof. Martin Grant (of Physics), who chaired the Advisory Committee, and its members were thanked. VP Yalovsky recommended that the Advisory Committee reconvene to advise on standards for delivery of food services, as well as on the development of a multi-year plan to integrate existing and new food services.

No change in food service providers will occur in 2005-06.

Privileges of student operations will not be curtailed.

The action plan will apply to both MacDonald and downtown campuses.

Labour practices of food service providers will be studied.

In the ensuing discussion, Dean McLean stressed that both quality and diversity of food service are desirables.

- Administration's response to the Risk Assessment Workgroup's report:

Vice-Principal Yalovsky presented the Administration's response to the Report of Risk Assessment Workgroup on Health and Safety Matters.

Shared responsibility is a guiding principle, with everyone from administration to students taking responsibility for safety.

An action plan and a time-line for its implementation will be presented.

- update on the funding campaign:

The Vice-Principal (Development and Alumni Relations) Wells presented an update on the quiet phase of the current funding campaign.

Training material for faculty and staff wishing to assist (e.g., while travelling to conferences) will be provided.

(8) MEMBERS' QUESTION PERIOD

808.1 In reply to a question concerning improper posting of student information on the Web, Dean Shaver asked that the member address a complaint to Associate Dean (Student Affairs) Leighton.

(9) OTHER BUSINESS

There being no further business, the meeting adjourned at 4:26 p.m.