

## DEPARTMENT OF EARTH SCIENCES

### Departmental Meeting

Monday, March 21, 2011 12:30-2:15 pm

In attendance: Diana Allen (Acting Chair), Andy Calvert, Kevin Cameron, John Clague, Shahin Dashtgard, Dan Gibson, Dirk Kirste, James MacEachern, Doug Stead, Brent Ward, Glyn Williams-Jones, Tarja Vaisanen , Corrinne Griffing (Grad Rep), Glenda Pauls

Absent: Robbie Dunlop, Gwenn Flowers, Cindy Hansen, Dan Marshall, Derek Thorkelson, John Mayer (Undergrad Rep)

#### 1. **Approval of Agenda**

Diana sent out a revised Agenda on March 18, 2011

- Agenda approved

#### 2. **Business from Previous minutes**

- No business arising from previous minutes

#### 3. **Approval of Minutes**

Motion to approve minutes of November 22<sup>nd</sup>, 2011

- Approved unanimously

#### 4. **Chair's Report – Diana Allen**

##### a) *Department Review*

- The External Review went well. The external review team appeared to have appreciated the quality of the Department's Self Study Report. They received strong positive feedback from the undergraduates. Some concerns were raised when they met with the Chair(s): e.g., lack of a strategic planning process, do not support the proposed change to the major program (streams to degrees).

- The Department will receive a copy of the external review report and will have an opportunity to respond.

- A strategic planning process should be implemented, perhaps in the Fall.

b) Establishing FoS Hiring Priorities

- The Dean's office now maintains the entire budget for all activities within the Faculty of Science, inclusive of operating and personnel. This means that any new faculty positions for the Faculty of Science must be paid for through this budget.
- The Dean is advocating an open and transparent process for "competing" for new positions, and has established a document "*Establishing tenure-track faculty hiring priorities in the Faculty of Science*" that sets out a range of factors that Departments should consider when proposing new positions. Proposals for the next 2-5 years are due March 31, 2011.
- Our current priority is to replace Peter Mustard. In the Self Study Report, the Department advocated for an Ore Deposits/Petrologist (based on the previous 3 year plan). Diana asked James MacEachern to chair an ad-hoc committee<sup>1</sup> to develop a proposal for a new faculty position. This proposal (although not yet complete) is for a Metamorphic Petrologist.
- There was some discussion that forwarding this proposal to the Dean may be premature given the comments by the External Review team that new positions would best be discussed during a Strategic Planning process. One option is to generate more of an "open" proposal that would establish our need for a new faculty position, but that is not specific as to the expertise (at this time). This idea was suggested by the Dean.

**ACTION:** Diana to follow up with the ad-hoc committee to consider two options: submit a proposal for a metamorphic petrologist, or submit a more open proposal with the intent that further discussion by the Department would follow.

**ACTION:** Diana to forward the resulting proposal to the Department for approval.

c) University Course Scheduling

- New University-wide rules for course scheduling were established several years back.
- A maximum of 50% of course hours may be scheduled during prime time hours (10:30-2:30). Changes to this policy were made at the request of the Faculty of Science to include labs in the 50% rule. This change has negatively affected Earth Sciences in that we teach labs in our own rooms, but now we must have no more than 50% of all our labs and lectures during prime time. This means we are even more restricted for scheduling.
- The Fall schedule will be sent out shortly.

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<sup>1</sup> James MacEachern, Dan Marshall, Dan Gibson comprise the ad-hoc committee.

d) Advancement Office Meeting

- Diana (and James) will be meeting with Tracy London (new Director of Advancement for the Faculty of Science), Ginny Hasselfield (Director, Leadership Giving, University Advancement Office) and the Dean of Science on April 8<sup>th</sup>, 2011 to discuss progress with the two proposed Endowed Chair positions.

5. **Jeff Zurek (EASC – TSSU Rep) Bargaining Information**

- Attended the meeting to inform the Department of current ongoing TSSU negotiations

6. **Committee Reports:**

a) Graduate Committee – Andy Calvert

- Changes are required to 700 level course requirements. But, the Grad Studies committee will wait until the department review report is available before making any changes.

- Graduate Studies is recommending that the offer letters be changed with respect to offers of guaranteed funding, as they feel that offer letters are formal contracts and the University is obligated not just the Department. A wording change is needed.

- Special Graduate Entrance scholarships: Earth Sciences has been awarded \$9,000 to be used within the next year. One offer of \$4,500 has already been made to a prospective student. These top-ups are for prospective students who have a competing offer in hand.

b) Undergraduate Committee – Brent Ward

i. Proposed changes to Earth Sciences Major undergrad program \*see attachments\*

- The Department previously approved dropping the requirement for attaining a grade of B or better in Physics 101/102 for our major program and for those courses that are required for the major program. Physics requested that a paragraph be included in the major program requirements to advise students that a grade below a B in these courses could be detrimental to their success in later courses. Brent completed the change forms.

**Motion:** To approve the inclusion of this statement in the Major Program requirements.

Moved: Brent Ward    Seconded: Shahin Dashtgard    Abstained: Andy Calvert and Kevin Cameron

## ii. Joint Major Program with Chemistry

Brent advised that he has met with Chemistry and they have developed a Joint Major Program. The program allows a student to register with APEG either in Geology or Environmental Geoscience depending on course selection. At this time, the document is for discussion.

- The Department recommended removing the list of upper division courses (seen as perhaps too prescriptive and not an inclusive list) and changing the requirements from “plus any 3 upper division courses from the list” to “plus 3 upper division EASC courses with at least one 4<sup>th</sup> year course)

- straw vote: strongly in favour of this proposal

**ACTION:** Brent to make changes to the proposed program, discuss with Chemistry, and circulate the document to the Department before the next meeting. A formal motion for approval will be made at the next Departmental meeting.

## iii. EASC 210 – Changes to other courses with 210 as a pre-req

- suggestion to remove pre-requisite of 210 from EASC 201 and 204. Rationale: 210 is not needed for these courses.

**ACTION:** Brent to complete the change of pre-req forms and bring forward to the next Departmental meeting for approval.

## c) Other Committee Reports

### i) Library – Dirk Kirke

- There is funding left to purchase new journals
- Book/journal requirements should be sent to Dirk

## **7. Any other Business**

### a) Thesis Binding Costs

- Costs for printing and binding theses have been compiled over the past year. Annually, the cost to the Department is about \$500.
- The Department to continue to cover the costs of binding theses

Agreed: 5      Disagreed: 1      Abstained: Dan Gibson and Andy Calvert

## 8. Closed Meeting Agenda

### a) Adjunct Proposal – Phil Hill

- Phil Hill proposed as new adjunct

Motion to Approve: Shahin Dashgtgard   Seconded: Brent Ward   All in favour: Unanimous

### b) Review/Approval EASC criteria for Tenure and Promotion

- A minor wording change was recommended by Andy Calvert under criteria for Promotion to Profession – Service. List of activities considered evidence of service are examples.

**ACTION:** Diana to send the revised document to the faculty and hold a ratification vote via email.

**Motion to Adjourn:** Unanimous

Meeting ended at: 2:15 pm