

**FACULTY COUNCIL**

Minutes of the Meeting held Tuesday, March 17, 2020

4:15 PM in Surrey Spruce 210A, Richmond Rm 3450B, Langley Rm 1010 and Skype

**Present:**

Allyson Rozell – MATH Alt/Chair	Elizabeth Worobec – Dean	<b>Mike Bomford (Chair) - AGRI</b>
Alek Egi – HOPS Chair	Gary Jones –HORT	Nick Inglis BIOL Chair
Amy Jeon – Senator/BIOL Chair	Jane Hobson - BIOL	Nicole Tunbridge - BIOL
Astrid Opsetmoen –Staff Langley	Joel Murray – Assoc. Dean	Rebecca Harbut – Senator/AGRI
Catherine Chow – Chem alt.	<b>Korri Thorlacius – Staff Richmond</b>	Serguei Novocelskii - MATH
Cameron Lait – HORT/Chair	Lana Mihell, DBM	Tyron Tsui - PHYS
Christina Iggulden – Staff Surrey	Melissa Drury-EPT Co-chair	Vicky Wei - MATH
Christina Heinrick-CADD Chair	Michael Ke – Student Rep	Zena Mitchell - Registrar
Chris Hauta – EPT alt for Chair	Michael Poon-PHYS Chair	
Deepani Indurugalla-CHEM chair		<b>Michelle Ikoma – Recording</b>
<b>In person Langley</b>	<b>In person Richmond</b>	
GUESTS: Sandy Vanderburgh, Provost and VP Academic, David Florkowski, COVID 19 Coordinator, Rajiv Jhangiani, VP Online Education		

**Regrets:**

Kent Mullinex – Institute Rep	Michael Nyenhuis – MATH	Daryl Massey – CADD
Michael Coombes- PHYS	Layne Myhre – BIOL	Michael Adams – CHEM
	Suzanne Pearce-CHEM	Paul Richard - EPT

**1. COVID 19 Updates – Sandy Vanderburgh, David Florkowski, Rajiv Jhangiani**

Sandy

- Planning started in January 2020
- David Florkowski seconded as special advisor to President Davis re coordination of COVID 19 response
- Rajiv Jhangiani has been offering support for the online transition to faculty for completion of the Spring Term
- Executive Group and Deans adjusting to rapid changes as needed, offering support re assessment changes and variants. Key is to allow flexibility
- Two day pause in classes is to facilitate this rapid transition. All FOH clinicals have been paused also as the health care system copes with the pandemic.
- Phase 1 which is now to get to the end of the term. This includes a weekly decanal meeting
- Phase 2 is for the summer semester.
- Trades, incl HORT are talking to ITA. There is no plan yet, but one should be in place soon. Classes will move online as much as possible.

Rajiv

- Daily email updates, incl 5 quick tips re teaching this week, and assessments next week. After this re designing an effective online course.
- Back end includes increasing bandwidth for technology.
- Working with IT to get equipment out to faculty members
- Key Teaching site re going online has been developed and new information is added daily.
- Noted that Phase 1 is not about effective design for online courses, but rather about rapid response.
- Noted that Teaching and Learning will help with anything including technology, teaching strategies,

and triage

- A lot of faculty are offering tips, assistance and resources which will be added to the Key Teaching site.
- Noted that due to bandwidth limitations, it is impossible for all to go online synchronously. Asynchronous is more practical at this time.
- Noted by Sandy, that the executive are still not sure about how the summer term will proceed.

David

- K-12 are now out indefinitely
- If any classes such as labs are still on campus, faculty and lab staff must consult with Deans to maintain distancing of 2 m.
- Any signs or symptoms stay home.
- Sandy noted that there are no cases attached to KPU as yet.

Zena

- SSC agreed to extend the withdrawal date to the last day of classes, April 9.
- As such, the extenuating circumstances wd will not be needed this term.
- If students have not withdrawn by this date, they must do the final assessment for the course.
- Front counters closed, but SES still open for phone and email. Will open for a 2hr face to face window once per week on each campus.

Questions

- Can lab staff be added to the faculty email from Rajiv? Yes
- Can BIOL lab exams be scheduled with fewer students in the room? Sandy, Yes with 2 rooms ½ of the students at a time in the same room back to back
- What is the likelihood of closing the university entirely? Sandy, there is no discussion at this time. KPU will continue with skeleton crews and will be splitting Executive between campuses so that they are not all in one place. Student supports have all moved to online services. Support for KPU employees is available through the EFAP link of the HR site.

Betty

- Hort Apprenticeship Lv 1 will use marks to date, and Lv 4 will write their exam in a minimal contact setting.
- Most Dean's office staff are working at home. Betty, Joel, Lana, and Michelle in office.
- Emails concerning online teaching are being forwarded now to Teaching and Learning as appropriate.
- Betty will be covered by Joel, and Joel by Lana in the event of illness. Lana and Travis in Business have a mutual agreement for coverage.
- The dean's office now has essential personnel lists on hand.

## 2. Approval of the Agenda of March 17, 2020

*It was **moved** (Korri T.), **seconded** (Astrid O.), and **carried THAT** the agenda be approved with amendments to New Business.*

## 3. Approval of the Minutes of February 18, 2020

*It was **moved** (Korri T.), **seconded** (Astrid O.), and **carried THAT** the minutes be approved as amended.*

## 4. Curriculum Committee – for approval

- a) BSc HS Program Revision
  - i) The number of credits needed for a major has been reduced to 124.
  - ii) The Major Honours credits needed have been reduced to 126.
  - iii) The number of HSCI acronym labelled courses have been reduced.

*It was **moved THAT** the proposed revision to the BSc Health Science program be approved. (Astrid O.), **seconded** (Korri T.) and **carried**.*

- b) Urban Ecosystems Minor – after external and internal consultation and in collaboration with EPT, Sust Ag, and Geog the minor has been developed as an interdisciplinary minor.

It was **moved** THAT(Astrid O.), the new Urban Ecosystems Minor be approved as amended, **seconded** (Korri T.), and **carried**.

ACTION: Amendments to be sent by both Cameron Lait and Michelle Ikoma to Michelle Molnar.

- c) Memo re ACA incoming courses for fall. For information only. No action is required.

## 5. Business Arising

- Chair noted that FSH was provided with forms and instructions by Risk Management to be used for visitors on campus. The forms are only necessary if there is a risk to KPU. If there is a mutual benefit or a clear benefit to KPU, then the forms are not necessary, and visitors such as school groups are covered by their own risk policies. Chair noted that this information was also presented to the KFA by Adam Jaffer. It is recommended to contact [risk\\_grp@kpu.ca](mailto:risk_grp@kpu.ca). It was suggested that the definition of what constitutes Risk is somewhat unclear. Chair noted that it depended on benefit. If the benefit is to KPU, then no waiver. If the benefit is to the external party, then a waiver is required. In general, the risk is regarding physical injury with regards to equipment or structures. Lab visits would not be in this category.
- Chair reiterated to council that in regards to an action item in the previous FC meeting, future FSH bylaw consultations will be conducted online rather than in council or in face to face workshops. A platform is being developed.  
It was **moved** THAT FSH bylaw consultations be conducted online. (Korri T.), **seconded** (Astrid O.) and **carried**.
- Chair noted that the White Paper created by Arts had not yet been disseminated. This will be done after a platform for discussion has been created.

## 6. Reports

### a. Chair's Report

- Chair noted that at this time our global responsibility was top of mind and offered thanks to all for adapting so quickly to the evolving situation.

### b. Dean's Report

- The Dean noted that the OER conference was a success. The keynote speaker, a Biologist from the US who is a champion for Open Education Resources in STEM was excellent and well received.
- Physics again had a travelling speaker from TRIUMF. Attendance was good.
- Lee Beavington held a seminar on Biology in Arts.
- Dean noted that the campus planning progress is doing good work on buildings, landscaping and the footprint and noted that they have a clear mandate to act on their findings.
- Dean noted that there is only a need to share sick students if they test positive, for notification purposes.

### c. Senate Report - Amy Jeon

- All Senate meetings will be online as of next week.
- Upper Administrative Search Committees are recruiting back up members in case people are not able to participate in an online setting.
- Rebecca Harbut will be stepping down as of Sept 1, 2020 due to beginning her Ed Leave. Keep in mind that FSH will need a replacement Senator for the following year.

### d. SSCC – Elizabeth Worobec

- Note that all concerns regarding FSH upper limit for credit have been addressed. Instead we have a minimum number of credits for undergraduate degrees rather than an upper limit.
- There was discussion about what a discipline area is. The 4 letter acronyms mean that a student

cannot for example take a HORT major and a HORT minor. Some acronyms may need to change. Allyson R. noted that Qualitative has been changed to quantitative reverting to the old definition from SSCC. Rebecca H. noted that Design was revising bylaws and that FSH FC Chair has become resource for this area.

e. SSCR

- Nothing of note to report from SSCR.
- There is a global initiative on how research is approved or initiated.
- Citation scores are to be eliminated.
- Rebecca H. noted that a working group under Daniel Bernstein will be looking at the White Paper.  
ACTION: Rebecca to report to FC

f. Nominations and Governance Report

- Nothing to report.

g. SSCUB - Rebecca

- Nothing to report

h. Academic Planning and Priorities

- The committee looked at different areas of the KPU Academic Plan and how FSH programs are playing a part or how that input can improve. There is a unifying theme of sustainability behind which faculty can unite. The discussion will be made available through an online forum. Departments are encouraged to add comments.

i. Teaching and Learning Committee

- A Teaching & Learning has set up a resource site for Instructors.
- It was noted that an FSH rep is missing from the Senate Standing Committee on Teaching and Learning. Dean Betty mentioned that Daryl is listed in the Senate Agenda as being the FSH rep as of March 1<sup>st</sup>.  
ACTION - Mike B will following up with Senate regarding this.

j. Research Committee

Nothing to report

7. New Business

- None

*Meeting adjourned by Chair at 5:46 pm..*

**Date of next meeting: April 21, 2020**