

Committee on Committees

2023-24

Committee Members

Name	Unit	Term	E-mail/Calendar	Local
Perry Howard	BCMB	1Jul20-30Jun25	bcmb@uvic.ca	7068
Peter Constabel	BIOL	1Jul21-31Dec23	biochair@uvic.ca	7091
Alexandre Brolo	CHEM	1Jul21-30Jun26	chemchair@uvic.ca	7150
Peter Dukes	MATH	1Jul22-30Dec23	mschair@uvic.ca	7435
Byoung-Chul Choi	PHAST	1Jul22-30Jun27	phastchair@uvic.ca	7698
Jay Cullen	SEOS	1Jul21-30Jun26	seosdirector@uvic.ca	5133
Adam Monahan	SCIE	1Sep21-30Aug26	scieada@uvic.ca	7062
Laura Cowen	SCIE	1Jul20-30Jun25	scieadr@uvic.ca	7062
Peter Loock	SCIE	1Jan20-31Dec25	sciedean@uvic.ca	7062

TERMS OF REFERENCE

1. **Membership:** The Faculty of Science Committee on Committees comprises the Chair/Director of each Department/School. The Dean of Science serves as Chair of the Committee.
2. **Function:** The function of the Committee on Committees is to recommend to the Faculty the composition of committees of the Faculty of Science as required.

Undergraduate Curriculum/Academic Standards Committee

2023-24

Committee Members

Name	Unit	Term	E-mail/Calendar	Local
Doug Briant	BCMB	N/A	dbriant@uvic.ca	4458
Greg Beaulieu	BIOL	N/A	gregoryb@uvic.ca	7140
Peter Wan	CHEM	N/A	pwan@uvic.ca	8976
Jane Ye	MATH	1Jan23 – 31Dec23	janeye@uvic.ca	6160
Mark Laidlaw	PHAST	N/A	laidlaw@uvic.ca	7701
Andrew Weaver	SEOS	1Jan23 – 31Dec23	weaver@uvic.ca	4001
Adam Monahan*	SCIE	N/A	scieada@uvic.ca	7062
Peter Loock†	SCIE	N/A	sciedean@uvic.ca	7062
Lily Stanton◇	SCIE	N/A	scieoff@uvic.ca	7062

* Chair

† Dean only attends meetings pertaining to academic standards

◇ Secretary, non-voting

Ex Officio Members	Name	E-mail/Calendar	Local
ADVA consultant or nominee (voting)	Kelly Colby	kcolby@uvic.ca	7567
Registrar or nominee (non-voting) Records Officer UG Records & Graduation Services (OREG)	Devin Stark	uro6@uvic.ca	8652
Librarian or nominee (non-voting)	Kathleen Matthews	kmatthew@uvic.ca	8271
Director, Academic Advising (non-voting)	Susan Corner	diradva@uvic.ca	7567

TERMS OF REFERENCE

1. Membership: The Committee will comprise the Curriculum Chair from each Science Department/School. Associate Dean, Academic serves as Chair of the Committee with Dean as alternate. The *ex officio* members are invited to attend the meetings dealing with the annual curriculum submission: the Director of the Tri-Faculties Advising Centre or his/her representative, the Administrative Registrar of his/her representative, and the University Librarian or his/her representative. The Dean will attend meetings dealing with issues other than the annual curriculum submission.
2. Mandate: The Committee will advise the Faculty of Science on all relevant proposed curriculum changes as well as matters dealing with academic standards and any other curriculum issues.
3. General Operation:
Meetings of the Committee will be called as required by the Chair or the Dean
4. Matters concerning the curriculum submissions:
 - Proposed curriculum changes should be submitted via Quali no later than:
 - **Cycle 1: September 25, 2023**
 - **Cycle 2: January 15, 2024**
 - All submissions will be presented to the Faculty for approval at the November and February Faculty meetings



Graduate Advisory Committee

2023-24

Committee Members

Name	Unit	Term	E-mail/Calendar	Local
Christopher Nelson	BCMB	30Jun23	biocgadv@uvic.ca	3889
Rana El-Sabaawi	BIOL	30Jun24	biology.gradadvice@uvic.ca	6445
Irina Paci	CHEM	30Jun24	chemgadv@uvic.ca	4946
Marcelo Laca	MATH	30Jun24	msgradad@uvic.ca	7467
Pavel Kovtun/ Adam Ritz (Grad Curriculum)	PHAST	30June24	pkovtun@uvic.ca/ artiz@uvic.ca	7723/ 7731
Roberta Hamme	SEOS	30Jun24	seosgradadvisor@uvic.ca	4014
Laura Cowen*	SCIE	N/A	scieadr@uvic.ca	7062
Lily Stanton◊	SCIE	N/A	scieoff@uvic.ca	7062

* Chair

◊ Secretary, non-voting

Ex Officio members	Name	Email/Calendar	Local
Graduate Admissions & Records Officer (<i>attends curriculum meetings</i>)	Bettina Mueller-Browne	grad8@uvic.ca	6687
Administrative Manager (FGS)	Yvonne Rondeau	fgscirc@uvic.ca	4939
Associate Dean, Faculty of Graduate Studies	Cedric Littlewood	gsadean6@uvic.ca	853-3666

TERMS OF REFERENCE

1. **Membership:** The Committee will comprise the Graduate Advisor from each Science Department/School. Associate Dean, Research serves as Chair of the Committee with Dean as alternate.
2. **Mandate:** The Committee will advise the Faculty of Science on all graduate student and program issues including:
 - Strengthening of the graduate curriculum

- Strengthening inter-disciplinary within/between departments and faculties
 - Reducing overlap among courses in different departments
 - Consulting on proposed curriculum changes
 - Adjudicating selected faculty-wide Graduate Student Awards/Fellowships/Scholarships
3. General Operation: Meetings of the Committee will be called as required by the Chair.
4. Matters concerning Graduate Awards:
- Unit nominations should be forwarded to scieoff@uvic.ca no later than **August 4, 2023**
 - All nominations will be posted on the Faculty of Science Connect site
 - All nominations will be adjudicated by the members of the Faculty of Science Graduate Advisory Committee
5. Matters concerning the curriculum submissions:
- Proposed curriculum changes should be submitted via Kuali no later than:
 - **Cycle 1: September 14, 2023**
 - **Cycle 2: December 8, 2023**
 - All submissions will be presented to the Faculty for approval at the November and February Faculty Council meetings

Research Advisory Committee

2023-24

Committee Members

Name	Unit	Term	E-mail/Calendar	Local
John Burke	BCMB	30Jun24	jeburke@uvic.ca	8732
Terri Lacourse	BIOL	30Jun24	tlacours@uvic.ca	7222
Dennis Hore	CHEM	30Jun24	dkhore@uvic.ca	7168
Mark Lewis	MATH	30Jun24	marklewis@uvic.ca	7458
Falk Herwig	PHAST	30Jun24	fherwig@uvic.ca	7743
Andrew Weaver	SEOS	30Jun24	weaver@uvic.ca	4001
Laura Cowen*	SCIE	N/A	scieadr@uvic.ca	7062
Lily Stanton◊	SCIE	N/A	scieoff@uvic.ca	7062

* Chair

◊ Secretary, non-voting

TERMS OF REFERENCE

The primary mechanism for informing and advising on research issues in the Faculty will be a faculty-wide Research Advisory Committee (RAC). The RAC will comprise representatives of all Departments/School. Associate Dean, Research serves as Chair of the Committee with Dean as alternate. Term of appointment will be for three years (July-June). It will advise on the formation of new research groupings. The RAC will include in its mandate the review of infrastructure support in the Faculty of Science. It will develop a plan to make this support equitable across the Faculty, and to recover as much as feasible of the research-support costs associated with it. In its review and recommendations of infrastructure support, the RAC will be guided by the principle that all users of infrastructure services for research will pay for such services at an equal rate. The RAC will also adjudicate the nominations for the annual Faculty Research Excellence Award, Rob and Tammy Lipson Research Scholarship, and Science Emerging Researchers Award – graduate students (SERA GRAD).

Undergraduate Teaching Advisory Committee

2023-24

Committee Members

Name	Unit	Term	E-mail/Calendar	Local
Mariya Goncheva	BCMB	30Jun25	mariyagoncheva@uvic.ca	7071
Greg Beaulieu	BIOL	30Jun24	gregoryb@uvic.ca	7140
Violeta Iosub	CHEM	30Jun25	viosub@uvic.ca	7192
Jane Butterfield	MATH	30Jun24	jybutter@uvic.ca	7444
Geoff Steeves	PHAST	30Jun24	gsteeves@uvic.ca	7768
Jon Husson	SEOS	30Jun24	jhusson@uvic.ca	5570
Lan Tran†	BIOL	30Jun23	lttran@uvic.ca	7148
Adam Monahan*	SCIE	N/A	scieada@uvic.ca	7062
Lily Stanton◇	SCIE	N/A	scieoff@uvic.ca	7062

* Chair

† SLI representative

◇ Secretary, non-voting

TERMS OF REFERENCE

The Teaching Advisory Committee (TAC) aims to assess and recommend best practices for the recruitment, retention, and success of undergraduate students, and program enhancements in the Faculty of Science.

TAC will comprise representatives of all Departments/School and one Senior Lab instructor (SLI). The SLI is appointed by the Dean after consultation with Chairs Council. Associate Dean, Academic serves as Chair of the Committee with Dean as alternate. Terms of appointment will normally be for three years (July–June). The TAC will consult with the units in carrying out its work, and will provide their recommendations to the Chairs' Council for discussion, and the Faculty for discussion and implementation.

The committee's mandate will be to:

- assess and recommend changes, as appropriate, for policy related to the retention and success of undergraduate students in the Faculty of Science;
- initiate, evaluate and/or coordinate educational initiatives within the Faculty, including but not limited to: best practices in teaching and the evaluation of teaching; interdisciplinary initiatives; experiential learning opportunities;
- adjudicate nominations for Faculty-wide undergraduate student awards (Bob Wright Undergraduate Scholarship); and
- adjudicate the nominations for the annual Faculty Teaching Excellence Award.

Approved by Chairs Council on August 13, 2020

TOR to be reviewed no later than June 2026



Equity Diversity and Inclusion Council

2023-24
Council Members

Name	Unit	Term	E-mail/Calendar	Local
Doug Briant	BCMB	30Jun24	dbriant@uvic.ca	4458
Julia Baum	BIOL	30Jun24	baum@uvic.ca	n/a
Cornelia Bohne	CHEM	30Jun24	bohne@uvic.ca	7151
Kieka Mynhardt	MATH	30Jun23	hrussell@uvic.ca	7454
Heather Russell	PHAST	30Jun24	babul@uvic.ca	8844
Edwin Nissen	SEOS	30Jun23	enissen@uvic.ca	4340
Valeria Bazant†	Staff	30Jun23	sciencealum@uvic.ca	5717
Anita Thambirajah	Postdoc/RA	30Jun23	athambir@uvic.ca	n/a
Lorissa Corrie	Grad	30Jun23	lorissacorrie@uvic.ca	n/a
Julia Denley	Undergrad	30Jun23	juliadenley@gmail.com	n/a
Damineh Akhavan	Alumni	30Jun23	damineh@gmail.com	n/a
Adam Monahan	SCIE	N/A	scieada@uvic.ca	7062
Laura Cowen*	SCIE	N/A	scieadr@uvic.ca	7062
Lily Stanton◊	SCIE	N/A	scieassist@uvic.ca	7062

* Chair

† Staff representative

◊ Secretary, non-voting

TERMS OF REFERENCE

I. Mandate

To make recommendations to the Dean on equity, diversity, inclusion (EDI), decolonization and indigenization. This includes recommendations on faculty-wide policies and other issues relating to research, teaching/curriculum, and employment. Establish EDI goals for the Faculty of Science annually, and evaluate progress. Share information and support the promotion of EDI education.

II. Duties and Responsibilities

1. Set strategies for EDI goals, consistent with the Faculty's Strategic Plan and University's Equity Plan and in accordance with the University's Unit Equity Committees General Terms of Reference <https://www.uvic.ca/equity/assets/docs/tor.pdf>
2. Enhance communication on EDI within the Faculty of Science.
3. Promote the implementation of EDI strategies.
4. Review results of implementation of EDI strategies and set new EDI objectives annually.
5. Ensure that EDI initiatives are reflected in Faculty documents.
6. Request annual responses from each unit to queries from the Council on EDI matters, including progress on previous recommendations.
7. Prepare for the Dean, VPAC Office, and members of the Faculty, a brief annual written report on EDI progress within the Council, Departments/School and Faculty.

III Membership

The Council Chair is the Associate Dean Research or delegate. Members are expected to serve for a minimum term of one year. Membership will be reviewed every three years. Members will work collaboratively.

Members of the committee will consist of a minimum of 7 members made up from the following:

- One regular faculty member from each unit (normally the Chair of the unit EDI committees)
- A minimum of at least 5 regular faculty members*
- At least one teaching representative (either teaching faculty or SLI)*
- One staff representative (elected by staff)
- One undergraduate student representative selected by the UVSS
- One graduate student representative selected by the GSS
- One postdoctoral researcher or research associate (to be appointed by the Council)
- Tri-faculty Indigenous Resurgence Coordinator
- Associate Dean Academic
- If there is interest, one Alumni representative (non-academic) will join the council.

*In the case that the resulting composition needs to be balanced, an additional call for members would be opened (to be appointed by the Council).

III Operation

The council will meet at least twice per academic year (September through April). The Chair may call additional meetings as required. Meeting minutes will be kept and disseminated to members before the next meeting, with action items clearly indicated. A standing agenda item at each meeting will be to report on the status of action items from the previous meeting. The Terms of Reference are reviewed annually by the Council. The Council will attempt to make decisions by consensus, and if necessary, by voting and approvals require a two thirds majority vote. As appropriate, the Council will request from the Dean responses to recommendations made by the Council to inform the Council's future actions.