FACULTY OF SCIENCE
FACULTY COUNCIL OF SCIENCE
MINUTES OF MEETING OF OCTOBER 21, 2015

A meeting of the Faculty Council of the Faculty of Science was held on Wednesday, October 21, 2015, at 1:00 p.m. in room C-2045.

FSC 2364
Present
Biology
Leroux, S. Roncal, J.

Chemistry
Bottaro, C. Fridgen, T. Merschrod, E.

Computer Science
Tang, J.

Mathematics & Statistics
Booth, I. Loredo-Osti, J. MacLachlan, S. Merkli, M.
Sullivan, S.

Physics & Physical Oceanography
Curnoe, S. Lagowski, J. Morrow, M. Munroe, J.
Plumer, M.

Psychology
Neath, I. Thorpe, C.

Dean of Science Office
Abrahams, M. Foss, K. Foster, A. Mackenzie, T.
Rideout, J. Zedel, L.

Economics
Waples, J.

DELTS
Todd, A.

Library
Ambi, A.

Registrar’s Office
Burry, J.
School of Music
Cook, N.

Faculty of Business
Clift, T.

Undergraduate Students
Hillier, P.

FSC 2365 Regrets
Berry, M. Duan, X. Poduska, K. Stordy, M.

FSC 2366 Adoption of Minutes
Moved: Minutes of the September 16, 2015, meeting be adopted.
(Sullivan/Loredo-Osti). Carried. One Abstention.

FSC 2367 Business Arising: None

FSC 2368 Correspondence:
   a. Letter from Senate Committee on Undergraduate Studies regarding
      Date for Submission of Calendar Changes for 2016-2017.
   b. Email from Senate Committee on Undergraduate Studies regarding the
      distribution list for consultation on calendar changes.
   c. Email from Marlies Rise, CFI Innovation Fund.

FSC 2369 Reports of Standing Committees:
A. Undergraduate Studies Committee
   Report presented by Shannon Sullivan, Chair, Undergraduate Studies
   Committee.
   a. Moved: Department of Chemistry, calendar changes, Joint
      Honours program in Biochemistry and Chemistry
      (Sullivan/Fridgen). Carried.
   b. Moved: Department of Chemistry, calendar changes, Joint
      Honours program in Applied Mathematics and Chemistry
      (Sullivan/Fridgen). Carried.
   c. Moved: Department of Mathematics and Statistics, calendar
      changes (Sullivan/Merkli). Carried.
   d. Moved: Department of Ocean Sciences, calendar changes,
      OCSC/BIOL 4122 and OCSC/BIOL 4601 (Sullivan/Fridgen).
      Carried.
B. **Graduate Studies Committee:**
Report presented by J.C. Loredo-Osti, Chair, Graduate Studies Committee.
- Moved: Department of Mathematics and Statistics, approval for new course, MATH 6204, Iterative Methods in Numerical Linear Algebra (Loredo-Osti/MacLaughlan). Carried.

C. **Nominating Committee:**
Presented by Len Zedel, Associate Dean (Graduate and Research).
- Moved: Approval of committee matrix (Zedel/Sullivan). Carried.

D. **Library Committee:** None.

**FSC 2370**
**Reports of Delegates from Other Councils:**
Tom Clift, representative from the Faculty of Business, commented that they are examining tuition rates for their MBA program. He explained that rates at Memorial are the lowest in the country which presents percepational issues for students comparing programs.

**FSC 2371**
**Presentation on Accommodations for Students with Disabilities**
Sheila Devine, Office of the General Counsel, and Ruth North, Student Affairs and Services, spoke to Council about the university’s obligation to accommodate students with disabilities. The presentation was a general overview of our contractual duty and explained through examples the concept of “undue hardship” in making reasonable accommodations. They have offered to present a more in-depth session to departments. Materials distributed at their presentation are attached.

**FSC 2372**
**Report of the Dean**
Presented by Mark Abrahams, Dean

The Science awards ceremony was held on September 22 in the Bruneau Innovation Centre. For those of you that attended, you should have noticed that we had the largest turn out ever, to the point that the audience exceeded the capacity of the room. The Dean believes that anybody who wants to participate in this celebration should be welcome to attend so we will require a bigger venue for next year. The Council will be updated when that has been determined.

Memorial University is preparing its Round 2 application for the Canada First Research Excellence Fund. This application is being led by the Faculties of Science and Arts and the Marine Institute within the theme of Sustainable Development of Marine Resources. The Dean is particularly grateful to the work that has been done to date by faculty in developing this proposal. Within the terms of this competition, we are working with partner institutions and have
scheduled a videoconference for October 22 to determine how best to collaborate with Dalhousie University on our submissions.

The Dean would like to congratulate Dr. Shannon Sullivan for being appointed Chair of the Senate Committee on Undergraduate Studies. It is his expectation that Shannon will bring the same enthusiasm and commitment to that position that he brought to his position as Chair of the Science Committee on Undergraduate Studies. On that note, the Dean also pointed out that we have rescheduled the December meeting of Science Council ahead by one week from December 16 to December 9 in order to ensure that our material requiring Calendar changes meets the Senate Committee’s deadline.

For those of you that look at the site of the future Science building, you will have noticed that excavation has now begun. Design phases of the building are now complete so you should soon see tangible outcomes of the efforts that so many have contributed.

Fall convocation for the Faculty of Science is Friday, October 23, at 3 pm in the Arts and Culture Centre. I hope that many of you will join the academic procession and honour the efforts of our graduating students.

An honorary degree recipient this year is Dr. Sylvester Gates Jr. Dr. Gates spent part of his childhood in St. John’s while his father was in the military, and it was during that time that his interest in Science was sparked. He went on to receive two bachelor degrees and his Ph.D. in supersymmetry from MIT and has been the recipient of many awards including the US National Medal of Science. He is known as an outstanding communicator and will be giving a research presentation in C-2045 at 3 pm on October 26 on “Seeing the mathematics behind supersymmetry theories”. He will also be giving a public lecture that same day at 7 pm in EN 2043 titled “From the Mathematics of Supersymmetry to the Music of Arnold Schoenberg”

FSC 2373  Question Period

FSC 2374  Adjournment
The meeting adjourned at 1:58 p.m.
Accommodations for Students with Disabilities Policy

Principle:

Memorial University of Newfoundland is committed to ensuring an environment of understanding and respect for the dignity and worth of each student and also to supporting inclusive education based on the principles of equity, accessibility and collaboration.

Purpose:

To establish principles, guidelines and responsibilities respecting access to University services, facilities and housing for students with disabilities in accordance with the Human Rights Act, 2010.

Scope:

All University students who are registered in credit or non-credit courses, and/or programs, who are participating in University events, or activities, and who have self-identified and have been documented as having a Disability, and all applicants for admission to programs at the University and those who are in the process of applying.

Definitions:

**Academic Accommodation** - a change to teaching or evaluation procedures, which is designed to accommodate the particular needs of a student with a Disability without compromising Academic Integrity of the course, program, or assignment.

**Academic Integrity** - Demonstration of acquisition of a body of knowledge or the skill normally required for passing a course and/or completing a course or program as determined by the Instructor and/or the Unit and subject to University regulations.

**Accommodation** - An overarching term referring to either an Academic Accommodation or Non-academic Accommodation or both. See Examples of Accommodations for Students with Disabilities.
The Act – Human Rights Act, 2010

Disability - as per The Act, section 2(c) means one or more of the following conditions:

1. degree of physical disability;
2. condition of mental impairment or a developmental disability;
3. learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or language; and,
4. mental disorder.

Instructors - persons appointed by Memorial University of Newfoundland to teach/supervise students who are registered in Memorial University credit or non-credit courses or programs.

Non-academic Accommodation – a change to University activities and services which is designed to accommodate the particular needs of a student with a disability, that is not otherwise considered Academic Accommodation.

Unit – includes academic, academic support and administrative units which are engaged in the delivery of courses, programs, housing, services or in support of the delivery of courses, programs and services.

Unit Head – refers to Deans; Academic, non-Academic and Administrative Directors; Division Heads; School Heads; Executive Directors; the University Librarian; the University Registrar; Associate Vice-Presidents and the Vice-Presidents, as applicable to the circumstance.

University - Memorial University of Newfoundland.

Policy:

1.0 Legal Framework

This policy derives from The Act which:

- is premised on the principle of equality of every individual in dignity and rights;
- provides for equal rights and opportunities without discrimination; and,
- strives for a climate of understanding and mutual respect for the dignity and worth of each person.

The Act prohibits discrimination on a number of grounds including Disability. The University prohibits discrimination on the grounds of a Disability in accordance with The Act.
2.0 Accommodation and Undue Hardship

2.1 The University has a responsibility to provide Accommodation to those students with Disabilities within the scope of this policy. The responsibility is shared with students and is based on communication and mutual respect for each party's obligations. The goal of Academic Accommodation is not to lower or diminish academic standards but to enable students to meet the standards.

2.2 The obligation of the University is to provide reasonable Accommodation up to the point of undue hardship. This means some hardship may be required. The onus is on the University to demonstrate that it will suffer undue hardship if an Accommodation is granted.

2.3 Undue hardship must be considered in the context of each request for Accommodation. Factors in determining whether undue hardship exists will include:

(i) risk to public safety or a substantial risk of personal injury;

(ii) financial cost; significant costs related to a requested Accommodation shall be considered in the context of the University as a whole, not on the basis of a Unit;

(iii) the Accommodation unreasonably impedes the ability of other students to pursue their studies; or,

(iv) when Accommodation alternatives would result either in lowering academic standards or requiring substantial alteration of essential course or program requirements, of facilities, of University activities or events or of delivery methods.

3.0 Designation of Campus Co-ordinating Centres

3.1 The University has designated the following co-ordinating centres to facilitate and promote an accessible learning environment for students with Disabilities:

- Glenn Roy Blundon Centre, University Counselling Centre, Office of the Deputy Provost (Students) and Vice-President (Academic) Undergraduate Studies, St. John's campus.
- Student Affairs Office, Academic and Student Affairs, Marine Institute.
- Learning Centre, Department of Student Affairs, Grenfell Campus.

The campus coordinating centre at the campus sending students to Harlow will co-ordinate any Accommodations.

3.2 The campus coordinating centres have a responsibility to review documentation to ensure that recommendations and decisions about Accommodations are based on appropriate medical and/or psycho-educational information and diagnostic assessment in accordance with the Procedure for Documentation Regarding a Student's Accommodation Request.
3.3 In collaboration with the University community, the co-ordinating centres shall promote awareness and provide advice, information and assistance with respect to the provision of Accommodations for students with Disabilities. This includes the provision of training and education to Instructors, staff, administrators, and any committee dealing with Accommodation issues so they are knowledgeable about relevant University policies and procedures and are familiar with broader ethical and legal issues regarding persons with Disabilities. The Examples of Accommodations for Students with Disabilities and the Guidelines for Accommodations for Students with Disabilities resource documents are available to assist in the role of training and education.

3.4 There shall be two Advisory Committees for Students with Disabilities – one for the St. John's region and one for Grenfell Campus.

4.0 Responsibilities of the University toward Students with Disabilities

The campus co-ordinating centres and the Unit have a shared responsibility to cooperatively facilitate the provision of Accommodation to students which includes the responsibility to:

4.1 Provide each student who self-identifies with a Disability, information about the specific services and Accommodations available at the respective campus and make referrals to additional services or agencies at the University and/or external to the University. With certain Disabilities, students may lack the requisite knowledge and/or insight to disclose their need for Accommodation. In such situations, it is important to seek advice on how to address this issue. In most circumstances, such advice and information is provided by the appropriate campus co-ordinating centre.

4.2 Provide qualified applicants consideration for admission to the University without discrimination. Admission to the University does not in and of itself guarantee that Accommodation for Disability will be made. Certain courses and programs require physical fitness, agility or technical standards for either admission or completion. The nature and degree of a particular Disability may mean that no reasonable accommodation would enable a student to meet the requirement of the course or program of study. It is incumbent upon Units to determine whether or not a reasonable Accommodation can be made. Reasonable options for Accommodation must be thoroughly considered before a decision regarding admission or completion is made.

4.3 Provide its services, including courses and programs, housing and facilities, accessible to students with Disabilities up to the point of undue hardship.

4.4 Ensure a social and physical environment that is diverse, inclusive and accessible to all. Where applicable, Units must consult with the coordinating centre(s) for ensuring physical accessibility is included in designing new space, renovating existing space, and managing facility accessibility.

4.5 Provide Accommodation up to the point of undue hardship without compromising the Academic Integrity of the course, program, or assignment where the accommodation reached
is on academic grounds.

4.6 Provide guidance and assistance to students who are engaging in or engaged in Memorial University's courses or programs off campus.

4.7 Handle all information about a student's Disability as confidential and in accordance with the Access to Information and Protection of Privacy Act, other privacy legislation to which the University is subject and University policies. However, the University needs sufficient information to reasonably evaluate and respond to a student's request for Accommodation as follows:

i. The Accommodation process may require that the student, and/or the appropriate campus co-ordinating centre, with the student's knowledge, and written consent, disclose sufficient information about the nature of his/her Disability to staff and faculty beyond the campus coordinating centre on the basis that they have bona fide need to know this information to consider and implement Accommodation requests.

ii. Information relating to a student's Disability may be disclosed without the student's knowledge, and written consent, only when required by University policy or the law, and with the proviso that the recipient be made aware of the confidentiality of the information.

iii. When a student has been inactive at the University for more than three years, all documentation with respect to accommodation held by the appropriate campus co-ordinating centre(s) will be destroyed.

4.7 Inform decision makers (including Instructors, staff, administrators and members of various committees) of the duty to accommodate students with Disabilities.

5.0 Responsibilities of Students with Disabilities

5.1 Each student who seeks Accommodation must:

i. self-identify in accordance with the Procedure for Arranging Student Accommodation;

ii. collect and retain a copy of the necessary medical and/or psycho-educational information and diagnostic assessments for submission to the applicable campus co-ordinating centre(s);

iii. provide requests for Accommodation in a timely manner. Failure to disclose in accordance with the Procedure for Arranging Student Accommodation may result in delays in assessing the request and/or in providing any Accommodation;

iv. ensure the request for Accommodation or for a change in Accommodation needs is brought to the attention of appropriate personnel. This includes Instructors, the Disability service provider at the appropriate campus co-ordinating centre, library staff, housing staff, work placement coordinators, etc. See the Procedure for Arranging Student Accommodation;
v. cooperate with the University in exploring reasonable possibilities and options for Accommodations; and,

vi. seek, where available, potential funding sources from outside the University and assign any such funding received to the University to the extent that the services or Accommodations incur costs by the University. Students are advised to consult with the appropriate campus co-ordinating centre if they require assistance identifying potential funding sources.

### 6.0 Institutional Standards

6.1 Students must meet any established institutional standards in accordance with course and program requirements.

6.2 The University must ensure that essential academic, technical, and/or physical standards are not lowered or compromised. These standards refer to the knowledge and skills which must be acquired or demonstrated in order for the student to successfully meet the learning objectives of the course or program of study.

6.3 Any student with a Disability who has been reasonably accommodated and who does not meet the established academic, technical and/or physical standards may be denied admission to a course or program of study, or once in the program, may be denied continued participation or successful completion, in the same manner that any other student would be.

**Related Documents:**

- *Human Rights Act, 2010*
- *Access to Information and Protection of Privacy Act, 2002*
- Examples of Accommodations for Students with Disabilities
- Guidelines for Accommodations for Students with Disabilities
- University Calendar
- Marine Institute Calendar
- Privacy Policy
- Information Request Policy
- Terms of Reference of the Advisory Committee on Students with Disabilities – St. John’s area
- Terms of Reference of the Advisory Committee on Students with Disabilities – Corner Brook area
Procedures

- Procedure For Arranging Student Accommodation
- Procedure For Documentation Regarding A Student’s Accommodation Request
- Procedure When A Student Accommodation Request Cannot Be Arranged

Title: Accommodations for Students with Disabilities

Category: Student Life

Effective Date: 2013-07-04

Approval Date: 2013-07-04

Review Date: 2017-07-04

Authority:
Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies - St. John's campus; Associate Vice-President, Academic and Student Affairs (Marine Institute); and, Associate Vice-President Academic (Grenfell)

Sponsor:
Student Life

Contact:
Glenn Roy Blundon Centre – Office of the Deputy Provost (Students) and Vice-President (Academic) Undergraduate Studies. E-mail: blundon@mun.ca Phone: 864-2156 (voice) or 864-4763 (TTY)

Previous Versions:
Please contact the Policy Office to view any of the following previous policy versions:

- 2006-07-20
- 2006-07-20
Examples of disabilities:

- Mental disorders
- Language and communication disorders
- Learning disabilities
- Developmental Disabilities
- Speech disorders
- Seizure disorder
- Attention deficit disorder
- Learning disabilities, mobility
- Vision loss, hearing loss, AD/HD

**What is a disability?**

A disability can be an impairment or condition that limits an individual's ability to perform certain tasks or activities. It can affect physical, emotional, or cognitive functions, and it can vary in severity and impact.

**What is an accommodation?**

An accommodation is a change or modification made to enable an individual to reach an academic or non-academic standard without significant loss of learning or modification of responsibilities.

**Who is responsible for accommodations?**

Memorial University is responsible for:

- Providing reasonable accommodation
- Coordinating with faculty and staff
- Coordinating with other support services
- Coordinating with students

**Responsibility shared by:**

- Students
- Faculty

**Accommodations are accessible:***

- Students

**Policy Development and Admission:**

This policy applies to all University students who have self-identified and are documented as having a disability. As well as applies for those who are not students but have a disability and are provided with accommodation based on the principles of equity, accessibility, and collaboration.

**Policy enforcement:**

- Educated in understanding and supporting students
- Ensures an environment of understanding and acceptance
- Ensures equal access to University services, policies, and procedures

**Human Rights Act, 2010:**

- This policy is in accordance with the Human Rights Act, 2010, and Labrador Human Rights Code, 1975, and is consistent with the Newfoundland and Labrador Government's Policies and Procedures.
What accommodations are available at Memorial University?

Examples of accommodations:

- Academic accommodations for tests and exams, including the Math Placement Test and Distance Education courses (e.g. specified extended time)
- Sign language interpretation
- Wheelchair desks
- Note-taking assistance
- Access to TTYs and telephones with amplification
- Assistive technology (e.g., ZoomText, JAWS, Kurzweil 3000, and closed-circuit televisions)
- Alternative format materials (e.g. electronic text)

For other accommodations, or for new requests, please contact a Campus Co-ordinating Centre

Campus Co-ordinating Centres

Role
Campus Co-ordinating Centres promote awareness and provide advice, information and assistance with respect to accommodation in collaboration with the university community. The centres also provide training and education, as well as review documentation respecting accommodations.

Contact
St. John's Campus: Glenn Roy Blundon Centre
T: 709 864 2156  E: blundon@mun.ca
mun.ca/blundon

Marine Institute: Student Affairs
T: 709 757 0702  E: Charlotte.Dove@mi.mun.ca
mi.mun.ca/departments/disabilityservices

Grenfell Campus: Learning Centre
T: 709 637 6268
E: studentservices@grenfell.mun.ca
swnc.mun.ca/student-services/learning-centre

Harlow Campus: The Campus Co-ordinating Centre of the campus sending students to Harlow will co-ordinate any accommodations.

TTY service is available for individuals who are deaf or hard of hearing. A payphone TTY is available in the lobby of the QEII Library.
TTY: 709 864 4763, Blundon Centre
TTY: 709 864 7906, 24-hour service through Campus Enforcement & Patrol

What is your role?

Accommodations for Students with Disabilities Policy
mun.ca/policy