MEETING OF THE FACULTY COUNCIL OF THE FACULTY OF SCIENCE

A regular meeting of the Faculty Council of the Faculty of Science will be held on Wednesday, September 18, 2019 at 1 p.m. in C-2045.

AGENDA

1. Regrets
2. Adoption of the Minutes of May 15, 2019
3. Business Arising from the Minutes
4. Correspondence:
5. Reports of Standing Committees:
   A. Undergraduate Studies Committee: None
   B. Graduate Studies Committee:
      a. Department of Computer Science, special topics course, COMP 6774, Data Visualization, approved by the committee and presented to Faculty Council for information only (Paper 5.B.a., pages 6-9)
      b. Department of Biochemistry, calendar changes, MSc Oral Exam (Paper 5.B.b., pages 10-13)
   C. Library Committee: None
6. Committee Matrix (Paper 6, pages 14-15)
7. Distinguished Emerging Scholar Award (Paper 7, pages 16-18)
8. Post Secondary Education Review
9. Reports of Delegates from Other Councils
10. Report of the Dean
11. Question Period
12. Adjournment

Mark Abrahams, Ph.D.
Dean of Science
A meeting of the Faculty Council of the Faculty of Science was held on Wednesday, May 15, 2019, at 1:00 p.m. in room C-2004.

FSC 2675 Present

Biochemistry
M. Berry, V. Booth

Biology
T. Chapman, B. Staveley

Chemistry
C. Bottaro

Computer Science
S. Bungay

Earth Sciences
G. Layne

Mathematics & Statistics
J. Craighead, JC Loredo-Osti, D. Pike, S. Sullivan

Physics & Physical Oceanography
S. Curnoe, J. Lagowski, I. Saika-Voivod

Psychology
K. Fowler, C. Thorpe, C. Walsh

Dean of Science Office
C. Barrett, K. Foss, T. Fridgen, G. Jackson, L. Zedel

CITL
A. Todd

FSC 2676 Regrets: None
FSC 2677 Adoption of Minutes
Moved: Minutes of the March 20, 2019, meeting be adopted (Sullivan/Berry). Carried.

FSC 2678 Business Arising:
Dr. Abrahams has met with Steve Green regarding space in the Henrietta Harvey building. The space on the second floor of the building is a secure space that is not accessible after 5pm. Steve Green may be able to move some equipment on the third floor of the building to the second floor and then provide that third floor space to the Department of Mathematics and Statistics. Also, there are plans to put more equipment into the ITS space on the second floor, so, while it is vacant now, it will not remain vacant.

FSC 2679 Correspondence: None

FSC 2680 Dr. Aimée Surprenant, Associate Vice-President (Academic) and Dean, Graduate Studies, presented on the Graduate Strategic Enrolment (SEM) Plan.

FSC 2681 Reports of Standing Committees:
A. Undergraduate Studies Committee:
Presented by Shannon Sullivan, Chair, Undergraduate Studies Committee
a. Department of Ocean Sciences, Special Topics course, OCSC 4921, Special Topics in Reproductive Strategies of Marine Animals, approved by the committee and presented to Faculty Council for information only.
b. Department of Ocean Sciences, Special Topics course, OCSC 4910, Hot topics in Oceanography, approved by the committee and presented to Faculty Council for information only.

B. Graduate Studies Committee:
Presented by Carolyn Walsh, Chair, Graduate Studies Committee
c. Amended Motion: Department of Psychology, new course: PSYC 7021, Practicum in Adult Assessment and Diagnosis II. The paperwork submitted for the new course contained an error, indicating that new resources were needed. However, this is incorrect and no new resources are needed. (Walsh/Fowler). Carried.

C. Nominating Committee: None

D. Library Committee: None

FSC 2682 Report of Teaching Consultant: None
FSC 2683  Report of the Dean
Presented by Mark Abrahams, Dean

1. Work is ongoing for Strategic Enrolment Management. I thank those individuals who participated in the session held for the Faculty of Science. As a member of the committee involved in preparing the plan, I will be participating in a half day planning session on June 5th.

2. As you all know, the provincial government announced a budget and then quickly thereafter announced an election. Nevertheless, the announced budget continued with the ongoing budget cuts to the university, so we will be planning with that in mind.

3. I am also continuing to work with the University’s Buildings Working Group which is considering options associated with the potential demolition of the Science building. The plan is expected to go to the Board of Regents this summer, but it is taking into account the specific requirements of the Departments of Physics and Psychology, and also integrating new space for Mathematics & Statistics.

4. About two weeks ago the new MUNFA Collective Agreement was signed. That now triggers the formation of the committee tasked with establishing a university-wide teaching equivalency.

5. Tomorrow is election day. I encourage you all to exercise your democratic right to vote and also that the Provincial Election Act requires that employers provide their eligible employees with four consecutive hours to vote while polling stations are open between 8:00 a.m. and 8:00 p.m.

FSC 2684  Question Period
The Dean spoke to the possibility of a new University wide teaching equivalency document as a result of the new MUNFA collect agreement. When the committee is struck and meets, everything will be considered for teaching equivalencies including, minimum enrolment numbers, student supervision, etc.

With ongoing discussions regarding the plan for the Science building once the new Core Sciences Building is opened, the Dean acknowledged that the University’s Building Committee is aware that the Science building contains a large number of classrooms, including a large lecture theatre. There will probably be a partial teardown of the building to leave some classrooms intact.

The issues regarding the Henrietta Harvey Building are now being reviewed by the University Building Committee. The full recommendation of the committee will hopefully go to the Board of Regents this summer. The Dean continues to actively look to exchange space in the Henrietta Harvey Building in order to increase the space for the Department of Mathematics and Statistics. Anne Browne, Associate Vice-President (Facilities) is aware of issues concerning a Tender for Asbestos Abatement and it is a high priority item.
FSC 2685  Adjournment
The meeting adjourned at 1:50 p.m.
Subject: Regular Course  Special/Selected Topics Course

Course Title: Data Visualization

I. To be completed for all requests:

A. Course Type: Lecture course  Lecture course with laboratory  Laboratory course  Undergraduate course  Directed readings  Other (please specify)

B. Can this course be offered by existing faculty? Yes  No

C. Will this course require new funding (including payment of instructor, labs, equipment, etc.)? Yes  No

D. Will additional library resources be required? Yes  No (if yes, please contact munul@mun.ca for a resource consultation)

E. Credit hours for this course: 3

F. Course description (reading list required):

Methodology and tools for data visualization in in the general area of data science. Methodology is covered as a survey topic; visualization frameworks and tools will be case study of visualization software. Students will have individual projects evaluated as presentation of methodology (oral) and designing and implementation of practical software solution (written). Tools studies will include: R, Python, DBMS in database.

G. Method of evaluation:

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Total 100

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1 Must specify the additional work at the graduate level
II. To be completed for special/selected topics course requests only

For special/selected topics courses, there is no evidence of:

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1. duplication of thesis work
2. double credit
3. work that is a faculty research product
4. overlap with existing courses

Recommended for offering in the Fall Winter Spring 2019

Length of session if less than a semester:

III. This course proposal has been prepared in accordance with General Regulations governing the School of Graduate Studies

E Brown

Course instructor

Date

August 21, 2019

Approval of the head of the academic unit

IV. This course proposal was approved by the Faculty/School/Council

Secretary, Faculty/School/Council

Date

August 28, 2019

Updated June 2017
Part F. Course description (reading list required)

Methodology and tools for data visualization in in the general area of data science. Methodology is covered as a survey topic; visualization frameworks and tools will be case study of visualization software. Students will have individual projects evaluated as presentation of methodology (oral) and design and implementation of practical software solution (written). Tools studies will include: R, Jupyter, plot.ly, and D3.js.

Reading List


SuperDataScience, Learn Plotly (free video series), online:
https://www.superdatascience.com/pages/learn-plotly

Detailed Proposal:

COMP 6XXX

Special Topics in Data Visualization

Students Interested

Those in data science or data analysis or data visualization models and tools.

Rationale

Data science is becoming an important computationally related brance of applied science. Visualization tools are becoming more prolific and important in the interpretation, analysis and application of big data and data collections in general, with a wide variety of tools and techniques. An introduction to these tools and methods is a timely

Objectives of the Course

Provide students with an introductory and working knowledge or common tools, packages and programming techniques in data visualization, along with an understanding of basic models and
methods to apply and create visualization designs appropriate to various analysis problems. Students will get hands-on exposure to coding solutions by working on problems related to information visualization for scientific data sets. Principles, models and techniques related to information visualization and code examples will be studied.

Background
Common programming languages and platforms (javascript, python and Web programming)
Working knowledge of introductory inferential statistics
Knowledge of machine learning or data mining would be an asset

Representative Course Outline
- Visual perception
- Visual encodings
- Distributions, descriptive and inferential stats
- plotting models, tools and packages (ggplot2, plotly and D3.js)
- computational workbooks
- visualization design

Readings
See section F of course proposal form

Instructors
E Brown

Calendar Entry
COMP-6XXX : uses programming examples to study the design and implementation of visualizations for the analysis, comprehension, exploration, and explanation of large data collections of abstract information. Topics to be covered include principles of visual perception, visual encodings of data, visual representation of relationships, interaction methods.
Biochemistry - MSc Oral Defence

**Proposal**

The MSc program in the Department of Biochemistry currently has no oral defence requirement. The only requirement is to give a seminar in the BIOC6999 course at some point in their second year. We propose to include an oral MSc defence as part of the requirements to complete the MSc program in Biochemistry.

**Rationale**

The oral defence of a MSc thesis is the norm in most universities in Canada. The Department of Biochemistry has oral defence requirements for the PhD and the BSc Honours programs, but not for the MSc program. We would like to add an oral defence requirement that fits within the SGS rules for MSc programs. The defence needs to be fair and rigorous, while also helping the student finalize their thesis for submission for examination to SGS. The barrier to holding a proper oral defence during the examination process is that it would not fit into current SGS regulations on Evaluation of Master’s Theses (Section 4.10.3 in Calendar). The decision of the examiners evaluating the written thesis is binding, and so holding an oral defence after the examination of the written thesis would have no bearing on the outcome of the MSc program. Moreover, SGS will only send out theses for examination once all requirements for the program are complete. So because this proposed oral defence will become a ‘requirement’ of the MSc program, it needs to be held before the submission of the final thesis to SGS for examination.

As a result, we propose to hold the MSc Oral Defence immediately after approval of the thesis by the student’s Supervisory Committee, but before submission of the thesis to SGS. This would require a quick turnaround, so as not to delay the student’s program, but also needs be fair, rigorous and easy to coordinate. In order to have the MSc Oral Defence completed quickly, we propose to have the Supervisory Committee sit as the examination committee, since they will have just read the final thesis and will be best able to examine the student’s oral defence performance thoroughly.

**Note:** There is an existing seminar requirement for BIOC6999 for MSc students. In that course, students are required to present a seminar to the Department. The MSc Oral Defence will not replace that requirement in 6999. These two presentation formats are quite different and students should have both experiences: presenting to the broader department, as well as defending their thesis conclusions.

**Format**

The MSc Oral Defence will be administered by the Department of Biochemistry under the purview of the Deputy Head (Graduate); no funds or administration will be required from SGS. As part of the program requirements, the MSc Oral Defence must be completed before submission of the final thesis to SGS.

To proceed to the MSc Oral Defence, the student’s supervisor will inform the Deputy Head (Graduate) in writing that the thesis is completed, has been reviewed by the Supervisory Committee, and its
conclusions are ready to be defended. Advance notice of this timeline is advisable to schedule the examination, but the Defence will not proceed until the completed thesis has been read by the Supervisory Committee, and submitted to the Department office. The MSc Oral Defence will be held no less than one week after submission of the final thesis to the Department office. The Supervisory Committee will serve as the Examination Committee for the MSc Oral Defence and this Examination Committee will be chaired (non-voting) by the Deputy Head (Graduate), or delegate. The Supervisor and at least two other Supervisory Committee members should be present (in person or by video) to examine the student.

The MSc Oral Defence presentation by the student will normally be 20-30 minutes and will be open to the public. The presentation will be followed by two rounds of questions: the first round (normally 10-15 min per examiner) will be open to the public, while the second round of questions will be in camera after the audience has been dismissed.

**Evaluation**

Evaluation of the MSc Oral Defence will be based on the student’s performance for the oral presentation and their ability to respond to questions. The written thesis will not be considered in the evaluation as that will have already been approved by the Supervisory Committee, and further evaluation of the written thesis will subsequently occur by other examiners in the examination process via SGS.

Following the MSc Oral Defence, the candidate is excused and the Examination Committee will meet in camera to render a final assessment. Outcomes of the examination will be:

- “Pass”—proceed to submission of thesis to SGS for examination; or
- “Re-Examination Required”—Oral Defence will be repeated no less than one week after the last exam, but within six months; if the re-examination is inadequate, then the supervisory committee will convene to make a final recommendation on the student’s overall program as per SGS Regulations 4.9.3.1 and 4.13.1(f); or
- “Fail”—if the student fails to perform the Oral Defence, then the supervisory committee will convene to make a final recommendation on the student’s overall program as per SGS Regulations 4.9.3.1 and 4.13.1(f).

As this is part of the program requirements, the Supervisory Committee will complete the Supervisory Approval Form only after the successful completion of the MSc Oral Defence. If any corrections to the thesis are recommended by the committee, these corrections will be made prior to completion of the Supervisory Approval Form. The thesis can then proceed to examination following SGS procedures.
PROPOSED CALENDAR CHANGES (underlined and italicized) to accompany addition of MSc Oral Defence Requirement to Program

Proposed Calendar Changes:

25.6 Biochemistry

- www.mun.ca/sgs/contacts/sgscontacts.php
- www.mun.ca/science
- www.mun.ca/biochem

The Degree of Master of Science is offered in Biochemistry or Food Science to full-time and part-time students.

25.6.1 Admission

The admission requirements for the graduate programs in Biochemistry and Food Science are as given under Regulations Governing Master of Science Degrees.

25.6.2 Program of Study

1. The program of a candidate for the M.Sc. Degree shall be the responsibility of the supervisory committee, composed of the Supervisor and at least two other faculty members recommended with the concurrence of the Supervisor by the Head of the Department or delegate.

2. All students must enrol in Biochemistry 6999 (Seminars in Biochemistry and Food Science), and must complete Biochemistry 7000 (Graduate Skills) plus a minimum of 6 credit hours of graduate courses with a minimum B grade. Depending on the background and/or area of specialization, a candidate's program may include additional courses taken for credit in Biochemistry, Food Science, or related subjects.

3. It is the responsibility of the student to arrange regular meetings with the student's supervisory committee. A semi-annual report, prepared by the Supervisor and signed by all members of the supervisory committee, is required to be given to the Head of the Department or delegate.

4. **M.Sc. candidates are required to complete a M.Sc. Oral Defence of their thesis research.** The defence will be examined by the Supervisory Committee (at least three voting members) and chaired by the non-voting Deputy Head (Graduate), or delegate. The Defence and first round of questions will be open to the public; the second round of questions will be in camera. Outcomes of the examination will be:
   a. "Pass"—proceed to submission of thesis to SGS for examination; or
   b. "Re-Examination Required"—Oral Defence will be repeated no less than one week after the last exam, but within six months; if the re-examination is inadequate, then the supervisory committee will convene to make a final recommendation on the student’s overall program as per SGS Regulations 4.9.3.1 and 4.13.1(f); or
   c. "Fail"—if the student fails to perform the Oral Defence, then the supervisory committee will convene to make a final recommendation on the student’s overall program as per SGS Regulations 4.9.3.1 and 4.13.1(f).

5. **The M.Sc. Degree program will conclude with a thesis examination as prescribed in the Regulations Governing the Degree of Master of Science.**
4.9.3 Supervisory Reports

1. At least annually, the Supervisor, Supervisory Committee or the Department shall make evaluations of a student's progress in a program. Recommendations concerning continuation, amendment, or termination (see Termination of a Graduate Program) of a candidate's program, are sent to the Dean, who shall take appropriate action. Students shall be advised of the contents of this evaluation and the subsequent recommendation(s).

4.13 Termination of a Graduate Program

Grounds for termination of a graduate program are as follows:

1. a. Failure to comply with the conditions of admission into a program, unless the conditions of admission have been changed with approval of the academic unit and the School of Graduate Studies;
   b. Failure to register in any semester by the final date for adding courses (see Registration, Program Registration 1.);
   c. Failure to obtain the required grades in courses as stated in the appropriate degree regulations (see Evaluation);
   d. Failure in comprehensive examinations (see Comprehensive Examinations);
   e. Demonstrated lack of progress in a program supported by written documentation;
   f. Recommendation of the Supervisory Committee (see Supervision);
   g. Failure of Thesis, Project, or Internship (see Theses and Reports);
   h. Academic misconduct as outlined under General Regulations, Academic Behaviour governing the School of Graduate Studies.
## Committees

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<td>Travis Fridgen</td>
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<td>Shannon Sullivan (senior academic advisor)</td>
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<td>Janet Brunton</td>
<td>Rob Bertolo</td>
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<td>Suzanne Dufour</td>
<td>Ted Miller</td>
<td>Kathryn Hargan</td>
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<td>Yorck Sommerhauser</td>
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<td>Rebecca Newhook</td>
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<td>David Wilson (co-chair)</td>
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**FACULTY OF SCIENCE AWARDS COMMITTEE**
Christina Bottaro (C), Alison Malcolm, Craig Purchase, Alwell Oyet,

**REPRESENTATIVES FROM OTHER COUNCILS**

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<tr>
<th>FACULTY OF BUSINESS</th>
<th>Oscar Meruvia-Pastor</th>
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<td>Dawn Bignell</td>
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<td>MARINE INSTITUTE</td>
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<td>Tracey Edmunds</td>
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<td>Christina Bottaro, Asokan Varyath, Andrew Lang</td>
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<td>SCHOOL OF NURSING</td>
<td>Scott Harding</td>
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**STUDENT UNIONS REPRESENTATIVES TO FACULTY COUNCIL**

| GSU |  |
| MUNSU |  |
Dean of Science Award for Distinguished Emerging Scholar:

Nomination Deadlines February 1, 2020

The completed nomination form and tenure package must be submitted by the nominator. Nominations for this award are generally made by the candidate's home Department Head or delegate. Normally only one nomination per department will be accepted, though a second nomination may be made, with proper justification. Self-nominations will not be considered.

Eligibility

The Dean's Award for Distinguished Emerging Scholar may be made to any current Regular Faculty Member within the Faculty of Science in the year in which they are applying for tenure.

The Selection Committee shall be the Faculty of Science Awards Committee. Normally a maximum of one award will be made annually. The committee can recommend that no award be made in a given year if, in its opinion, none of the files examined present a sufficiently compelling case. Likewise, if the committee feels there is more than one exceptional candidate more than one award may be made.

Questions of interpretation or application of award eligibility criteria and procedures shall be referred to the Dean of Science, whose decision will be final.

The Award

Recipients of the Dean of Science Award for Distinguished Emerging Scholar will be honoured with the following:

1. $1,000 to be used by the recipient in support of research activities
2. Recognition and citation from the Dean of Science

Criteria

Nominees will be adjudicated based upon the quality, excellence, and impact of both their teaching and research. The candidate's national and international stature as a researcher assessed by their peers will form a vital piece of the overall selection. In the context of this award, research refers to peer-reviewed, adjudicated or equivalent research/scholarly work. Indicators of outstanding performance will be evaluated using the criteria for the President's Award for Outstanding Research:
1. Evidence of scholarly dissemination (e.g., publication in refereed journals or series or by publishers recognized as leaders in the field, performances of artistic works, leadership performances (conducting, directing), juried art shows, archival projects, etc.).

2. High ratings of the publications and other research or creative work as attested (where appropriate) by citations indices, by references in published literature, or in letters from distinguished scholars or critics in the field.

3. Favorable published reviews of the publications or creative works.

4. Awards by professional associations for outstanding research or creative work.

5. Grants based on competitive jury recommendations.

6. Research leadership, as evidenced by team achievements.


8. Any other clear evidence of exceptional contribution to the chosen field.

**Nomination Process**

**Nomination Documents**

The nomination documents will consist of the tenure dossier as laid out in the current collective agreement and a letter from the Nominator explaining why they feel the Nominee should be considered for this award. The Nominee must also agree, by signed letter, that the tenure package can be accessed by the Faculty of Science Awards Committee.
Nomination form for the Dean of Science Award for Distinguished Emerging Scholar

Name of Nominee:

Name of Nominator:

Position of Nominator (e.g. Chair of XX Department):

Please attach:

1) Permission from nominee to use tenure dossier (e.g. via email) which will then be provided to the awards committee by the DOS office.

2) Letter outlining why nominee should be given the award (written by nominator)