

## Senate Meeting

Rosaria Boardroom March 27, 2000

A meeting of the Senate was held at 7:30 p.m. on Monday, March 27, 2000, in the Rosaria Board Room.

**Present:** S. Brown (Chair), P. Baker, I. Blum, B. Casey, F. Early, D. Furrow, C. Ferns, P. Glenister, B. Harvey, F. Harrington, C. Hill, N. Hill, N. Kayhani, M. Lyon, M. Mahshi, C. Mathieson, M. McIntosh, J. Mills, L. Neilsen, G. Nepean, B. Rao, R. Sampson, L. Theriault, P. Watts, J. Woodsworth, J. Young.

**Regrets:** B. Hodkin, M. MacMillan, C. Portolesi, M. Raven, T. Richards, B. Taylor, R. Warne.

**Guests:** R. Jeppesen, T. Roberts

### 1. Approval of Agenda

**Moved** by G. Nepean, seconded B. Harvey by that the agenda be approved as amended. CARRIED

The minutes were amended to include item 7.11.1 with item 4, President's Announcements and to change item 7.11.3, from (for action) to (for information).

### 2. Approval of Minutes of February 21, 2000

**Moved** by B. Harvey, seconded by M. McIntosh that the minutes of February 21, 2000 be approved as amended. CARRIED

The minutes were amended under item 5, Question Period, to delete the word "President" in the first paragraph, third sentence.

### **3. Business Arising from the Minutes**

#### **3.1 Policy on Tape Recording of Senate Meetings**

S. Brown reported that the Senate Executive will revisit this policy and will forward a recommendation to Senate at the May 1 meeting.

#### **4. President's Announcements**

S. Brown reported that the provincial budget will probably be announced on April 6. As soon as budget information is made available, S. Brown will distribute the information to the university community.

S. Brown reported that the federal announcement regarding the 21<sup>st</sup> Century Chairs will be made soon.

S. Brown announced that F. Early was the recipient of this year's Award for Research Excellence. F. Early will be presented the award during the May convocation. S. Brown and Senate congratulated F. Early.

#### **5. Question Period**

There were questions regarding the status of English 1120. Members of Senate questioned if this course should be a university wide requirement. D. Furrow stated that this issue had been discussed with the Undergraduate Curriculum Committee and the Senate Committee on Teaching. The committees did not agree with making English 1120 an university wide requirement. A report presented by S. Drain indicated that the course does not make a difference in the writing skills of students. Alternative avenues for improving students' writing skills should be explored. Senate reinforced the importance of this issue and referred it to the Writing Initiatives Committee suggesting that representatives from the English

Department and Student Affairs attend a WIC meeting to discuss this issue. The Writing Initiatives Committee will take the suggestion under advisement.

There was concern that students enrolled in Business were still required to take English 1120.

There was also concern that many students lacked various university preparatory skills such as research literacy and mathematical competence.

## **7. Committee Reports (Standing and Ad Hoc)**

### **7.1 Senate Executive**

No report

### **7.2 Academic Appeals Committee**

L. Theriault reported there was one appeal before the committee. The committee will be meeting next week.

### **7.3 Academic Policy and Planning**

#### **7.3.1 Memoranda of Understanding**

J. Woodsworth discussed the background of each memorandum of understanding.

**Moved** by J. Woodsworth, seconded B. Harvey by that Senate endorse the Memorandum of Understanding with Bermuda College. CARRIED

**Moved** by J. Woodsworth, seconded by P. Watts that Senate endorse the Memorandum of Understanding with the Universidad Autónoma de Campeche. CARRIED.

The language of instruction at the Universidad Autónoma de Campeche is Spanish.

**Moved** by J. Woodsworth, seconded by G. Nepean that Senate endorse the Memorandum of Understanding with the Instituto Campechano. CARRIED.

There was a suggestion that a formal reporting mechanism be found to update Senate on the outcomes of each of the signed memoranda of understanding. The suggested specified time to report the outcomes is two years.

J. Woodsworth reported that CAPP is working on the third section of the Academic Plan in parallel with the Blueprint process of developing action plans. The Blueprint initiatives CAPP is addressing include how to attract and retain excellent faculty, how to attract and retain excellent students, and developing innovative programs.

J. Woodsworth stated that several programs were being developed such as a History and Information Technology cooperative program and a Cultural Studies program.

#### **7.4 Committee on Extended Learning**

R. Sampson reported that the committee was addressing the Blueprint 2000 initiatives. One suggestion has been the development of modules for distance students in the areas of research literacy, writing, mathematics refresher, etc. The Committee also discussed the student success program and that this program should be offered to some students before they are accepted into an academic program.

## **7.5 Graduate Studies**

R. Sampson reported that the committee has reviewed seven graduate thesis proposals for ethical approval. The Committee was also addressing the Blueprint 2000.

## **7.6 Undergraduate Curriculum**

### **7.6.1 Undergraduate Curriculum (for action)**

#### **7.6.1.1 Business & Tourism**

a) **Moved** by D. Furrow, seconded by J. Young to approve changing the Business 4499, Honours Thesis from a ½ unit to 1 unit. CARRIED.

- **Moved** by D. Furrow, seconded by M. McIntosh to approve changing the admissions requirements for the BBA Honours Degree. CARRIED.
  
- **Moved** by D. Furrow, seconded by J. Young to approve changing the honours degree requirements to a minimum of 10 and a maximum of 12 ½ units in Business Administration and Tourism and Hospitality Management. CARRIED.
  
- **Moved** by D. Furrow, seconded by J. Young to approve changing the honours degree requirements to include a concentration or major in one area as approved by the department and to include at least one unit at the 4000 level in addition to the Honours Thesis. CARRIED.

- **Moved** by D. Furrow, seconded by J. Young to approve changing the honours degree requirements to a GPA of 2.7 or better in 10 of the required honours units and in all of the units required in the area of concentration or major, with a grade of at least C- in each of these units; in addition, students must achieve a minimum grade of B- in the honours thesis and an overall GPA of 2.7 or more must be obtained in all courses counted for the degree beyond the first full five units. CARRIED.
  
- **Moved** by D. Furrow, seconded by J. Young to approve changing the first class honours requirements to include a GPA of 3.5 or better in 10 of the required honours units and with no grade below B- in all course counted for the degree beyond the first full five units taken. CARRIED.
  
- **Moved** by D. Furrow, seconded by J. Young to approve changing the honours degree requirements to include completing Business 4499, Honours Thesis with a minimum grade of B-. CARRIED.
  
- **Moved** by D. Furrow, seconded by J. Young to delete the requirement for Math 1130, Finite Mathematics (½ unit) from the Degree and Diploma in Business Administration. CARRIED.

The Department of Mathematics and Computer Studies has no objection to this request.

- **Moved** by D. Furrow, seconded by M. McIntosh to add to the Degree and Diploma in Business Administration a ½ unit of Arts & Science elective. CARRIED.

- **Moved** by D. Furrow, seconded by J. Young to approve the changes in the work term sequencing for the Bachelor of Tourism and Hospitality Management. CARRIED.

There was confirmation that students are required to end in an academic term.

### **7.6.1.1 History**

a) **Moved** by D. Furrow, seconded F. Early to approve the addition of HIST 2217, Canadian-American Relations - The Formative History. CARRIED.

- Moved by D. Furrow, seconded by F. Early to approve the addition of HIST/POLS 2218, Canadian-American Relations - Continental Nations. CARRIED.
- **Moved** by D. Furrow, seconded by F. Early to approve the deletion of HIST 3324, The History of Canadian-American Relations. CARRIED.

### **7.6.2 Undergraduate Curriculum (for information)**

The following curriculum changes were brought to Senate for information: **7.6.2.1 Mathematics & Computer Studies**

- Change to existing courses' prerequisites.

### **7.7 Committee on Appointment, Promotion and Tenure or Permanence for Academic Administrators (CAPTPAA)**

#### **7.7.1 Professors Emeriti (Confidential Business)**

Senate discussed CAPTPAA's recommendation for Professor Emeritus.

### **7.8 Committee on Information Technology and Services**

B. Harvey reported that the Committee met on February 25. The Committee discussed whether it should be involved in policy issues and the Blueprint 2000 initiatives. B. Harvey stated the Committee did not resolve these issues.

Senate confirmed that according to the Senate By-Laws the Committee should be involved in policy issues.

There were several concerns raised by Senators:

- The Committee did not provide feedback on the Senate's previous questions.
- The university community was unable to use technology last Saturday and Sunday. The IT&S department should provide better service (i.e., have someone on call during weekends and evenings).
- Student issues were not being addressed by the Committee.
- The Committee was not consulted regarding the department's Blueprint action plans.
- The terms of reference for the Committee should be revised. The terms of reference should be similar to those of the Senate Library Committee. For example, the Chair of the Committee on Information Technology and Services should not be the Director of the Department.

S. Brown stated that greater consultation will be a part of the Blueprint process. There will be discussion this week to prevent a similar situation experienced last weekend with technological downtime. The Committee will be meeting again on April 14.

## **7.9 Library**

B. Rao reported that the Blueprint submission from the Library will include feedback from the Senate Library Committee and library staff. The entire blueprint submission has been endorsed by the Senate Library Committee.

B. Rao stated that the Committee was concerned about the difficulty experienced by distance students in obtaining a library card. L. Theriault stated that distance library cards are sent to any student who requests one or to a whole class at the professor's request. B. Rao reported that the Committee believed that many professors and students were unaware of this opportunity to obtain a library card. She suggested that this information should be included in their course packages. L. Theriault will address this issue. The Department of Distance Learning and Continuing Education is revising the information packages sent to students at a distance.

A Senator expressed concern about appropriate access to electronic databases (i.e. Proquest) for distance students.



## **7.10 Nominations**

### **7.10.1 Ratification of Candidate for Review Committee for the President**

**Moved** I Blum, seconded by J. Young to ratify the election for Senate representative on the Review Committee for the President held at the last Senate meeting. CARRIED.

### **7.10.2 Recommendation for Undergraduate Admissions & Scholarships Committee**

**Moved** by I. Blum, seconded by J. Young that J. Morgenstern be elected to the Undergraduate Admissions and Scholarships committee for a term beginning immediately and ending June 30, 2002. CARRIED.

## **7.11 Research and Publications**

### **7.11.1 General Announcements**

C. Mathieson reported that the Research and Publications Committee Blueprint action plans have been forwarded to the Blueprint Steering Committee. C. Mathieson announced that F. Bennett and H. Li were successful in obtaining NSERC research funding in the most recent operating grants competition. The SSHRC funding announcement has been delayed until April. C. Mathieson introduced some of the features for a Research Office website (under construction).

### **7.11.2 Application for Internal Research Grant and Forms**

**Moved** by C. Mathieson, seconded by F. Early that Senate endorse the Application for an Internal Research Grant and accompanying forms. CARRIED.

### **7.11.3 MSVU Policies and Procedures: Ethical Review of Research Involving Humans**

C. Mathieson reported that the attached policy was the third draft and that the policy had received wide-scale consultation to date, including a presentation at the MSVUFA.

In response to questions, C. Mathieson confirmed that teacher evaluations, performance reports and quality assurance reports were excluded from ethical review.

Senate made the following suggestions for revision:

- Under article 10.4 b) and c) to specify destruction not archiving after the specified amount of time.
- There was a discussion regarding article 2.3 f) with a recommendation to delete this line

C. Mathieson stated that special cases may occur and the policy may need to be revisited in the future.

C. Mathieson will distribute the updated policy to department chairs and the faculty association within two weeks. The document will be ready by May 1 for a motion for endorsement by Senate.

## **7.12 Student Affairs**

C. Hill reported that the Committee had met and was working on Blueprint initiatives.

## **7.13 Committee on Teaching**

J. Woodsworth reported that the Committee was working on the Blueprint Action Plan. J. Woodsworth announced that P. Watts will be chairing the organizing committee for the Faculty Teaching Day.

## **7.14 Undergraduate Admissions and Scholarships**

L. Theriault reported that the Committee has been meeting regularly and was working on its response to Blueprint.

L. Theriault reported that the Committee has completed its bursary awards process for the year. The Committee received 529 bursary applications and made a total of 465 awards for a total of \$205,675.00. The awards ranged in value from \$50.00 to \$2000.00. The awards are on a needs basis. This year when the calculations were prepared, 64 students had a negative need, which meant their resources exceeded their need. Thus, the decision was made not to provide these students with a bursary because there was a large number of students with a demonstrated need. The Committee developed a template to standardize expenses and to compare these expenses to need for use mainly in cases where there was a large level of presented need. The rationale was that there was a great amount of need that could not be supported and the bursary level could not support certain levels of lifestyle. The Committee tried to standardize the award to ensure that a certain portion of need was being met. The figures generally reached the 25-26% range. In general, the students put forward a demonstrated need of \$946,000, which was met by awards totalling \$205,675.00.

L. Theriault reported that the Committee was still working on the revisions to the admission process. The last point to be settled is the consideration of the International Baccalaureate as a means of transfer credits to students. L. Theriault met with the Chairs of the Arts and Sciences departments to discuss this issue. Course descriptions were then forwarded to the departments. The Chairs were asked to respond to this issue by March 29. The Chairs were also given an opportunity to request further discussion. If further discussions are not requested, the Committee will proceed to finalize the admission changes and bring the changes to the May 1 Senate meeting.

The Committee has set its working session for the entrance scholarship awards on April 3 and offers will be mailed on April 15.

L. Theriault stated that the Committee recommends that the admission requirements for British students who completed their "A" levels be reduced.

## **8. Other Reports**

### **8.1 Board of Governors**

No report

### **8.2 Student Council**

M. McIntosh announced the Student Council Election results:

- C. Nickerson - President
- S. Randall - Executive Vice-President
- N. White - Internal Vice-President
- B. McNeil - External Vice-President
- T. Roberts - Academic Vice-President
- C. Portolesi - Race and Genders Relations Vice-President

M. McIntosh indicated there were close races for the contested positions.

M. McIntosh reported that the Awards Night was a success. M. McIntosh congratulated L. Theriault, F. Cody, B. Church and K. Darvesh for receiving the Honourary Student Council Membership.

Student Union leaders meet with the Minister of Education on March 10. There were no definite answers to questions asked.

A tuition presentation was given to the Board Finance Committee on March 10. B. Harvey is preparing a courses evaluation presentation for Senate on May 1; T. Roberts will be presenting. The Student Union has been working on Blueprint 2000 action plans. M. McIntosh thanked T. Roberts, P. O'Neill, and cast for their hard work producing the play Swingtime Canteen which wrapped up last weekend. Representatives from the Student Union participated in various events in conjunction with the Women's Studies Department during International Women's Week.

M. McIntosh stated that results of the CFS referendum will not be announced until they receive the data from Financial Services on how many voting students paid student union fees.

## **9. New Business**

### **9.1 Request to Rescind Degree**

A confidential discussion was held regarding a student request.

**Moved** by R. Sampson, seconded by M. McIntosh that Senate rescind the discussed degree. CARRIED.

(15 in favour, 5 opposed, 4 abstentions).

It is noted that the action taken was of an extraordinary nature. Senate recommends that the graduation handbook be reworded to ensure that students are aware that the convocation fee is a separate processing charge for graduation. Senate also recommended that the Policy to Collect Fees be reviewed.

#### **10. Items for Communication**

The 2001-2002 Calendar will communicate course and program changes. The Research Office will circulate the revised internal grant policy and forms.

#### **11. Adjournment**

**Moved** by G. Nepean, seconded by C. Ferns that the meeting be adjourned at 9:52 p.m.  
CARRIED