

Senate Meeting
Rosaria Boardroom

March 1, 2004
7:30 p.m.

Minutes of Meeting

Present: S. Brown (Chair), P. Baker, K. Blotnicky, S. Bornemann, K. Darvesh, M. Fitzgerald, C. French, F. French, P. Glenister, F. Harrington, E. Hicks, M. Lyon, A. MacGillivray, J. McLaren, R. MacNeil, S. Medjuck, J. Mills, D. Norris, P. O'Neill, D. Plumb, S. Seager, L. Steele, L. Theriault, S. Walker, P. Watts, A. Whitewood, D. Woolcott

Regrets: B. Casey, K. Dewar, S. Drain, R. Farmer, K. Harding, C. Hill

Guest: M. Landreville

1. Approval of Agenda

Moved by F. French, seconded by D. Woolcott to approve the agenda with the addition of item 8.2, Board of Governors. CARRIED.

2. Approval of Minutes of January 26, 2004

Moved by M. Fitzgerald, seconded by F. French to approve the Minutes of January 26, 2004, with the following changes:

Under President's Announcements: replace "MOU" with "Memorandum of Understanding"

Under 7.8: change the last sentence in the report to included P. Watts as an attendee at the meeting to prepare a President's Forum presentation on a Learning Commons within the library.

CARRIED.

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. President's Announcements

S. Brown encouraged senators to submit nominations for honorary degree candidates. The next deadline for nominations is March 31, 2004.

The president encouraged senators to participate in the SSHRC consultation, *Campus Dialogue*. SSHRC's intention is "to transform SSHRC from a granting council to a knowledge council." Funds have been made available to universities to conduct an extensive consultation. P. O'Neill has circulated the document to eligible faculty. The president urged faculty to respond to the ideas in the document via a questionnaire that will be sent out from the research office. P. O'Neill will subsequently prepare a written report to SSHRC. S. Walker suggested that faculty might want to include suggestions for increased funding for electronic research support, such as the Canadian National Site Licensing Project.

5. Question Period

Noting that the first on-line edition of *Insight* has been created, a senator questioned whether *Insight* could be created in HTML format which could then be cut and pasted. A. Whitewood agreed to consider the suggestion.

Commenting on a matter raised previously, a senator suggested that mass production of the telephone directory might be more cost effective than printing the directory from the intranet. D. Woolcott responded that D. Forbes has circulated a document to the Mount community outlining ideas and inviting feedback. One plan is to be able to download either the entire directory or by department only.

6. Unfinished Business

There was no unfinished business.

7. Committee Reports (Standing and Ad Hoc)

7.1 Senate Executive

7.1.1 Revision to By-Law 14.10 SCOTL

Moved by E. Hicks, seconded by F. Harrington that Senate approve the revisions to By-Law 14.10 SCOTL. CARRIED.

7.2 Academic Appeals Committee

L. Theriault reported that the Academic Appeals Committee is working through its agenda of appeals. Discussions are ongoing with SCOTL with a view to bringing the two committees together to discuss appeal procedures for PLAR.

In response to a question concerning whether general information about results of academic appeals could be made available to department chairs, L. Theriault noted that the committee's annual report provides an overview of appeal cases. She noted that since it might be possible to identify student from even a small amount of information, it would be impossible to release details of cases.

7.3 Academic Policy and Planning

7.3.1 Revised Policies and Procedures for the Review of Academic Programs

D. Woolcott summarized and explained the proposed revisions to the current Policies and Procedures for the Review of Academic Programs.

Moved by D. Woolcott, seconded by J. McLaren that Senate approved the Revisions to the Policies and Procedures for the Review for the Review of Academic Programs. CARRIED.

P. Baker noted that the revised version of the policies and procedures omitted the words "creatively and critically," and suggested that they be added. D. Woolcott responded that while this is a goal of the academic program, there is little concrete date to rely on; therefore, CAPP suggested the change to soften the wording. D. Woolcott noted that the goals are those of every institution of higher learning, and noted that CAPP would consider additional qualifications on the advice of Senate.

Referring to Appendix C, S. Seager suggested that the document clarify how and when department chairs would received the information for the Self-Study Report. D. Woolcott responded that the policy requires that deans work with departments to determine when information will be received.

7.3.2 Memoranda of Agreement with NSCC

D. Woolcott summarized the proposed Memoranda of Understanding with the Nova Scotia Community College.

Moved by D. Woolcott, seconded by A. MacGillivray that Senate approve the five Memoranda of Understanding between Mount Saint Vincent University and the Nova Scotia Community College. CARRIED.

7.4 Graduate Studies

7.4.1 Business Administration and Tourism

a) New courses

- i. GTHM 6101 – Contemporary Principles and Practices of Tourism
- ii. GTHM 6305 – International Travel and Tourism

Moved by M. Lyon, seconded by A. MacGillivray that Senate approve the addition of GHTM 6101 and GTHM 6305. CARRIED.

Responding to concerns that the prerequisites for GTHM 6101 and 6305 are confusing, senators agreed to change the wording in both to: “Normally students must be accepted by the Master of Business Administration (MBA) program at the Edinburgh Business School (EBS), Heriot-Watt University. Alternatively, students who are enrolled in other graduate programs at Mount Saint Vincent or other universities will be welcome to take the course as an elective depending on their program requirements.”

In response to a question concerning whether the MPHEC would approve the offering of graduate courses in a program that does not currently have a graduate program, M. Lyon indicated that the Mount is offering courses only, not a degree. She noted that MPHEC approval would be required if the Mount and Heriot-Watt University move toward offering a joint MBA.

7.5 Undergraduate Curriculum

There was no report.

7.6 Committee on Appointment, Promotion and Tenure or Permanence for Academic Administrators (CAPTPAA)

There was no report.

7.7 Committee on Information Technology and Services

There was no report.

7.8 Library

F. French reported that an external review of the library will take place on March 18 and 19. S. Walker reported that an open meeting has been held with the Library Committee and department chairs to discuss the review.

Nominations

Moved by A. MacGillivray, seconded by E. Hicks that K. Blotnicky be elected as the Senate representative on the Search Committee for the Dean of Education. CARRIED.

7.9 Research and Publications

P. O’Neill reported that SSHRC has circulated a document entitled “*From Granting Council to Knowledge Council*.” The research office has prepared a questionnaire which will be discussed at meetings of the chairs of Arts and Science, and Professional Studies departments and of the Graduate Studies Committee. Academic departments will be requested to discuss the questionnaire and return responses to the research office.

The University must report to SSHRC by May 1 in order for SSHRC to develop a document that will be discussed at the Humanities and Social Science Conference being held in Winnipeg in early June. Dr. O'Neill informed Senate that M. Renaud, President of SSHRC, will explain the transformation process at Saint Mary's University on March 16 at 8:00 p.m.

7.11 Student Affairs

D. Woolcott reported that a meeting of the Student Affairs Committee will take place on March 2.

7.12 Committee on Teaching and Learning

E. Hicks reported that the Committee on Teaching and Learning met recently. She reported that the Instructional Leadership Award will not be presented this year.

E. Hicks reported that S. Drain spoke at a Brown Bag Lunch which was held in February. E. Bowering will speak on academic integrity at the March 11 Lunch.

Prof. Hicks reported that a report on plagiarism has been received from WIC. The committee will discuss recommendation from SCOTL. She further reported that planning for Faculty Day in September is underway.

7.13 Writing Initiatives

There was no report.

7.14 Undergraduate Admissions and Scholarships

L. Theriault reported that the committee is working towards revising the admissions requirements to the University. The committee is developing an agenda for considering entrance scholarships for September 2004.

7.15 University Research Ethics Board

P. O'Neill reported that the Tri-Council has suggested minor revisions to the ethics procedures component of the internal procedures document that was recently submitted to the Council. The document will be presented to the March 29 Senate meeting.

8. Other Reports

8.1 Students' Union

R. MacNeil reported that the Student Council will hold an open meeting on March 2 to respond to questions concerning faculty negotiations.

Student elections will begin March 3. There will be a one week nomination period with the vote taking place on March 17 and 18. It is expected that results will be announced the evening of March 18.

R. MacNeil reported that P. Fielding will join Senate as the Graduate Studies representative.

8.2 Board of Governors

P. Baker reported that the Board of Governors met on February 4. D. Woolcott, P. O'Neill and M. Lyon reported to the Board on internationalization at the University. The presentation noted the incorporation of international content into the Mount's curriculum, the development and expansion of international research and teaching exchange initiatives, the role of distance learning in internationalization, international partnerships and programs, and the increasing enrolment of international students at the Mount.

The Board's Human Resources Policy Committee brought forward two motions for consideration. The first motion recommended approval of an amended document detailing the Boards of Governors' key responsibilities. The second motion recommended the approval of an amended tuition waiver policy expanding the types of courses that are eligible for the tuition waiver, but with some added limitations, including a qualification period and a limit on the number of courses taken in a year and at any time that are eligible for the tuition waiver. Both motions were carried.

9. New Business

There was no new business.

10. Items for Communication

- a) D. Woolcott: Memoranda of Agreement with NSCC
- b) D. Woolcott: Revised Policies and Procedures for the Review of Academic Programs
- c) M. Lyon, D. Woolcott: Tourism courses to Heriot-Watt University

11. Adjournment

Moved by F. Harrington to adjourn at 8:30 p.m.

Respectfully submitted,

R. Dankner
Acting Recording Secretary of Senate