

## Senate Meeting

Rosaria Boardroom May 1, 2000

A meeting of the Senate was held at 7:30 p.m. on Monday, May 1, 2000, in the Rosaria Board Room.

**Present:** S. Brown (Chair), I. Blum, B. Casey, D. Furrow, C. Ferns, P. Glenister, B. Harvey, F. Harrington, C. Hill, B. Hodkin, M. Mahshi, C. Mathieson, L. Neilsen, C. Nickerson, B. Rao, M. Raven, T. Richards, T. Roberts, R. Sampson, B. Taylor, L. Theriault, R. Warne, P. Watts, J. Woodsworth, J. Young.

**Regrets:** P. Baker, F. Early, N. Hill, N. Kayhani, M. Lyon, M. MacMillan, J. Mills.

**Guests:** J. Gordon, R. Jeppesen, M Ralston.

### 1. Approval of Agenda

S. Brown welcomed C. Nickerson and T. Roberts to Senate.

**Moved** by M. Raven, seconded by C. Ferns that the agenda be approved as circulated. CARRIED

### 2. Approval of Minutes of March 27, 2000

**Moved** by B. Harvey, seconded by P. Watts that the minutes of March 27, 2000 be approved as amended. CARRIED

The minutes were amended to change item 5, Question Period, the fifth sentence "A report presented by S. Drain indicated that the course does not make a difference in the writing skills of students." to "D. Furrow noted that no measurable effects of writing courses have been found." The minutes were amended to delete B. Hodkin and B. Taylor as present.

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

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

The Policy on Tape Recording of Senate Meetings was discussed under item 7.1.1.1.

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

S. Brown informed Senate that a call for Nominations for Honourary Degrees has been distributed to the university community. She notified Senate that nominations will be discussed during the September Senate meeting. S. Brown announced that one honorary degree candidate for the May convocation was unable to attend. E. May will speak at both ceremonies.

S. Brown reported that the provincial budget had a slight increase for the university. She noted that the increase was not for capital funds. To date, the University does not know the extent of the grant.

S. Brown reported that the university presidents' have received notification on the 21<sup>st</sup> Century Research Chairs. The university will receive one senior chair, and potentially, three junior chairs in each of the succeeding years. The junior chairs will be awarded only if the university's federal research grant totals meet a specified average over the three-year period. Senior Chairs are funded for seven years and junior chairs for three years. A member of Senate expressed concern that, when the 21<sup>st</sup> Century Research Chairs funding might end, the university will have to cut money from other areas to maintain these chairs. Senate agreed that further analysis of this issue was warranted before implementation.

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

There were no questions.

## **6. Unfinished Business**

There was no unfinished business.

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

### **7.1 Senate Executive**

#### **7.1.1 Report on the Freedom of Information & Protection of Policy (FOIPOP) Act**

S. Brown notified Senate that the FOIPOP Act was amended to include university records. She noted that universities will be required to comply with the legislation on November 23, 2000. B. Casey gave a short presentation to familiarize Senate with the Act. B. Casey answered questions regarding confidential records, basing opinion on facts, email documents, and teaching notes. B. Casey briefly described the appeal process. She noted that more specific information regarding FOIPOP will be forthcoming.

##### **7.1.1.1 Endorsement of Senate Records Policy (documentation included)**

**Moved** B. Casey, seconded B. Rao that Senate adopt the Senate Records Policy. CARRIED

There was a discussion regarding the retention schedule of Senate audio recordings.

**Moved** by C. Ferns, seconded by B. Taylor that the Senate Records Policy be amended under item 3, Tape Recording of Senate Meetings, third sentence to read "The tapes will be used for clarifying and confirming the minutes and will be preserved for a period of 3 years from the date of that particular meeting. " Withdrawn.

**Moved** by C. Ferns, seconded by B. Casey that the Senate Records Policy be amended under item 3, Tape Recording of Senate Meetings, third sentence to read "The tapes will be used for clarifying and confirming the minutes and will be preserved for a period of 2 years from the date of that particular meeting. " CARRIED 17 approved, 2 opposed.

Senate agreed that potential Senators and visitors to Senate must be informed that they will be audio-taped during Senate meetings and that these tapes may be released to the public.

Senate agreed that once a university-wide records policy has been developed it will state "All retention policies will be reviewed every three years."

#### **7.1.1.2 Addition of By-law 15.4 (Notice of Motion - documentation included)**

At the May 5 Senate meeting there will be a motion to add the Senate Record Policy to the Senate By-laws under item 15.4, Senate Records.

#### **7.1.1.3 Deletion of By-law 8.5 (Notice of Motion - documentation included)**

At the May 5 Senate meeting there will be a motion to delete By-law 8.5 which states "Tape recordings of Senate meetings shall be preserved permanently in the Senate Office."

#### **7.1.1.4 Proposal for Senate Webpage (documentation included)**

S. Brown discussed having a Senate Webpage which will allow the public on-line access to Senate minutes. Senate was asked to review the webpage template and make recommendations. Members of Senate felt a parallel page for the Board of Governors would also be appropriate.

## **7.2 Academic Appeals Committee**

L. Theriault reported that the Committee had ongoing business but no appeals before it.

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

#### **7.3.1 Women's Studies Structure Proposal**

J. Gordon discussed the rationale behind the proposal. M. Ralston answered questions from Senators and stressed the importance of diversity within the department.

**Moved** by J. Woodsworth, seconded by B. Harvey that Senate endorse the Women's Studies Structure Proposal. CARRIED

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

R. Sampson reported that the committee was preparing its response to Blueprint.

### **7.5 Graduate Studies**

R. Sampson reported that the committee was preparing its response to Blueprint and reviewing these proposals for ethical approval.

### **7.6 Undergraduate Curriculum**

D. Furrow reported that the Committee was preparing a Bachelor of Arts Co-operative Education Program with Integrated Major and a Bachelor of Science Co-operative Education Program with Integrated Major for Senate discussion in the early fall. The Committee was also in the process of developing a Cultural Studies program.

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

No report

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

B. Harvey reported that the committee was discussing the Policy Advisory Committee on Electronic Information (PACOEI) terms of reference. S. Brown will be attending the committee's next meeting to discuss Blueprint 2000.

## **7.9 Library**

M. Raven reported that library representatives had successfully met with the Registrar's Office and the Distance Learning and Continuing Education Department to improve distance student access to library materials.

## **7.10 Nominations**

### **7.10.1 Senate Membership (for information)**

I. Blum reported that the Senate elections are complete and a complete list will be sent to Senators in the near future.

### **7.10.2 Senate Standing Committee Membership (for action)**

At the May 5 Senate meeting there will be a motion to recommend nominations for the Senate Standing Committees.

C. Hill noted that alternates for the Student Discipline Appeals Committee were also recommended for the Student Judicial Committee.

### **7.10.3 Nominations for Other Committees**

At the May 5 Senate meeting there will be a motion to elect B. Hodkin as the Senate representatives for the Search Committee - Dean of Arts & Science and to elect B. Frank as the Senate representative for the Search Committee - Dean of Professional Studies.

At the May 5 Senate meeting there will be a motion to elect a faculty representative for the Search Committee - Director of Information Technology and Services.

## **7.11 Research and Publications**

### **7.11.1 Announcements**

C. Mathieson announced that N. Okihiro was successful in obtaining SSHRC research funding in the most recent competition and that L. Brown received a contract from Agriculture and Agri-Food Canada.

Results from the April internal grant competition and the Release Time Awards will be forthcoming.

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

**Moved** by C. Mathieson, seconded by L. Neilsen that Senate endorse the MSVU Policies and Procedures: Ethical Review of Research Involving Humans. CARRIED

### **7.11.3 Revision to Article 1.2h in Policy for Integrity in Research and Scholarship**

**Moved** by C. Mathieson, seconded by R. Warne that Senate endorse the revision to Article 1.2 h in the Policy for Integrity in Research and Scholarship, Appendix I of the MSVU Collective Agreement.

CARRIED

### **7.11.4 Revision to Senate By-law 14.8 (Notice of Motion - documentation attached)**

At the May 5 Senate meeting there will be a motion to revise Senate By-law 14.8, under functions to include the following statements:

" - To serve as the review board for undergraduate research that exceeds minimal risk, if so stated within the d-REB policy."

"- To serve as the selection committee for the Award for Research Excellence."

## **7.12 Student Affairs**

C. Hill reported that the committee was preparing its response to Blueprint.

## **7.13 Committee on Teaching**

M. Raven reported that the Writing Initiatives Committee was developing a proposal for a writing skills foundation course. She noted that this proposal will be subject to wide consultation with the university community including Senate.

### **7.13.1 Instructional Leadership Award (documentation attached)**

J. Woodsworth noted that the AAU had an Instructional Leadership Award category and that the Committee on Teaching would adjudicate the award.

**Moved** by J. Woodsworth, seconded by M. Mahshi that Senate approve the establishment of the Instructional Leadership Award, to be governed by the circulated statement of policy and procedures. The statement of policy and procedures will clarify that full-time and part-time faculty can be nominated for this award. CARRIED

### **7.13.2 Revision to Senate By-law 14.10 (Notice of Motion - documentation attached)**

At the May 5 Senate meeting there will be a motion to revise Senate By-law 14.10, under functions to include the following statement:

"- to serve as the selection committee for the Instructional Leadership Award."

## **7.14 Undergraduate Admissions and Scholarships**

### **7.14.1 Recommendations to Revise the University's Undergraduate Admissions Requirements (documentation attached)**

**Moved** by L. Theriault, seconded by I. Blum that Senate approve the revisions to the University's undergraduate admissions requirements. CARRIED



L. Theriault reported that the Committee is preparing its response to Blueprint.

On April 14 University Entrance Scholarship offers were made. L. Theriault reported that new monies in scholarships increased the number of entrance award offers from last year's total of 88 to this year's total of 126. L. Theriault reported that five President's Scholarships which are renewable \$5,000 awards and two \$4,000 named endowed awards were offered. Eleven renewable \$4,000 awards were offered to the remaining entry students with the highest average. The acceptance date is May 8 and the return thus far is very positive. L. Theriault noted that the \$1,500 had only a 33% acceptance return. This category was replaced with a \$2,000 award category. L. Theriault reported that 318 students meet the entrance scholarship requirements.

## **8. Other Reports**

### **8.1 Board of Governors**

C. Ferns reported that the Board discussed the advances in scholarship offerings and issues relating to distance education.

### **8.2 Student Council**

C. Nickerson reported that the Student Union Selections Committee has hired its Pub Manager, Corner Store Manager, Fountain Play-Centre Director, and Publicity Assistant for next year. The Constitution and Policy Planning Committee has created and changed some policies for the student union. The Student Union has also hired a Records Manager to develop a retention policy for its records.

#### **8.2.1 Course Evaluations**

B. Harvey reported that the course evaluation process being investigated by the Student Union would involve a rating of course content and delivery. The purpose of the course evaluations would be to provide course background information to incoming students.

## **9. New Business**

There was no new business.

## **10. Items for Communication**

Items previously discussed will be communicated through the calender or through notices from the Senate Committee on Teaching.

## **11. Adjournment**

**Moved** by R. Warne, seconded by B. Taylor that the meeting be adjourned at 9:43 p.m.  
CARRIED