

SENATE MEETING MINUTES
December 13, 2013

The 553rd Meeting of the Senate of Saint Mary's University was held on Friday, December 13, 2013, at 2:30 PM, in the Secunda Marine Boardroom. Dr. D. Naulls, Chairperson, presided.

PRESENT: Dr. Dodds, Dr. Gauthier, Dr. Dixon, Dr. Bradshaw, Dr. Enns, Dr. Smith, Dr. Vessey, Dr. Naulls, Dr. van Proosdij, Dr. Sewell, Dr. Russell, Dr. Power, Dr. Secord, Dr. Austin, Dr. Francis, Dr. VanderPlaat, Mr. Hotchkiss, Ms. Marie DeYoung, Mr. Gordon Michael, Mr. Coady, Mr. James Patriquin, Mr. Mark Slaunwhite, and Ms. Bell, Secretary to the Office of Senate.

REGRETS: Dr. Bjornson, Dr. Gilin-Oore, Dr. Kozloski, Dr. Stinson, Dr. Street, Mr. Gorba Bhandari and Mr. Ermal Loshi.

Meeting commenced at 2:30 P.M.

13021 **REPORT OF THE AGENDA COMMITTEE**
The report of the Agenda Committee was accepted.

13022 **MINUTES OF THE PREVIOUS MEETING**
Minutes of the meeting of October 11 2013, were *circulated* as **Appendix A**.

Moved by van Proosdij, and seconded, **'that the minutes of the meeting of October 11, 2013 are approved as circulated.'** Motion carried.

13023 **BUSINESS ARISING FROM THE MINUTES**
None

13024 **PROFESSOR EMERITUS RECOMMENDATIONS**
Documentation circulated at the meeting as **Appendix B1 and B2**

Key Discussion Points:

- Dr Ken Hill, Department of Psychology
There being no discussion the following motion was made:

Moved by Dodds, and seconded, **"that the Senate award the honorary rank of Professor Emeritus to Dr. Ken Hill in the May Convocation."** Motion carried unanimously.

- Dr Robert McCalla, Department of Geography
There being no discussion the following motion was made:

Moved by Dodds, and seconded, **“that the Senate award the honorary rank of Professor Emeritus to Dr. Robert McCalla.” Motion carried unanimously.**

13025

REPORTS OF STANDING COMMITTEES

.01

Academic Regulations Committee, Academic Calendar of Events circulated as **Appendix C**

Key Discussion Points:

- This calendar has exactly the same number of teaching days in both terms.
- We were hoping to add teaching days through the implementation of the new software. We have added an extra study day into the schedule and we are starting exams on the Monday in both fall and winter terms.
- Question: June 2nd is the deadline for fall graduation and does not provide enough time to receive marks from courses taken on letters of permission. If a student has a deficiency they have been able to change their schedule for the second term to compensate for that and not have a negative impact to their graduation timing. With the deadline being September 2nd this would not be possible. Could we change those dates so that we could deal with this? Answer: We could move the deadline of June 2 to July 1 but because of summer vacations and the fact that applications for graduation must all go through Heather Harroun, we would not be able to guarantee that all applications would get processed.
- Question: Isn't the software available in the public domain for checking programs and compliance for graduation sufficiently robust that the student would know if they had any deficiencies? Answer: Yes but we still get students that are not aware of their deficiencies. There are other minor reasons why some deficiencies would not show on the CAPP system.
- International Students were upset this term because exams were scheduled until Dec 18 but they actually finished earlier. Because of this discrepancy, these students missed out on opportunities for flight sales and they were not able to fly home for Christmas. Response: We really didn't have a sense of how much time the software would save in regard to the exam period. We had to experience one full application of the program before we could accurately forecast how much time would be saved. In an attempt to compensate for this, the exam schedule was circulated earlier than it has been in past years. The new program resulted in a shorter exam period and in the future students will have adequate notice and this should not be an issue.

Moved by Dixon and seconded, **“that the 2014-2015 Academic Calendar of Events is approved to include the friendly amendment to change the June 2 deadline for filing an application for graduation for Fall Convocation to July 1.” Motion carried.**

.02 Academic Planning Committee

a) Gorsebrook Research Institute for Atlantic Canada Studies, **Appendix D**

There being no discussion, the following motion was made:

Moved by Gauthier, and seconded, **“that the Senate approves the self-study of the Gorsebrook Research Institute as meeting the reporting requirements set out in Section 3.3 of the Senate Policy Governing the Establishment, Reporting and Review of Institutes and Centres at Saint Mary’s University (8–1009).”** Motion carried.

Moved by Gauthier, and seconded, **“that the Gorsebrook Research Institute is authorized to continue for an additional five year period as per section 3.3 b with the next review due during the 2017-2018 Academic Year.”** Motion carried.

b) CN Centre for Occupational Health and Safety, self-study, **Appendix E**

Key Discussion Points:

- Question: In section 13 - Issues and Concerns – It is noted that the position of Director comes with a limited teaching release of 0.5 but due to the situation there is take advantage of this and no flexibility to reallocate these funds to hire personal administrative support (which they say is very limited). Is this only an issue within this centre? Answer: Faculty should not take on overload teaching but taking on other administrative responsibilities is not an issue. There are other examples within the University of Faculty doing this.
- Question: Is this an issue unique to this centre or is it because of the department? Answer: This situation is because of the department and because they do not have the resources.

Moved by Gauthier, and seconded, **“that the Senate approves the self-study of the CN Centre for Occupational Health and Safety as meeting the reporting requirements set out in Section 3.3 of the Senate Policy Governing the Establishment, Reporting and Review of Institutes and Centres at Saint Mary’s University (8–1009).”** Motion carried.

Moved by Gauthier, and seconded, **“that the CN Centre for Occupational Health and Safety is authorized to continue for an additional five year period as per section 3.3 b with the next review due during the 2017-2018 Academic Year.”** Motion carried.

c) Atlantic Metropolis Centre annual report 2012-2013, **Appendix F** circulated for information only.

Key Discussion Points:

- This should be the final report from the Metropolis Centre as that project has been completed.

There being no objection, the annual report for the Atlantic Metropolis Centre was accepted into the record.

- d) Canadian Centre for Ethics in Public Affairs (CCEPA) annual report 2012-2013 attached for information only as **Appendix G**.

There being no objection, the annual report for the Canadian Centre for Ethics in Public Affairs (CCEPA) was accepted into the record

.03 Continuing Education Committee Annual Report attached as *Appendix H1, H2 & H3*

Key Discussion Points:

- There being no discussion or objections the annual report was accepted into the record as presented.

.04 Curriculum Committee semi-annual report circulated as *Appendix I-1 and I-2*.

Key Discussion Points:

- There will be an addendum report submitted in January to deal with outstanding revisions.
- This report follows the template that was included in the new Senate Policy. In the past it has been difficult to understand what is being changed. Hopefully this will make the report easier to understand.
- The new policy was adhered to with varying degrees of application.
- The course 'Cadaver Dogs' is a field course. Question: What is the definition of a field course? Answer: These are courses that take place outside of a classroom. Students may travel to other geographic locations or may be required to do things outside of the classroom.
- Page 76 MA WMGS – Program Requirements - page 62 – states "The is a thirty (30)". Revise to read "This is a"
- Page 69 - S1-94 Psychology as a Major Program – The header for this section should read Department of Psychology.
- The entry for EDUC 1000 Introduction to a University Education – re Bachelor of Environmental Studies (BES) (page 162-163) – appears to be attributed to the ENVS Dept and it is not. Response: This is just a reference note to indicate how the missing new course submission was identified.
- Question: Two history courses, submitted and approved by the Department and Faculty curriculum process have been condensed. The result is not acceptable. There are some courses with course descriptions that are longer than what was submitted. Answer: The curriculum committee has editorial authority for the content in the calendar. No effort was made to lengthen or change the content. Editorial changes are made to shorten the submitted descriptions in order to conform to the policy of a 50 word limit.
- The section header for IRST 2520/3430 doesn't match the content of the existing text Irish Studies 3454. It was noted that the header of the section and the course number for the existing text is wrong but the information in the change side of the table is correct.
- Question: Dean Enns requested to be allowed to submit revisions to the entry for The School of the Environment.

Moved by Dixon and seconded, “**that the report of the Curriculum Committee is accepted (with the revisions noted above), and that the material is approved for publishing in the 2014-2015 Academic Calendar.**” Motion carried.

- .05 Library Committee annual report attached as **Appendix J**
 - There being no objection the report was approved as submitted.
- .06 Literacy Strategy Committee annual report circulated as **Appendix K**
 - There being no objection the report was approved as submitted.

13026

REPORT OF AD HOC COMMITTEES

Academic Plan Implementation Committee 2012-2013 Progress Report attached as **Appendix L**.

- This is the first annual report being tabled to the Senate. When the Senate approved the Academic Plan they also approved a process of annual reporting.
- We have reported in a condensed and narrative manner following the structure of the areas identified in the Plan. These are the various activities that have been undertaken within the various academic units.
- At the back of the report there is an appendix that shows the six areas of emphasis from the 2012-2017 Academic Plan to facilitate the review of this document.
- Thanks to all the contributors of the information that was included in this report. The next report will be submitted in September 2014
- There being no objection the report was accepted as submitted.

13027

REPORT OF JOINT COMMITTEES

Honorary Degrees Committee, documentation to be circulated at meeting as **Appendix M**

- A brief background was presented

Moved by Dr. Dodds and seconded, “**that the Senate approves the recommendation for awarding an Honorary Degree as presented by The Honorary Degree Committee.**” Motion carried unanimously.

13028

NEW BUSINESS FROM

- a. Floor (not involving notice of motion)
 - Notice – election result for information only – Two faculty members of Senate elected by Senate for the Search Committee for the position of President, attached as **Appendix N**. Elected were: Dr. Madine VanderPlaat, Department of Sociology & Criminology and Dr. Roby Austin, Department of Astronomy & Physics
- b. Chair
 - 2013 Report on the Positive Action to Improve the Employment of women, Aboriginal Peoples, Visible Minorities, and People with Disabilities at Saint Mary’s University.
 - A member advised that all of the statistical data in this report is wrong. A corrected version will be generated.

13029

PRESIDENTS REPORT

Key Discussion Points:

- The new telescope has arrived and will be installed on Monday. The telescope was funded by an external donor.
- Subsequent to the election of a new Provincial Government, we are to meet with the new minister in the next week to begin discussions regarding funding. We have been told that we are not going to be cut back but there is no expectation for an increase in funding. The inflation rate is about 4%. 75% of our budget is salaries and benefits so it will be tough.
- The President's Council will be presenting their report as planned by next Thursday or Friday after which there will be a media release/press conference.

13030

QUESTION PERIOD

Key Discussion Points:

- Question: What is being done with the old telescope? Answer: At the moment it is in storage. There has been some discussion about having a group of students somewhere near the equator take responsibility for it. It was noted that there is a current Facebook interface in place for the *new* telescope. There is no reason why the Facebook interface couldn't happen with the old telescope, but it's all dependent on mount and surroundings, neither of which the old telescope has anymore.
- Question: What happens after the President's Council report is released? Answer: There will likely be some short-term and long-term action items which can be initiated. When you are attempting to change the culture of an organization, there are many aspects that need to be looked at. We are looking at the relationships between students unions and institutions and will be entering into conversations with SMUSA about that research.
- Question: Will it be the President's Office that will have oversight to ensure action on this? Answer: Initially that will be the case but there may be suggestions that would require other involvement. We will take this report under advisement. There may be some budget implications which will have to be considered. We are taking the report very seriously. The council has been meeting weekly and sometimes twice a week. The current SMUSA President Gorba Bhandari and a second student have been involved on the Council. Their last meeting is Tuesday and assuming they sign off on the report on that day, we will be releasing the report on Thursday morning at 10:30 AM.
- Question: Is the report going to be made available publicly? Answer: Yes. It should appear on our own website and that of the President's Council. There will be an Executive Summary as well. The intent is to be fully transparent.

13031

ADJOURNMENT

The meeting adjourned at 3:34 P.M.

Barb Bell,
Secretary to the Office of Senate