

**SENATE MEETING MINUTES
November 18, 2022**

The 638th meeting of the Senate of Saint Mary's University was held on Friday, November 18, 2022, at 2:00 PM, in CLARI meeting Atrium room 340. Dr O'Brien Chaired.

PRESENT: Dr Summerby-Murray, Dr VanderPlaat, Dr Bhabra, Dr Francis, Dr Ingraham, Dr Austin, Dr Barclay, Dr Brosseau, Dr Fan, Dr Grandy, Dr Hare, Dr Irving, Dr O'Brien, Dr Sanderson, Dr Stinson, Dr Ylijoki, Dr Zhyznomirska, Mr Brophy, Mr Peters Ms van den Hoogen, Ms Tyler, Ms Meyers, Ms Sergeant-Greenwood, Dr Hlongwane (ENGL), Ms Dooley (Sexual Violence Advisor), Mr Moffett (AVP People and Culture, Dr Kay, and Ms Bell, Secretary of Senate.

REGRETS: Dr Sarty, Dr Kocum, Dr Power, Dr Al Zaman, Ms Mihika, Mr Sogy, and Mr Wilson

Dr O'Brien called the meeting to order at 2:04 pm and provided a territorial acknowledgement.

23032 AGENDA COMMITTEE

Senators were advised that the President's report will be reordered to occur later in the meeting. The President is currently meeting with our Federal Government Champion, Carolyn Xavier, formerly Associate Deputy Minister of Immigration, Refugees and Citizenship. She is currently Chief of the Communications Security Establishment (CSE). The agenda was accepted as revised.

23033 PRESIDENT'S REPORT

Posted as **Appendix A** for this meeting (10 min). (Delay to approx. 2:35 pm)

Key Discussion Points:

The President is attending another event. His report will be addressed when he arrives. He referred to the report included with meeting materials and highlighted the following:

- The President hosted the Federal Government Champion, Carolyn Xavier prior to this meeting. This is a very strategic alliance.
- The President met with the high commissioner from New Zealand earlier today.

Discovery and Innovation in a Learning-Centered Environment

- Congratulations to all involved with the successful launch of the Report to the Community which contains several success stories of Research and Innovation. There is an incredible amount of research work and work results that were displayed during last week's 'Research Celebration.' This celebration was added as a new component of homecoming week and organizers are to be commended.

Intercultural Learning

- The Scarborough Charter Inter-Institutional Steering Committee has continued to meet to develop next steps on the Charter in the year ahead.
- The Black Inclusion Working Group at Saint Mary's has been established and we look forward to consultations in the months ahead.

Institutional Sustainability

- Homecoming weekend was safe and successful. It included many opportunities to welcome alumni and promote a sense of community on campus. In addition, we celebrated 50 years of research and outreach at the Burke Gaffney Observatory and heard from guest speakers.
- The President continues to Co-Chair the Shared Vision Technology Transformation Steering Committee within the Council of Nova Scotia University Presidents. The group continues discussion of the implementation of a common application portal and next steps on the introduction of MyCreds.
- Government Relations work continues, including meetings with colleagues at other universities on International Education, participation in a round table with the Federal Minister and Deputy Minister of Immigration, Refugees and Citizenship Canada, continued discussions with the Provincial Deputy Minister of Labour, Skills, and Immigration on topics like study permit processing, low application success rates in Atlantic Canada and pathways to dual intent.
- The Board Committees are highly active and engaged in many tasks including the President's annual evaluation.

23034

VICE-PRESIDENT ACADEMIC AND RESEARCH REPORT

Posted as **Appendix B** for this meeting (10 min).

Key Discussion Points:

- The enrolment report was addressed. The Registrar's Office has contacted students registered for first term and some others to encourage them to enroll in additional courses to bring them up to the criteria for classification as a "full-time student."
- Members requested that future enrolment reports include updates on FCEs as well as withdrawals and the uptake on pass/no credits for each faculty.
- The open house on October 27th was successful.
- The schedule for winter convocation was announced.
- There are three search/review committees working for the positions of University Librarian (review), Dean, Sobey School of Business (Search), and AVP Enrolment Management and Registrar (search).
- The Budget Advisory meetings have commenced for the 2023-2024 budget process.

23035

SMUSA PRESIDENT'S REPORT (Academic focus)

Posted as **Appendix C** for this meeting (5 min).

Key Discussion Points:

- This week, Ms Tyler participated in Advocacy Week events with Students Nova Scotia. This event was hosted on-campus with all NS institutions participating.
- This week, Open Education Resources were a focus of discussion. L

- Last week, Mr Cook worked in collaboration with the library on an OER workshop.
- A topic of discussion at council was how VISA applications impact enrolments and other related impediments.

23036

QUESTION PERIOD (length at discretion of chair based on business volume)

Key Discussion Points:

- Question: What is the minimum course load to be considered a full-time student? Answer: nine credit hours. We identified everyone at 3 or 6 credit hours and encouraged them to consider the list of resources available for them to become a full-time student.
- Question: Do we have to provide them with any resources for that? Answer: No. This was just an attempt to let them know they were below the threshold.
- Question: Do we have any info regarding how many students have not been able to be enrolled because of the VISA issues? Answer: This is not an easy question to answer. This is still a double-digit situation. If they can still take online courses for credit, they would still have access, and that time would still count as time studying in Canada. If they cannot find the courses they need online, they will go elsewhere. The Federal Government is investing in this situation. It is important for SMU to have online resources to address those situations. The VISA management office deals with these students and we do our best to get this information, but it is difficult.
- Question: Do you have a sense whether the proportion of students who choose W or P/NC options have been higher/lower/similar to previous years? Concern was expressed as such choices might signal students are struggling. Answer: This is our first year for the P/NC option, and we have 90 to 100 applications. The deadline is the add/drop date. This number might increase to 130. We have not looked at withdrawals.
- Question: Is the housing crisis causing issues for students? Answer: Our residence is at or just below capacity – approximately thirty-eight spaces are available. The transit situation has been an issue for off-campus students. There has been a government sponsored, fast tracked project that is still in negotiation to address this. There is not a great deal of confidence that the province will recognize this as an issue.
- Question: The student discussions during this week were focused on funding and the possibility of providing education around the tenancy act. We have talked to several members of government regarding student aid and information to inform students.
- Question: Is it possible the lower income condominiums going up could be approached for this purpose? Answer: We have been addressing the situation and because these are privately owned it is tricky. With the new housing strategy that is evolving we are hoping we will see a shift to more accessible housing for students. It is unfortunately not one person's jurisdiction.
- Question: Can we change the template that the numbers are being presented in to include things like the number of FCE of science courses or something else? Answer: We can report on FCEs of science courses.

- Question: Can someone that started this semester meet the requirement for permanent residency? Answer: No but that may be a temporary situation.

23037

MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting of September 16, 2022, were *circulated* as **Appendix D.**

Key Discussion Points:

- No discussion

There being no objections, **the minutes of the Senate meeting of September 16, 2022, are approved as revised``. Motion carried.**

Minutes of the meeting of October 14, 2022, were *circulated* as **Appendix E.**

Key Discussion Points:

- Dr Ylijoki's name is to be corrected.

There being no objections, **the minutes of the Senate meeting of October 14, 2022, are approved as revised.`` Motion carried.**

23038

.01

BUSINESS ARISING FROM PREVIOUS MINUTES

MEMBERSHIP ON SENATE COMMITTEES FOR 2022-2023

Nominations for Senate Committees for 2022 - 2023 Section A, B & C - **Appendix F**

SECTION A – As per September Senate minutes, further nominations from the Deans.

ACADEMIC APPEALS

Dr John Fiset (MGMT/Business)

ACADEMIC INTEGRITY

Dr Maryam Dilmaghani (ENGL/FGSR) (FGSR)

ACADEMIC INTEGRITY APPEALS BOARD

Dr. Shira Lurie (HIST/Arts)

ACCESSIBILITY COMMITTEE

TBA, (FGSR)

Key Discussion Points:

- No discussion

SECTION C – Ad Hoc, Joint and Presidential Committees

PRESIDENTIAL COMMITTEES

.0210 BUDGET ADVISORY COMMITTEE (2 members of the faculty appointed annually by Senate)

- **TBA** (alternate)
- **TBA** (alternate)

Key Discussion Points:

- No discussion

Drs Grandy and O'Brien will recruit for the Budget Advisory Committee.

Moved by Bhabra and seconded, **"that the nominees for Section A and C of the Membership on Senate Committees 2022-2023 (circulated at Appendix F) are approved as recorded above."** Motion carried.

.02 Accessibility Committee 2021-2022 Annual Report to Senate, **Appendix G.**
Key Discussion Points:

- This was deferred from the October Senate meeting with a request that a representative of the committee be invited to the Senate meeting. Dr Krishnamurti was one of the Co-Chairs and is no longer with SMU. Dr Hanley, the other Co-Chair, is currently on sabbatical and not available to attend. The committee currently has no chair. Brosseau and Tyler were members of this committee last year and both are current members of the Senate and are in attendance.
- Brosseau advised that bullet points 1 and 3 of the current terms of reference of this Committee (as expressed in the Senate Bylaws) are primarily related to the development and implementation of a Senate Policy governing accessibility. This committee worked long and hard under that mandate to produce the policy that was rescinded a year ago.
- The committee met in April and discussed a memo from the University Secretary, and the situation created when the existing Senate Policy was rescinded. There was also some dialogue between members that was conducted through email.
- The committee briefly discussed some perceived gaps at a meeting in April but that was primarily related to the role of Senate in the area of Accessibility. Accessibility is directly relevant to academic leadership, guidance, and assessments. A key concern was that the Senate was not addressed within the existing policy adopted by SMU.
- It was suggested that it would be pertinent for the Senate to have access to the memo from the University Secretary so senators would have time to digest it before a Senate discussion. We propose doing that at the January Senate meeting.
- Some concerns arising from committee discussions are summarized below:
 1. Question: How the institutional level legal obligation is distinct from the requirements of human rights legislation if the duty to accommodate students is based on "a ground protected by human rights legislation"?
 2. The committee needs the Senate to provide them with a revised mandate for any further progress to be possible. The committee asks that the framework and mandate provided in a memo from the University Secretary be brought before the Senate in January.
 3. Committee members do not agree that the "policy is outside of the jurisdiction of Senate." The Senate is responsible for academic leadership, guidance, and for Senate policies. Accessibility is an academic responsibility in that it affects teaching and assessment in particular.

4. It has been suggested that the role of this Committee should be advisory and educative to assist the Senate and members of faculty in contributing to an accessible and inclusive learning culture. The Accessibility Committee does not advise the administration. The committee should also not be responsible for educating individual faculty members. In addition, accommodation must be consistent with our obligations to perform our duties in such a way that we maintain academic integrity. Policies and procedures in this area must be set by the Senate, in accordance with any federal or provincial legislation.
- It was suggested that there may be a role for the Committee in ensuring that individual faculty members are aware of their individual responsibility to cooperate in the accommodations process.
 - Members were advised the University Secretary could not attend today due to a meeting conflict. She believes her memo may have been misunderstood and would like to review that memo with the committee as soon as possible. A meeting of the new 2022-23 membership is being organized.
 - Question: What is the timing of this coming to Senate? Answer: There is enough time between now and the January Senate meeting for this committee to meet to discuss how they want to approach the situation.

There being no further discussion or objection, the 2021-2022 annual report of the Accessibility Committee is accepted into the Senate record.

23039 REPORTS OF STANDING COMMITTEES

- .01 Academic Planning Committee (Dr Madine VanderPlaat)
- a) English Program Review **Appendix H** – APC Notice of Motion, **Appendix I** – Recommendation-Comparison summary, **Appendix J** – Self Study Report, **Appendix K** - Self Study appendices (K1-K8), **Appendix L** – Dean’s Response to Self Study, **Appendix M** - External Program Review Committee’s (PRC) Final Report, (**Note:** see the **APP I for the following two items**) – Program Response to PRC Report., and Dean’s response to PRC Report. (**Dr Gugu Hlongwane joining at 2:30 pm**)

Key Discussion Points:

- **Recommendation 1:** That first-year requirements for Majors and Honours students be made consistent across diverse sources of information. The department handbook for 2022-23 lists ENGL 1205 as required for the Majors and Honours program (but for Minors, just “three credit hours at the 1000-level”). The program page on the department’s website lists “three credit hours at the 1000-level” as the Majors and Honours requirement, and the Chair confirmed that this is the practice. Given the array of enticing new first-year courses and the diminishment of ENGL 1205’s role in the university, the broader and more open requirement makes much more sense; communicating it consistently across all platforms will ensure students who got interested in the Major through another first-year course don’t think they need to take ENGL 1205 as well, thus delaying progress and reducing elective room.

**APC commends the English Program for moving quickly to address this recommendation and resolve the issue identified in the Handbook.*

- **Recommendation 2:** That, with ENGL 1205 no longer required for students in any of SMU's three faculties, the department consider the course's role and purpose among its other first-year offerings: should it be a service course or a foundational entry-point for future English majors and Honours students? Students commented on the broad range of competencies students brought to 1205, leading to too much time spent in class bridging the gap between among students who needed basic training in essay writing and critical reading skills. Feasible options for addressing this problem include creating a dedicated section for students who are Arts based students, providing tutorial sections staffed by fourth-year students or future MA students registered in the proposed Creative and Critical Arts.
*APC concurs with the responses of the program and the Dean and requests a plan be developed as per the suggestion of the Dean to be reported on within the Action Plan.
- **Recommendation 3:** That the department consider splitting the 6 credit-hour course ENGL 2307 into two 3 credit-hour courses for more flexibility in student scheduling but also to introduce the possibility of splitting the staffing of the course and allow students who may transfer into English in Winter term to begin the required 'Literary Traditions' survey sooner. It could also allow the unit to target staffing to different historical periods based on faculty expertise at both PT and FT level.
*APC concurs with the Dean and strongly encourages the program to give sincere consideration to the benefits to students, faculty, and enrolment of addressing this recommendation.
- **Recommendation 4:** That the department consider creating a composition course for students wishing to hone humanities-based writing skills in an intensive and focused way. This would fill a gap that currently exists between the targeted services of the Writing Centre and the literature-based first-year curriculum and could provide an alternative to ENGL 1205 for students looking for a writing-based course. The course would be taught primarily by part-time instructors but could also be supported, if desired, by tenure-track teaching. This would be supported by part-time instructors and could be supervised by a Lecture Stream appointment.
*APC concurs with the Dean's response.
- **Recommendation 5:** That, given changing degree pathways for undergraduate students, including longer times to completion and lower course loads in the traditional September-April academic year, the department offer one or two more courses in the Spring-Summer session to help students catch up or get ahead. This might also include scheduling evening classes to fit student work schedules.
*APC concurs with the Dean's response and encourages the department to consider the value of summer offerings (both on-campus and remote) to enrolment.
- **Recommendation 6:** That, given the popularity of Creative Writing among students and the number of faculty practitioners, the department consider introducing one or two introductory Creative Writing courses at the first- or second-year level.

*APC concurs with the program and Dean and encourages the program to consider this recommendation with recommendations 2-4 above when determining which approach to take.

- **Recommendation 7:** That the department be more proactive in promoting its very attractive range of new minors to non-English majors, since currently English majors are more aware of and inclined to enroll in these minors than students majoring in other disciplines.

* APC supports the approach the program has taken to this recommendation.

- **Recommendation 8:** That the department be given greater control over its online presence, particularly its website, including the ability to post faculty profiles promoting members' expertise and accomplishments, which can be crucial tools in attracting research collaborators, undergraduate students, and future graduate program applicants.

*This is outside the purview of APC and Senate. APC encourages the department to work through the Dean to collaborate with External Affairs to address this recommendation. APC acknowledges that a new platform on faculty profiles is currently under development.

- **Recommendation 9:** That the department work with Communications and External Affairs to raise the profile of English Studies as a discipline of choice at SMU and the department (at 19 full-time members) as one of the largest at SMU and one of the largest in English in the region.

*APC encourages the program to consider this recommendation along with recommendation eight.

- **Recommendation 10:** That the department find ways to more visibly flag the interdisciplinarity of the department's programs/faculty, and the discipline of English studies, in keeping with the SMU academic plan's emphasis on "interdisciplinarity in the scholarship and in the classroom." This, along with the emphasis on transferrable skills, might help combat the perception (among students and parents as well as SMU administration) that an English degree is of less value than other programs.

*APC encourages the program to consider this recommendation along with recommendations eight & nine.

- **Recommendation 11:** That the department look for more ways to promote the fact that it (and SMU generally) is rooted in the community, as are the majority of its students. This would recognize the community engagement activities and ethic of community service that many full-time faculty embrace.

*APC concurs with the Dean and encourages the program to promote themselves more actively.

- **Recommendation 12:** That the university develop mechanisms to provide special funding for library acquisitions to support new program specializations and areas of research interest among recent hires: for instance, film and media studies, performance studies, Black Atlantic literatures.

*This is a budgetary issue and beyond the purview of APC and Senate. APC concurs with the Dean and encourages the program to work with the library to address this recommendation.

- **Recommendation 13:** That the department establish a system for booking existing spaces and/or expanding the spaces for part-time faculty to hold office hours to ensure the quality and confidentiality of office hours.
 *APC appreciates the limitations of space restrictions at SMU and encourages the program to work with conference services to identify existing tools to address this recommendation.
- **Recommendation 14:** That the department work with the Dean to further pursue a larger and more well-equipped humanities and media lab to support faculty and student needs, ideally in a different location. This resource could be made available to units outside the department to support interdisciplinary and intercultural work.
 *APC looks forward to the completion of the new lab to address this recommendation.
- **Recommendation 15:** That the department continue to pursue the introduction of an MA program in Critical and Creative Practice, with the following provisions:
 *APC supports the program response to this recommendation.
- **Recommendation 16:** That, once launched, the department use the existence of this MA program to further build their resources and undergraduate courses in creative writing, including currently un- or under-represented genres such as playwriting, screenwriting, and/or genre writing (e.g., speculative fiction). This may help the department define itself with students and prospective students as a place where the critical and the creative come together.
 *APC concurs with the Dean and asks the program to consider this recommendation concurrently with recommendations 2-5.
- **Recommendation 17:** That the department be provided with additional administrative staff resources to support the MA program once it is launched.
 *This recommendation has budgetary implications and is beyond the purview of APC and Senate. It is referred to the Program and the Dean for consideration during the annual budgetary process.
- **Recommendation 18:** That the department look for opportunities to incorporate experiential learning into its curriculum. This could include the development of an internship course (at the faculty level) for upper-level students.
 *APC encourages the program to work with the Director of Outreach and Experiential Learning to address this recommendation.
- **Recommendation 19:** That the department encourage the formation/resurrection of an undergraduate English students' association to foster greater cohort identity and move more fully on from pandemic isolation.
 *APC commends the program response to this recommendation.
- **Recommendation 20:** That the department explore ways to provide and promote more mentorship opportunities for upper-level students applying to graduate schools and/or seeking insight into career options for English Majors.
 *APC encourages the program to consider the response of the Dean.

- **Recommendation 21:** That the department continue to build on its strong faculty interests in EDII-based hiring, pedagogy, and research, and continue to work to decolonize its curriculum, along with the university as a whole, in the interests of reconciliation, as well as student recruitment/retention and adherence to evolving disciplinary best practices.
*APC supports the program's response to this recommendation and commends the department for the decolonization of their curriculum and pedagogies.
- Question: Do we keep track of the recommendations outside of the purview? Answer: APC has a spreadsheet on resource Gaps.
- The ERC report was incredibly positive. The value of an Arts degree is recognized and the department continues to work with the Arts Director for Outreach.
- The Department has been proactive in relation to addressing the requirement for alternatives for ENGL 1203.
- Creating Writing courses must audition by submitting a portfolio. The program is working.
- The spitting of ENGL 2307 is being rejected for academic and pedagogical reasons. A year long course is important for student retention and success.
- Existing course are already reading and writing intensive. A strong line presence is hindered by a lack of control over the existing content. Funding is also an issue.

Moved by VanderPlaat and seconded, "that Senate supports the recommendations from the APC arising from the undergraduate English program review as listed above." Motion carried.

Moved as an omnibus motion by VanderPlaat and seconded,

"that the English program submit an Action Plan, that is based on the preceding recommendations, to the Academic Planning Committee in time for the February 2023 meeting of the APC".

and

"that one year after the approval of the Action Plan, the English program submit a one-year report to the Academic Planning Committee on the progress made on the Action Plan according to Section 5 of the Senate Policy on the Review of Programs at Saint Mary's University".

and

"that two years after the approval of the one-year report, the English program submit a three-year report to the Academic Planning Committee on the progress made on the Action Plan according to Section 5 of the Senate Policy on the Review of Programs at Saint Mary's University".

Motion carried.

.02 Curriculum Committee

- i. Faculty of Science Curriculum Submission: Notice of Motion – **Appendix O1**, How to Review Instructions – **Appendix O2**, Science Course Submissions – **Appendix O3**, Science Program Submissions – **Appendix O4**.

Key Discussion Points:

- This is the first year that this process and subsequently the report have gone through the full workflow process using CourseLeaf.
- The Faculty of Science submission is presented to the Senate this month to spread out the volume of review work that is represented by these reports to Senate. This provides Senators with more time to be able to do the due diligence review that this type of submission requires. All faculties should be done by the December Senate meeting.
- The Associate Dean of Science advised that the programs have taken the program review process very seriously. Some significant curriculum revisions were made, some of them cultural. For the Biology degree, some impediments to student success were identified related to the prerequisite structure. They have developed an applied biology course that will be an interesting and innovative way for the first-year curriculum to be developed.
- A key change in Biology is nine credit hours in biology courses in their first year and they will be paying for their lab where they were not before. This is a major shift in how science is taught at SMU. This would be difficult to apply across all programs in the Faculty of Science. The Dean commends the Biology Department on this approach. The consideration of how these revisions affect the BSc program has been done at all levels and significantly discussed. We would be the first to take this approach in Atlantic Canada. This particular approach has the benefit of being more flexibility in delivery and scheduling.
- In the first year the lab classes are an extra 3 hours a week with a full class load. With this being included as a full class credit is a benefit to students.
- The total cost to the student will be the same. The ease of the scheduling of the students cannot be understated here.
- The Curriculum Committee would like to inform the Senate that members we will be conducting a calendar wide review and updating descriptions later in the year.

Moved by Peters and seconded, **“that Senate approve the Faculty of Science Curriculum submissions, as presented in Appendices O2 and O3 for insertion into the Academic Calendar for 2023-2024.” Motion carried.**

23041

NEW BUSINESS FROM

- a) Floor (not involving notice of motion)
- i. Presentation on the new Sexual Violence and Harassment Policy [Dee Dooley, Sexual Violence Advisor, supported by Mark Moffett (AVP People and Culture) and Tom Brophy (~20 min)]

Key Discussion Points:

- During the past year, the group worked to update the SMU Policy in this area.
- Dooley advised the following:
 - This policy is built from the work across the province and country to address and respond to sexual violence.
 - There was a report from the President's Council that underlies the work of this group.
 - Campus Engagement: March/April Virtual and in person focus groups, and anonymous online surveys.
 - Themes were identified during this consultation process. The purpose, jurisdiction and scope, and definitions were included/outlined.
 - It incorporates a broad definition of sexual violence including sexual harassment. Any cases will be processed and managed through the Health Services Office of Sexual Violence and Harassment.
 - The policy commits SMU to a consistent transparent and streamlined approach.
 - A list of regulations includes roles and responsibility, confidentiality and record-keeping, disclosure process, report process, and access to support for complainants and respondents.
 - There is an informal and formal resolution process for students, staff, and faculty.
 - Outcomes and disciplinary measures for students, staff, and faculty are included.
 - University, third party, and anonymous reports are included.
 - Reviews and appeal process for students, staff, and faculty are included.
 - Policy and regulations will be revised one year from approval and revised and thereupon every three years subsequently.
 - Controversial elements – restricts romantic and sexual relationships where there is a linear academic, supervisory, or reporting relationship. In some cases, visitors can file a report and off campus incidents can be reported. The ability to make a third party or anonymous disclosure is also included. It commits to an external investigator where possible. Internal training is being sought.
 - This policy will impact other policies 6.2001, 6.2013, 8-1020 and revisions may be necessary.
 - Communication strategy – Phase 1 – Market – Reach community through digital platforms, Engage community through events. Phase 2 – Distribute resources to community, Provide training for campus individuals.
 - Question: Is this policy already available? Yes.
- ii. As required in the Gift Acceptance Policy – Fiscal Year 2022 annual report to Senate listing gifts of \$5,000+ (E. Sargeant-Greenwood), **Appendix N**
Key Discussion Points:
New Gifts - Pledges
 - A hard copy of the community report was circulated to those participating in person.

- The top five trends and stories have been included in the community report.
- The work of the faculty and staff involved in engagement was acknowledged.
- The last two pages of the report are cash payments. The first pages contain all new pledges that have been received in that year. The full name of the person and/or corporation has been included.

Pledge Payments over \$5,000.

- There was a total of twenty-nine gifts/pledge payments.

23042

ADJOURNMENT

The meeting was adjourned at 4:03 P.M.