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SENATE MEETING MINUTES May 8, 2015

The 566th Meeting of the Senate of Saint Mary's University was held on Friday, May 8, 2015, at 2:30 PM, in the Secunda Marine Boardroom. Dr D. Naulls, Chairperson, presided.

PRESENT: Dr Dodds, Dr Summerby-Murray, Dr Gauthier, Dr Dixon, Dr Bradshaw, Dr MacDonald, Dr Smith, Dr Vessey, Dr Naulls, Dr Power, Dr Austin, Dr Bjornson, Dr Campbell, Dr Francis, Dr Gilin Oore, Dr Grek-Martin, Dr Kozloski, Dr Secord, Dr Short, Dr Stinson, Dr Takseva, Dr VanderPlaat, Dr Warner, Ms DeYoung, Mr Hotchkiss, Ms Rachel MacDonald, and Ms Bell, Secretary to the Office of Senate.

REGRETS: Mr Armony, Mr Rice, Mr Michael, and

Meeting commenced at 2:35 P.M.

14075 **REPORT OF THE AGENDA COMMITTEE**
The report of the Agenda Committee was accepted.

14076 **SPRING GRADUATES**
Hardcopies of the graduate listing were circulated as *Appendix A* to the Deans with a copy for the Senate File. A copy is available on-line.

Key Discussion Points:

- The number of graduates are down somewhat since last year. This will be a trend for the next couple of years because of the decrease in admissions over the past few years.
- The number of distinctions in Engineering has risen dramatically.
- There are 30 faculty members coming to convocation in the morning for the ceremony for Arts and Science. There are about 20 in the afternoon for the ceremony for Business.
- Larry Corrigan the past VP Financial and now a faculty member in the Department of Accounting, will be receiving a Ph.D. at the afternoon ceremony on Friday.
- A posthumous Graduate Diploma in Co-operative Management was approved and this is the first time the family was able to attend a Convocation ceremony.

Moved by Dr. Dixon, and seconded, **“to confer degrees and distinctions on those represented on the list (circulated as Appendix A) at the Spring Convocation”.** Motion carried unanimously.

Moved by Dr. Dixon, and seconded, **“to enable the Registrar to add such graduates to this list as may be identified subsequent to this meeting.”** Motion carried unanimously.

14077

PROFESSOR EMERITA RECOMMENDATION

Documentation circulated as *Appendix J*.

Key Discussion Points:

- This recommendation is for Dr Anne Marie Dalton of the Department of Religious Studies. There is a full file available for anyone that wishes to review it.
- Dr Dalton was instrumental in establishing the Master of Arts Program in Theology and Religious Studies at Saint Mary’s.
- Members were reminded that everyone who retires as a faculty member does not automatically receive this rank. This is a distinction.

Moved by Dodds and seconded, **“that Senate supports the recommendation of Dr Dalton for Professor Emerita status and will forward this recommendation to the Board of Governors for awarding.”** Motion carried.

14078

MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting of April 10, 2015, were *circulated as Appendix B*.

The following revisions were noted:

- On page 2 - 14069 – It is stated, “The student has since been dismissed and the broker has been identified.” This is to be revised to, “The student has since been dismissed and the broker has not been identified yet.” It also states that it is an enrolled student. Delete this statement.
- Members were advised that there was another case during the second semester exam period. A faculty member in the faculty of science challenged the person they did not recognize. The faculty member had realized that the person who was writing the exam was a student that took their course the previous year. These were commerce students taking the math course.

Moved by Bjornson, and seconded, **“that the minutes of the meeting of April 10, 2015 are approved as revised.”** Motion carried.

14079

BUSINESS ARISING FROM PREVIOUS MINUTES

- i) Update on the motion from April Senate meeting that the Registrar work with ITSS and whomever else is needed to review Banner to address the issue of photo IDs with the aim of promoting academic integrity and report back to Senate. Carried.

Key Discussion Points:

- The Registrar advised that consultations were currently on-going with ITSS and a report would be coming forward to Senate in due course.

- ii) Update on the motion from April Senate meeting that the Faculty Deans make an immediate request to all faculty members teaching in their Faculties that faculty members verify students' identities during final exams, be vigilant for forged University Identification Cards, and confiscate any IDs they suspect are forged for forwarding to their appropriate Dean. Deans should provide faculty members teaching in their faculties with guidance on how to distinguish authentic SMU student identification cards from fake ones.

Key Discussion Points:

- The University Librarian advised that a document outlining the things that would help faculty identify false identifications cards will be ready by Monday. This information will be circulated to the Deans who will then push that communication out to all faculty instructing in their Faculties.
- Members were advised that through consultation with other University Librarians in the region, it was discovered that none of these institutions has experienced this issue. These units are also not responsible for making IDs.
- If you are looking for resources there is a "WIKI How" <http://www.wikihow.com/Spot-a-Fake-I.D> on how to recognize fake IDs. It was suggested that faculty look at the on-line resources. In regard to student photos for class lists; there is a proposal for a change on Banner to create a library base for student photos. This is just a report that can be run and this is only a slight modification to Banner. IT is ready to work on it when they are given authority to do it.
- During the discussion at the last Senate meeting, there was also a question on why we were not calling police. We were advised by the lawyers that forgery and impersonation are issues that we can call policy on. In Canada there have been no convictions in a university setting where a person did either of these things. It carries no criminal record. There is only a fine that is impose on the individual. There are things that we could call police for, however, once we call the police the issue is out of our control. If we dismiss the student because of impersonation that would result in a notation on the transcript. That would be a greater penalty on the student than anything the courts could or would do.
- Question: Did the Deans actually do anything in regard to sending out information on how to identify fake IDs? Answer: Exams were already underway for the second semester when this motion was made. The Deans were getting the material together and it will be circulated to faculty before the summer session exams. This will be incorporated into the messaging that goes out every semester to full-time and part-time faculty instructing in the session.
- DeYoung advised that some faculty members have requested photos for their classes and they have been provided with them.

- Question: What do you mean we lose control? Answer: We have no control over what they do with the case.

iii) Floor (not involving notice of Motion) deferred from April 10th meeting. Discussion on the presentation of teaching and research activities of programs and faculties on the SMU website.

Key Discussion Points:

- Chair of the 'Steering Committee' responsible for the SMU website, Gabe Morrison requests deferral to September.

14080

.01

REPORTS OF STANDING COMMITTEES

Academic Planning Committee

The one-year follow-up reports listed below meet the requirements of Section 5 of the Senate Policy on the Review of Programs at Saint Mary's - submitted to Senate for information: Memo attached as *Appendix C*.

Key Discussion Points:

- These reports were reviewed by the APC members and the APC approved them as meeting section 5 of the policy.
- Question: We have changed the way the program reviews are done and recently several of the recommendations have been reported as outside the purview of Senate. It was suggested that members would like the assurance that all recommendations from the external reviewers will be reported on back to the Senate. Answer: APC has attempted to identify every recommendation and bring those forward to Senate. The request is that APC ask the program to report on those recommendations supported by Senate and those that were referred back to the Dean and Program for further consideration.
- If something has been identified to be followed up by the Dean and Department/Program, the program/Dean should have to provide a follow-up report on that recommendation.

a) MA Women & Gender Studies, circulated as *Appendix D*.

Key Discussion Points:

- **Question:** Item 13 –The recommendation states that SMU is encouraged to make cross-appointments within SOCI/CRIM and other departments. The report states that no cross-appointments have been made. How can we respond to this recommendation? Answer: VanderPlaat – This situation has changed in the last couple of years but we have generally not had requests for cross appointments. This year, one of our faculty was cross-appointed to ACST.
- **Question:** Can anyone with a primary appointment in one Department request a cross-appointment in another? Answer: This requires consideration by both department heads and they both have to agree.

b) Master of Management Co-operatives and Credit Unions (MMCCU), circulated as *Appendix E*.

Key Discussion Points:

- No discussion

c) Forensic Studies Diploma, circulated as *Appendix F*.

Key Discussion Points:

- No discussion

There being no objection, the reports listed above were accepted into the record as meeting the requirements of section 5 of the Senate Policy on the Review of Programs at Saint Mary's.

.02 Bylaws Committee

- a) Revised By-laws document, Memo attached as *Appendix G1* and By-laws attached as *Appendix G2 (Also Appendix K)*

Key Discussion Points:

- The Canadian Council on Animal Care did an assessment and the changes to the language for the Animal Care Committee are relatively minor.
- **Page 11** – Section 4.2.5 list of degrees – remove numbers 12 – 15 which are all Doctors of Philosophy (in a discipline). This was suggested as a friendly amendment.
- **Page 12** – 4.2.6 list of certificates and diplomas – revise number 15 to read Graduate Diploma in Co-operative Management G. Dip. MGT. This was suggested as a friendly amendment. This is also in error in the Academic Calendar that must be corrected.
- **Question:** Should the Executive Masters of Business Administration be listed? We treat them separately at convocation. Answer: This is a MBA credential.
- **Page 18 & 19** – amendment submitted as *Appendix K*
 - 5.2.7.7 The Committee may extend its responsibilities to any other organizations for which the committee oversees animal care through memoranda of understanding signed by officers of Saint Mary's University. ~~At present, the one organization subsumed by such an agreement is Mount Saint Vincent University.~~
 - 5.2.7.10 The composition of the Committee shall be as follows
 7. At least One (1) ~~Two (2)~~ community representatives
 11. One (1) chair nominated by the Dean of Science and appointed by Senate. The chair shall be a full-time faculty member ~~not otherwise involved with animal care facilities and used in the conduct of his/her teaching and research activities.~~
 - There is currently a smaller pool of animal users. Question: Is this one faculty member or more? Will this lead to conflict? Answer: We don't have much choice but to do what the CCAC ask us to do. There is about 10-12 faculty designated as animal users, and this includes the MSVU people. Most of these use the animals in their teaching.
 - Members were advised that the Committee Chair is also an animal user.

Moved by Bjornson and seconded, **“that the Senate approves the revisions with the changes noted above to the Senate Bylaws document.” Motion carried.**

- b) Recommendations to Senate on appointments from the floor to committees, attached as *Appendix G3*.

Key Discussion Points:

- This item arose from discussion at the last Senate meeting and the Senate Bylaws Committee was tasked to review and report back to Senate with suggested approaches.
- Appendix G3 contains the recommendation from the Bylaws Committee.
- Senate members suggested circulation to all eligible faculty of a nomination call for all Senate positions. The rationale was that it would give Senators and faculty members the time to consider and nominate persons for these roles.
- It was noted that some positions on the various committees are predicated by either Senate service or by the requirements of governance documents or outside regulatory bodies. Changes would be required to other governance documents that the Senate does not have authority over. For example:
 - The Bylaws of Saint Mary's University stipulate that the faculty members required for a Search/Review Committee for President must be faculty members of the Senate and *chosen by Senate* (chosen by Senate not elected by faculty).
 - The Bylaws of Saint Mary's University stipulate the faculty members required for a Search/Review Committee for the positions of VP Academic & Research and Administrative Vice-President, must be two faculty members chosen by Senate (not necessarily Senate Members but again chosen by Senate and not elected by faculty).
 - The Bylaws of Saint Mary's stipulate that the two faculty members chosen for a Search/Review Committees for the position of Dean must be elected from and by the full-time faculty members of the Faculty concerned. This is the only position that does allow for the election process to be initiated.
 - The SMUFU Collective Agreement stipulates the faculty member on a Search/Review Committee for the position of University Librarian must be appointed by Senate (not necessarily a Senate Member but again chosen by Senate and not elected by faculty).
- It was also noted that the Senate Executive Committee was the nomination committee in regard to the membership list for Senate Standing Committees.
- Focus was brought to the positions on Senate Standing Committees that had no stipulations. The Senate Office could communicate annually to the full-time faculty in regards to opportunities to serve on Senate Standing Committees. Faculty could be invited to discuss their interest in serving with their respective Dean.
- It is the opinion of the Bylaws Committee that the requirement to circulate the Senate meeting documents 7 days prior to a Senate meeting provides sufficient notice to the Senate members to enable them to do due diligence regarding Senate Agenda items.

- .03 Literacy Strategy Committee
Academic Literacy Definition: cover memo attached as *Appendix H* and revised definition attached as *Appendix I* (per Senate motion of October 10, 2014 that the Senate Committee on Literacy Strategy create a definition of Academic Literacy as described or related to the working definition presented in the final report of the Committee for the Assessment of ENGL 1205.

Statement on Academic Literacy

Academic Literacies require a necessary fundamental level of language proficiency to engage in post-secondary reading and writing, and are therefore built upon fundamental academic skills. Academic literacies are acquired, practiced, and progressively developed as the student advances through the university degree program, responding to articulated expectations of increasingly higher-order thinking and specialization in the discipline. Opportunities for the acquisition and development of academic literacies are necessarily embedded in the design and structure of the university degree program. Academic literacies are not only inherent elements of academic study and research, but the skills, competencies, practices and attitudes of academic literacies are at the core of student intellectual development, pursuit of lifelong learning, full participation in employment, and meaningful civic engagement in society.

Working Definition – Academic Literacy

Academic literacies are defined through proficiency in language, reading, writing and critical evaluation in seeking information, all developed within a university education and ~~within the context of~~ an academic discipline, and contributing to an ability to learn and communicate knowledge and meaning.

Academic literacies are developed progressively over the span of a student's time at university. These literacies are developed from a base of what the student brings to university through prior education and life experience. Academic literacies provide a solid foundation for life-long learning, within chosen fields of study and as citizens of the world.

Key Discussion Points:

- The committee revised the definition in consultation with Dr Singfield and Dr Kozloski.
- Question: What is the statement for? Answer: to provide context. The Committee wanted to provide an opportunity for individual faculties to engage with this definition individually. The intention is to revisit the definition in one year to determine if it is working for us or whether it needs further revision. The purpose of this initiative is to have a living document that can be revisited as often as is necessary.
- Concern was expressed regarding the following text: "all developed within the context of an academic discipline". The following was suggested as a friendly amendment: "within a university education and an academic discipline".

Moved by DeYoung and seconded, **"that the Senate approves the definition of Academic Literacy as submitted, with the friendly amendment noted above."** Motion carried.

14081

NEW BUSINESS FROM

a. Floor (not involving notice of motion)

Program review documentation process - Explanation and discussion around our current process for reporting, voting, and following up on program reviews. (Dr Gilin-Oore)

Key Discussion Points:

- The discussion covered what kinds of recommendations fall under the purview of Senate. It was noted that the resource issues are important and MPHEC requires review of these issues. Further to this, Senators suggested:
 1. Follow-up is needed on all recommendations put forward by the reviewers.
 2. Senate should receive a follow-up report from anyone that was identified as responsible for any of the recommendations.
- It was suggested that perhaps this question should be referred to the Academic Planning Committee for further discussion.
- It was noted that there are some recommendations from the external reviewers that are almost impossible to action. One example of this was a recommendation on an issue that is governed by a collective agreement. The Senate has limited power to address that type of recommendation.
- Members were advised that the Chair of the APC has already undertaken to review the concern of the Senators at the next meeting of the Committee. Senate is stating that when there are recommendations coming out of a review, there should be a one-year follow-up report on what action has been taken (or not and why) on all of the recommendations. **Action Item: Dr Gauthier** - This request will be addressed.
- Often there are recommendations from the external reviewers that the program states are not appropriate for a variety of reasons. Their position is that these recommendations cannot be actioned or should not be actioned.
- Senators requested transparency on all recommendations in the reporting process.

14082

PRESIDENT'S REPORT

Key Discussion Points:

- Monique Leroux, D. COMM. Honoris Causa and Taleb Abideli, D.C.L. Honoris Causa will be awarded in the afternoon. Julie Toskan-Casale, D.C.L. Honoris Causa and John McArthur, D. Comm. Honoris Causa will be awarded in the morning ceremony.
- We are still working on the fall recipients.
- Dr Dodds thanked Senate for the years of contribution to the university.
- There has been a lot of discussion and concern related to Bill 100.
- Next week there will be an announcement on an immigration initiative that will help our students.
- Dr Dodds advised that his granddaughter Alexis was born last night and a grandson is due in August.

14083

QUESTION PERIOD

- Question: What is the University position in terms of Bill 100? Most faculty are very strongly opposed to it. Should a situation arise, what is the university position on the conditions related to employee rights? Answer: The University could still ask the province to suspend the employee's right to bargain and strike. There are other reporting requirements that the universities must comply with because the government could withhold their grants otherwise. Personally I do not think Saint Mary's University would want to take advantage of that particular legislation. Saint Mary's has always had a process of collegial negotiations. I assume we would continue to behave in that fashion.
- The University was able to pull back on expenditures and end the year with only a small deficit. We are not in the dire financial situation of other universities. I do not think we would want to avail ourselves of that particular clause.
- Questions: In terms of the mandatory financial reporting, would this have some implications to some academic programs? Answer: We already report to the government on this. All universities don't necessarily use the same reporting process. We have adopted IFRS and that is a more standardized way of reporting. The minister said that if they had known in advance about some of the early warning signs they may have taken this action earlier. The government wants to be able to compare the reports and have that information in a compatible format.
- Question: Has the university done an analysis on the impact to the programs and to the students and will that analysis be shared with the broader university community? Answer: No because the legislation was just tabled. This is something that the Board will be reviewing very closely. The impact is something that would be discussed by the Executive Management Group and then by the Board. We will be doing this. Next week we have a meeting of the council of the NS University Presidents to discuss that legislation.
- Question: Where are we in regard to applications for next year? Answer: Applications are down overall. Applications are down significantly in Business. The Nova Scotia students seem to be registering early. We have lost ground in China and New Brunswick. Within the Business School, Nova Scotia student registrations are down. By the end of May we should have the data to do a comparison.
- It was noted that graduate studies applications are up again this year.
- Question: Is it possible for the Bill 100 to be an item on the agenda for September. **Action Item: Agenda Committee** - forward this to the September Agenda.
- Members were advised that the PhD in Applied Science was approved by MPHEC and the program will be offered starting in September 2016. We now have 5 PhD programs.

14084

ADJOURNMENT

The meeting adjourned at 4:04 P.M.

Barb Bell,
Secretary to the Office of Senate