

SENATE MEETING MINUTES **September 19, 2008**

The 511th Meeting of the Senate of Saint Mary's University was held on Friday, September 19, 2008, at 2:30 PM, in the Secunda Marine Boardroom. Dr. D. Naulls, Chairperson, presided.

PRESENT: Dr. Murphy, Dr. Dixon, Dr. Enns, Dean Wicks, Dr. Naulls, Dr. Beaulé, Dr. Bjornson, Dr. Charles, Dr. Dawson, Dr. Kennedy, Dr. Kimery, Dr. McCalla, Dr. Pendse, Dr. Pe-Piper, Dr. van Proosdij, Dr. Russell, Dr. Stinson, Ms. Marie DeYoung, Mr. Hotchkiss, Miss. Cunningham, Mr. Dong, Miss. Hanna, Mr. Harris, Mr. MacDougall, and Ms. Bell, Secretary to the Office of Senate.

REGRETS: Dr. Dodds, Dr. Butler, Dr. Vessey, Dr. Crocker, Dr. Rand, and Ms. MacDonald

Meeting commenced at 2:37 P.M.

The new faculty members were introduced and self introductions were done by the student representatives.

08001 ELECTION OF CHAIRPERSON, VICE-CHAIRPERSON, SECRETARY AND PARLIAMENTARIAN

- .01** Moved by Dixon and seconded, 'that Dr. Naulls is elected as Chairperson for the 2008-2009 Senate year.'
- .02** Moved by van Proosdij, and seconded, 'that Dr. McCalla is elected as Vice-Chairperson for the 2008-2009 Senate year.'
- .03** No Secretary was nominated or elected.
- .04** Moved by McCalla, and seconded, 'that is Dr. Pendse is elected as Parliamentarian for the 2008-2009 Senate year.'

There being no further nominations, the above slate of executive officers was elected by acclamation.

08002 REPORT OF THE AGENDA COMMITTEE

The report of the Agenda Committee was accepted with the following amendment:

- Due to a time-sensitive issue, the Senate Executive was asked to review and approve the nominations circulated as Appendix I. These documents are therefore on the agenda for information only.

There being no objections the Agenda was approved as amended.

08003

MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting of May 16, 2008, were *circulated* as **Appendix A**.

Moved by Enns, and seconded, **'that the minutes of the meeting of May 16, 2008 are approved as circulated.'**

Motion carried.

08004

BUSINESS ARISING FROM THE MINUTES

None

08005

RECOMMENDATION FOR PROFESSOR EMERITUS

Recommendation for Dr. Stephen Davis, Department of Anthropology and supporting documentation circulated at the meeting as Appendix B.

Key Discussion Points:

- Senate Executive approved this recommendation on Wednesday and has forwarded it for Senate approval.
- It was stated that the nominee had both a national and international reputation as a scholar and undeniably met all emeritus requirements.

Moved by McCalla, and seconded, **"that the recommendation of Dr. Stephen Davis for the distinction of Professor Emeritus is approved and will be forwarded to the next Board of Governor's meeting for awarding."**

Motion carried unanimously.

08006

MEMBERSHIP ON SENATE COMMITTEES FOR 2008-2009

.01 SECTION A – NOMINATED BY EXECUTIVE OF SENATE circulated at the meeting as **Appendix C**.

.0101 APPEALS

- Dr. Victor Owen (Science)
- Mr. Adam Harris (student rep)

.0102 ACADEMIC DISCIPLINE

- Dr. Janet Gregory (Comm)
- Dr. Mythili Rajiva (Arts)
- Mr. Chris MacDougall (student rep)
- Miss. Shane Cunningham (student rep)

.0103 ACADEMIC DISCIPLINE APPEAL BOARD

- Miss Yasmin Hanna (student rep)
- Miss Brittany Hilton (student rep)

.0104 ACADEMIC PLANNING

- Mr. Adam Harris (student rep)

.0105 ACADEMIC REGULATIONS

- Dr. Shyamala Sivakumar (Comm)

- Mr. Adam Harris (student rep)
- Dr. Malcolm Butler (Dean of Science)

.0106 BY-LAWS

- Dr. Shripad Pendse Parliamentarian and appointed Chair
- Mr. Matt Risser (student rep)
- Correction to existing members; van Proosdij is in Arts not Science.

.0107 CONTINUING EDUCATION

- **TBA** (Part-time student) – Adam Harris to advise.
- **TBA** (Part-time student – OPTAMUS rep)
- Mr. Fadi Al Quassar (student rep)

Director of Continuing Education to nominate outstanding position at earliest opportunity.

0108 CURRICULUM

- Mr. Adam Harris (student rep)

.0109 LIBRARY

- Dr. Karen Grandy (Comm)
- Mr. Adam Harris (student rep)

.0110 LITERACY STRATEGY

- **TBA** (Arts) - Dean Enns to advise
- Dr. Valerie Creelman (Comm)
- Dr. Heather Sanderson (Academic Librarian)

.0111 QUALITY OF TEACHING

- Dr. Valerie Creelman (Comm)
- Ms. Stefani Woods (Cont. Educ. rep)
- Dr. Dawn Grimes-MacLellan (Arts)
- Dr. Edna Keeble (Arts)
- Dr. Eric Lee (Comm)
- Mr. Omar Lodge (student rep)
- Mr. Ranitha Rupasinghe (part-time student nominated by Org of Part-Time & Mature Univ. Students).

.0112 SCHOLARSHIP

- Dr. Pat Fitzgerald(Comm)
- Dr. Alison Barclay (Arts)
- Miss Erin Garner (student rep)

Outstanding member nominations to be provided as indicated, and ratified at the Senate meeting of October 17, 2008.

Moved by Wicks and seconded, **“that the nominations for Section A of the Membership on Senate Committees 2008-2009, are approved as presented above.”**

Motion carried.

.02 SECTION B – NOMINATED BY SENATE FROM THE FLOOR OF SENATE circulated as ***Appendix D.***

.0201 AGENDA

- Dr. David Wicks
- Mr. Adam Harris (student rep)

.0202 ELECTIONS

- Dr. Susan Bjornson
- Dr. Tony Charles
- Dr. Sophie Beaulé

.0203 EXECUTIVE

- Dr. Veronica Stinson (1 faculty member of Senate)
- Dr. Deborah Kennedy
- Mr. Adam Harris (student rep)

.0204 STUDENT DISCIPLINE

- Dr. Kathryn Kimery (1 member appointed by Senate, who shall be the member appointed by Senate to Chair the Student Disciplinary Appeals Board)
- **TBA** (1 member appointed by Senate)
- Miss Brittany Hilton (student rep)
- Miss Jeana MacLeod (student rep)

AD HOC COMMITTEES

- None currently active.

JOINT COMMITTEES

.0205 CONVOCATION

- **TBA** (Dean)
 - **TBA** Representative for External Affairs
 - **TBA** Representative for Information Technology and Support Systems
 - **TBA** Representative for Student Services
 - **TBA** Representative for Book Store
 - **TBA** Representative for Facilities Management
- Two members of Senior Class elected by Senior Class
- **TBA**, (Student rep to Apr 09)
 - **TBA**, (Student rep to Apr 09)
- (To be advised by SMUSA and Dr. Dixon)

.0206 HONORARY DEGREES

- Miss Shane Cunningham (student rep)

.0207 JOINT ACADEMIC COMMITTEE OF THE ATLANTIC SCHOOL OF THEOLOGY AND SAINT MARY'S UNIVERSITY

- **TBA** (RELS Dept) to be recruited from the Department

- .0208 BUDGET (Two members appointed by Senate)
- Dr. John McKinnon (to be confirmed)
 - Dr. Don Naulls

Moved by Stinson, and seconded, **“that subject to the confirmation of those members not present, the nominees for Section B of the Membership on Senate Committees 2008-2009, are approved as stated above.”**

Motion carried.

08007 **PROPOSED DATES FOR SENATE MEETINGS**

Circulated as *Appendix E*.

- For those who have received a copy of this schedule previously, please note the recent change by the Senate Executive Committee to the date of Executive meeting in October (Wednesday, October 15th). The change was made necessary by a conflict with the long scheduled Chairs meeting.

Moved by Murphy, and seconded, **“that the proposed dates for Senate meetings of 2008-2009 are approved as presented”**.

Motion carried unanimously.

08008 **REPORTS OF STANDING COMMITTEES**

.01 Academic Appeals

- Annual Report 2007-08 circulated as *Appendix F*.

Key Discussion Points:

- Discussion established that Senate will ask the Appeals Committee to redraft the appeals form to include a guide of the type of documentation required for an appeal.
- Question on last statement on report: Where are the communication issues arising between faculty and students? Answer: Largely from course requirements not clearly/fully stated in course outlines/syllabi.
- Members would like a summary of cases posted to the Senate website. Such a summary would not include information on the instructor, course number, student name or decision date.
- A member suggested that CAID do some research regarding development of a template.
- Members were advised that some faculties have started to develop guidelines with recommendations. A template for a syllabus would be useful.
- Members were also advised that the Academic Regulations Committee began a review last year on course management policies in place at other universities to identify models that the committee might consider to develop a policy for SMU. This would be something that governed faculty and the way they present course information, requirements, and expectations. Other universities have policies for this area but they are not necessarily published in the Calendar as an Academic Regulation. The

committee intended to propose a policy to Senate at the conclusion of their review.

- Dr. Murphy advised that if support from CAID was required it would be forth-coming.

Moved by Stinson and seconded, **“that recommendation number one be adopted and the task of redrafting the appeals form assigned to the Appeals Committee.”**

Motion carried.

Moved by Harris and seconded, **“that the Academic Regulations Committee review existing models and recommend an outline for syllabus.”**

Motion carried.

There being no further discussion and no objections, the annual report was accepted into the record.

- .02** Academic Discipline Appeals Board (annual report circulated as ***Appendix G***)
There being no discussion and no objection, the annual report was accepted into the record.

08009 **REPORT OF JOINT COMMITTEES**

- .01** Honorary Degrees (Documents circulated as ***Appendix H & I***)

,0101 Annual Report 2007-08 circulated as ***Appendix H***.

There being no discussion and no objection, the annual report was accepted into the record.

,0102 Nominations for Honorary Degrees circulated as ***Appendix I***.

Moved by Murphy, and seconded, **“that the nominations for honorary degrees are approved as circulated in appendix I.”**

Motion carried.

08010 **REPORT OF PRESIDENTIAL COMMITTEES**

none

08011 **NEW BUSINESS FROM**

None

08012 **PRESIDENT’S REPORT**

- No report

08013 **QUESTION PERIOD**

Dr. Dixon advised members of the following:

- The budget called for a 2% decline in FCEs.
- We expected that the overall incoming levels would be level with last year.
- Our incoming numbers are down 4% but we are up somewhat in the international enrolments.
- The area of the highest decrease is high schools from rural Nova Scotia, particularly in Kings and Hants Counties.

- We took a big hit (a drop of a little more than 100 enrolments). The Faculty of Arts had a significant drop in 1st year admissions. Declines in the numbers for Science and Commerce are about even. The numbers of upgrading students are one half of what they were 3 or 4 years ago and there is a significant drop in students that have stopped-out for a year. The decline is being partly attributed to the economic situation.
- The number of transfer students is up a little.
- Question: Has there been any follow-up re targeting activities in rural NS? Answer: We will be focusing more energy and resources to this area. We received indications that part of the decline may be attributed to Memorial's tuition rate and increasing enrolment in the Community Colleges. There is a perception among the rural population, that Halifax is a very large city and a dangerous one. St. John's is perceived as smaller. NSCC has also been perceived as a more attractive option in the current climate and their enrolments have been steadily increasing over the last 3 or 4 years.
- Question: Are there any ideas in relation to remedies for the situation with drop-outs? Answer: The situation is being analyzed in relation to developing a strategy.
- Members were informed that in the residences; by the first day of classes 6 students had left the university. After moving into residences they had simply dropped out and moved out. The SMU residences have now had 17 such occurrences. It would appear that students don't want to live in shared/double rooms which may be a result of families tending to be smaller and student's home accommodations being significantly better/larger. In the last couple of years we have converted some apartments in the Rice residence and made them available to students. These are now the first accommodations to be booked.
- Members were advised that recruitment had also heard this observation from touring families/students.

08014

ADJOURNMENT

The meeting adjourned at 4:00 P.M.

Barb Bell,
Secretary to the Office of Senate