

SENATE MEETING MINUTES February 14, 2014

The 555th Meeting of the Senate of Saint Mary's University was held on Friday, February 14, 2014, at 2:30 PM, in the Secunda Marine Boardroom. Dr. J Power, Vice Chairperson, presided.

PRESENT: Dr. Dodds, Dr. Gauthier, Dr. Dixon, Dr. Bradshaw, Dr. Enns, Dr. Smith, Dr. Vessey, Dr. Austin, Dr. Bjornson, Dr. Francis, Dr. Gilin-Oore, Dr. Power, Dr. Secord, Dr. Stinson, Dr. VanderPlaat, Dr. van Proosdij, Mr. Hotchkiss, Ms. DeYoung, Mr. Michael, Mr. Patriquin, Mr. Slaunwhite, Dr. Patry and Ms. Bell, Secretary to the Office of Senate.

REGRETS: Dr. Kozloski, Dr. Naulls, Dr. Russell, Dr. Sewell, Dr. Street, Mr Bhandari, Mr. Coady, and Mr. Loshi.

Meeting commenced at 2:34 P.M.

13041 **REPORT OF THE AGENDA COMMITTEE**
The report of the Agenda Committee was accepted.

13042 **MINUTES OF THE PREVIOUS MEETING**
Minutes of the meeting of January 10, 2014, were *circulated* as **Appendix A**. Moved by Smith, and seconded, “that the minutes of the meeting of January 10, 2014 are approved as posted.” Motion carried.

13043 **BUSINESS ARISING FROM THE MINUTES**
None

13044 **MEMBERSHIP ON SENATE COMMITTEES (3 year terms)**
.01 Elections Committee
Election of two serving members of the Senate
Current membership circulated as **Appendix B**
The following members volunteered:
• Dr. Madine Vanderplaat
• Dr. Roby Austin
There being no objection, the members above were acclaimed to serve on the elections committee.”

13045 **REPORTS OF STANDING COMMITTEES**
.01 Academic Planning
a) Psychology Program Review – documents circulated as: **Appendix C** - Self Study Report, **Appendix D** - Self Study appendices, **Appendix E** - Dean’s Response to Self Study, **Appendix F** - External Review Committee’s (ERC) Final Report, **Appendix G** - Department Response to ERC Report, **Appendix H** - Dean’s

Response to ERC report. **Appendix I** - APC Notice of Motion. Dr. Marc Patry attending to answer questions.

Key Discussion Points:

- Academic Planning Committee has submitted the following recommendations:
 1. That the Department consider creating the position of Undergraduate Program Director to provide needed support to undergraduate students in the program. Budgetary considerations will need to be taken into account.
 2. That the Department hold a 2-day Departmental retreat within the next 2 months with an action plan to be submitted to APC one month following the retreat <<this was amended in the motion below>>. Discussion should focus on the primary curriculum and instructional issues facing the Department and include issues such as: the nature of the introductory course(s), the organization of the undergraduate curriculum, course offerings and consistency in course requirements, how development of writing skills is incorporated into courses, and Honours requirements. The participants should include both full-time and part-time faculty members.
 3. That during their retreat, the Department develop a mechanism for advising students earlier in their undergraduate program about requirements and opportunities for graduate study and employment, and that it consider having students declare a major earlier in their undergraduate program.
 4. That during their retreat, the Department: 1) review it's committee structures (mandate, membership, meeting frequency, etc.), 2) its policies and procedures regarding ways in which recommendations made by its committees are brought to the full Department for decision-making, 3) guidelines with regard to how the Department makes decisions and 4) means for communicating and implementing decisions with faculty members, students and other departmental stakeholders.”
 5. That the Department submit a budget request for additional staff support. The addition of staff is subject to budgetary constraints.
 6. That during their retreat, the Department review potential ways of providing more suitable space for the part-time instructors that will also allow a better integration of part-timers into the Department. Department to submit a budget request, which is subject to budgetary constraints.
- Dr. Patry, Chair of the Psychology Department advised that the department found the review process very beneficial and they agree with the recommendation submitted by the Academic Planning Committee. Some recommendations have already been initiated. Progress has been made on recommendation 3. The Department will make further progress on the other recommendations during their scheduled retreat.
- A Senator noted recommendation five regarding support staff and stated that even within a smaller department it is difficult to address all needs with only one administrative support person. With the large number of faculty members in the Department of Psychology, it is good to see that the recommendation regarding administrative support is being considered.
- Question: The report focused on the undergraduate level and admin support but there was nothing about lab support. Is more support need in other areas?
Answer: The department has submitted a formal budget request for an additional administrative support individual. We see the primary need as secretarial support.

Motion by Gauthier and seconded, **“that the Department of Psychology initiate the recommendations of the Academic Planning Committee as presented above.”**

Motion carried

Moved by Dr. Gauthier and seconded, “that the Department of Psychology submit an Action Plan on these recommendations to the Academic Planning Committee ninety days after approval in Senate (May 12).” Motion carried.

Moved by Dr. Gauthier and seconded, “that the Department of Psychology submit a Report to the Academic Planning Committee one-year after approval in Senate, on the progress made on the Action Plan. This is in accordance with Section 5 of the Senate Policy on the Review of Undergraduate programs at Saint Mary’s University.” Motion carried.

13046 **NEW BUSINESS FROM**

a. Floor (not involving notice of motion)

- Discussion revolved around an activity called Nekominate. Student Services sent a memo to the students advising zero tolerance for such activities on campus. Dr. Gauthier will inform the faculty to be watchful. The Vice President Administration will inform the staff. Guidance will be provided regarding what process should be followed should an incident occur.

13047 **PRESIDENTS REPORT**

Dodds reported the following:

- Subsequent to the President’s Council Report, the action team has been appointed and the Dr Enns will lead that committee.
- The 3.7 million dollar fund that was to become available for graduate scholarships across the system may be available this September. Grad coordinators should liaise with Vessey. There is a formula as to how it is going to be applied across the programs in Nova Scotia.

13048 **QUESTION PERIOD**

Key Discussion Points:

- There are no science representatives on the Action Team. A request was made to include a science representative on the Action Team. Response: This will be taken under advisement.
- Question: Internally can we redirect funds from elsewhere to graduate scholarships? Answer: The fund is new money. There have been no guidelines provided at this time. We would hope that it would not be taken away from other graduate scholarships. The intent is that it be net new money to add to the scholarships we already provide.
- There were various scenarios given for the distribution among the universities. We believe that we may receive 10% of the money or about \$300,000. The idea is to increase the numbers of graduate students by providing more scholarships.

13049 **ADJOURNMENT**

The meeting adjourned at 3:04 P.M.

Barb Bell,
Secretary to the Office of Senate