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SENATE MEETING MINUTES December 15, 2017

The 588th Meeting of the Senate of Saint Mary's University was held on Friday, December 15, 2017, at 2:30 PM, in the Secunda Marine Boardroom. Dr M. VanderPlaat, Chairperson, presided.

PRESENT: Dr Summerby-Murray, Dr Butler, Dr Naulls, Dr Bradshaw, Dr MacDonald, Dr Sarty, Dr Smith, Dr Doucet, Dr Francis, Dr Grandy, Dr Grek-Martin, Dr Hall, Dr Hlongwane, Dr McCallum, Dr Takseva, Dr VanderPlaat, Ms DeYoung, Mr Brophy, Mr Nasrallah Ms Ali, Ms Bhaskar Ms Caswell, Mr Oshobu, Ms Delorey, Ms Sargeant-Greenwood, Mr Sisk, Dr Bunjun, Dr Twohig and Ms Bell, Secretary to the Office of Senate.

REGRETS: Dr Khokar, Dr Loughlin, Dr Peckmann, Dr Rahaman, Dr Stinson, and Dr Warner.

Meeting commenced at 2:39 P.M.

17033 **REPORT OF THE AGENDA COMMITTEE**
The report of the Agenda Committee was accepted.

17034 **MINUTES OF THE PREVIOUS MEETING**
Minutes of the meeting of November 17, 2017, *Appendix A*.
The following revisions were noted:

- Third through fifth bullet points, page 10 - Item related to the revision of the Discipline Code –‘The president will give some thought to how to proceed...’ Question: Is there a timeline applied to this action? Answer: There has been progress related to the issue of racism on campus but there is no specific update regarding the Discipline Code issue.
- Senators were advised that there is no scheduled review of the Discipline Code at this time but it is part of the discussions related to cultures of respect on campus. This topic (cultures of respect) will be addressed during the discussion on the report.
- Brophy advised that discussion on the Discipline Code has been undertaken by Dr Stinson and Mr Brophy.
- Eighth bullet point on page 2, change ‘and includes completion of a form...’ to ‘and does not include completion of a form for faculty to identify their classroom requirements’.

Moved by Grek Martin, and seconded, **“that the minutes of the meeting of November 17, 2017 are approved as revised.” Motion carried.**

17035

BUSINESS ARISING FROM PREVIOUS MINUTES

.01 Update on progress subsequent to the report of the Senate Ad Hoc Committee on the Website (8 April 2016, 14 October 2016, 7 April and Nov 17, 2017– P. Sisk).

Key discussion points:

- It was noted at the last meeting that the Academic Senate has an academic issue with the calendar functionality. Senators need assurance that those academic issues are resolved quickly. **Sisk** was to meet with Dr Francis in the Registrar’s Office to understand where the problem is occurring and look for a resolution.
- Sisk advised that a meeting between Francis, Naulls and Sisk was held. There is a trained individual in the Registrar’s Office that will be uploading calendar information. The task is almost completed. Changes on a couple of webpages have been done in terms of how to get to the correct site. Everyone in Science has checked their content and most issues have been corrected. Business and Arts should check their pages as well. Departmental pages have not been kept up to date and will need to be reviewed. Help is available to anyone requiring it.

17036

OUTSTANDING ITEMS FROM PREVIOUS AGENDAS

None

17037

REPORTS OF STANDING COMMITTEES

.01 Academic Planning Committee

i) Proposal – Minor in Social Justice and Community Service, APC Notice of Motion – **Appendix B1**, and Proposal - **Appendix B2**

Key discussion points:

- In a previous senate meeting this new department was created. Curriculum material has been moved along as efficiently as possible to allow this program to be initiated.
- SJCS minor edits to be supplied by Bunjun.

Moved by Butler and seconded, **“that the Senate approves the proposal for a Minor in Social Justice and Community Service with minor revisions as advised by Dr Bunjun.” Motion carried.**

ii) MPHEC Proposal to Modify the Bachelor of Environmental Studies Program to include an Honours and a Coop Option, APC Notice of Motion – **Appendix C1**, MPHEC Proposals - **Appendix C2 & C3**

Key discussion points:

- This program was presented a number of years ago. A deliberate decision was made to bring these two options forward at a later date.
- This is such a unique degree that the concern was it would take a lot of time to go through the review process. It has been quite successful in terms of enrollment.
- Question: Can the submission be revised to show a commencement date of 2018-2019? Answer: Yes.

Moved by Butler and seconded, **“that the Senate approves the MPHEC Proposals to Modify the Bachelor of Environmental Studies to include an Honours and Coop Option for furtherance to MPHEC.” Motion carried.**

.02

Curriculum Committee

Semi-Annual Report to Senate, Curriculum Committee Notice of Motion – *Appendix D1*, Faculty of Arts submission – *Appendix D2*, Faculty of Arts Science submission – *Appendix D3*, Sobey School of Business submission – *Appendix D4*, and Faculty of Arts Graduate Studies and Research submission – *Appendix D5*.

Key discussion points:

- An error was noted in the section for SJCS and Political Science related to the deletion of POLI 2305, which is replaced by POLI 2384.
- There are new program changes that are not included in the wording of the motion. An amendment to the motion was made and accepted by the mover.
- Typographical error in Modern Language – ICS is capitalized in some places and not others. ‘Mother tongue’ should be changed to ‘first language’. Point two on same page capitalize ‘Culture’.
- Minor in Peace and Conflict Studies – intro description second paragraph – ‘as a minor’ can be eliminated. 24 credit hours should appear as ‘twenty-four (24)’.
- Question: In Arts, is the new course Museum Studies required for the Diploma of Engineering Program? Answer: A humanities course is required and this course is very popular but it is not required. Delete ‘required for Dipl of EGNE’.
- Question: Why is there a request to archive ANTH 3371 with the statement that it has never been taught? ANTH 3371 is a standard course in any institution that has an Anthropology Department. Response – This is just a request to take it out of the calendar. It can be resurrected at any time with a simple email to the Registrar.
- Science report – 3rd page – The Faculty of Science is requesting that the ENGL 1205 degree requirement be removed. This change is pre-emptive at this time as an alternative is not yet available. Response: ENGL 1205 was to be the literacy requirement and it is not doing what it was intended to do. Students can quite reasonably achieve this through any course in the humanities.
- It was suggested that Senators approve removal of the exclusion of English 1205 (as follows).
 - a. Six (6) credit hours in Humanities: Classics, English ~~other than ENGL 1205~~, History, Philosophy, Religious Studies and Modern Languages (courses on literature and/or culture).
- Question: Clarification was asked in relation to the Curriculum’s statement “without prejudice”. Answer: This was recognized as a contentious issue and the Curriculum Committee felt that a discussion at Senate needed to be undertaken.
- There is still on-going work related to resolving this issue by an Ad-Hoc Committee formed by the Senate. ,
- The Dean of Science advised that once there is a resolution there can be another change. This proposal to remove the requirement for ENGL 1205 is not inconsistent with the intention of the initiatives underway.

- Members were advised that the SSB will be keeping ENGL 1205 until the process to identify an alternative is completed.

Moved by Naulls and seconded, **“that the Senate approves the material as presented in the Curriculum Reports D2 through D5 for insertion into the 2018-2019 Academic Calendar.”**

Moved by Bradshaw and seconded, **“to withdraw the omnibus motion as presented above to approve the Curriculum Reports and to address them individually by Faculty”.** Motion carried.

Dr Naulls withdrew the omnibus motion.

Moved by Naulls and seconded, **“that the Senate approve the Faculty of Arts Curriculum material as presented in Appendix D2 for insertion into the 2018-2019 Academic Calendar”.** Motion carried.

Moved by Bradshaw and seconded, **“to remove the section titled ‘ENGL 1205 Degree requirement for the B.Sc’ [Remove ENGL 1205 as a degree requirement for the BSc. The 3 credit hour void should be filled with 3 credit hours in Humanities] from the Faculty of Science Curriculum report”.** Motion carried.

Moved by Naulls and seconded, **“that the Senate approve the Faculty of Science Curriculum material as presented in Appendix D3, with the exception of the ENGL 1205 change submission, for insertion into the 2018-2019 Academic Calendar”.** Motion carried.

Moved by Naulls and seconded, **“that the Senate approve the Faculty of Science submission to remove ENGL 1205 as a degree requirement for the BSc”.** Motion defeated.

Moved by Naulls and seconded, **“that the Senate approve the Sobey School of Business Curriculum material as presented in Appendix D4 for insertion into the 2018-2019 Academic Calendar”.** Motion carried.

Moved by Naulls and seconded, **“that the Senate approve the Faculty of Graduate Studies and Research Curriculum material as presented in Appendix D5 for insertion into the 2018-2019 Academic Calendar”.** Motion carried.

.03

Academic Regulations Committee

Graduate Academic Regulations Revisions, Academic Regulations Committee Notice of Motion - *Appendix E1*, FGSR Academic Regulations Revision submission – *Appendix E2*.

Key discussion points:

- Clarification was requested in regard to the revision to Graduate Regulation 1 e. Question: Why is the list of different documents used to declare English proficiency not sufficient? The following statement: “The Faculty of Graduate Studies & Research reserves the right to request an official English Language Proficiency Test.” indicates an additional test might be needed. Answer: Even though the university has tried to simplify the process,

situations have been encountered where questions came up and an allowable option was needed.

- Can we say “in exceptional circumstances, the faculty reserves the right....?” This was accepted as a friendly amendment.
 - Question: On the first page – the first two ways of demonstrating proficiency do not say anything about the language of instruction. Why is that? Answer: That statement refers to the exempted countries list. If you have a degree from any of those countries, the language of instruction is English and everything is fine. This is formalizing what has been in practice for several years now. This is the list used by most universities in Canada.
 - Concerning list items 1 and 2, the unit of analysis should be the student and not the country. A friendly amendment was suggested and accepted for both list items 1 and 2 to insert “in English”. See change below
1. An official transcript showing successful completion of a recognized degree from an accredited institution with a minimum of 3* years of full time instruction in English from an exempted country (listed below).
*2 years if the degree was part of a 2+2 exchange program, completed in Canada.
 2. An official transcript showing successful completion of a recognized graduate degree in English from an accredited institution from an exempted country (listed below).

Moved by Naulls and seconded, “**that the Senate approves the revisions to graduate academic regulations 1 e, 14, 30 d and the Minimum and Maximum Time-for-Completion Table (pg 29) presented in Appendix E2 and as revised above.**” Motion carried.

17038

REPORT OF JOINT and/or AD HOC COMMITTEES
None.

17039

NEW BUSINESS FROM

1) Floor (not involving notice of motion)

- a) 2017 Report on Positive Action to Improve the Employment of Women, Aboriginal Peoples, Visible minorities, and People with Disabilities at Saint Mary’s University, *Appendix F*.

Key discussion points:

- The Saint Mary’s University Faculty Union Collective Agreement requires submission of this report annually in December to the union and to Senate.
- This report is based on data collected over a twelve-month period ending in October. The next full survey is due to be done in 2019.
- Senators were advised that the report looks at the designated groups relative to established labour market groups. For a gap to be considered significant, it must be -3 or greater and the percentage gap must be 80% or less of the market expectation.
- Table 3b and 4b speak to the survey respondents. The groups are based on the labour market expectation designated groups.
- The number of Professional Librarians respondents is too small to show a breakdown of numbers according to the four specified groups and therefore data are provided solely for representation of women.

- When we look at the data faculty by faculty, there are two instances where we are not meeting the norms in Visible minorities – in both Arts and Science.
- There is a discussion underway around the actions and goals for the units. The hiring of Brothers-Scott was to address some issues. Search committees are receiving training on inclusion prior to hiring searches. Other activities have also been undertaken.
- We have been responding in regard to equity and inclusion as it applies to the Canada Research Chairs. We have posted information on how we handle these issues.
- We are not meeting targets related to the SSHRC Chairs and we will be addressing this gap. There will be further work on our action plan related to this issue. This feeds into a broader discussion on this subject.
- It was noted that the federal government requirements are an absolute minimum. We have a lot of work to do in this area. Saint Mary's University does not have a policy in this regard. It was suggested that the idea behind our targets related to the CRC plan should be related to a policy.
- Question: Why was our new advisor not involved in the development of this report? Answer: This was a report on the situation that currently exists. It will be used going forward and Ms Brothers-Scott will be involved in that process.
- Question: Can we have some clarity about the existing joint committee? Answer: The joint committee exists as of the signing of the last SMUFU collective agreement. The Employer and the Union agreed to establish a joint committee within 120 calendar days of the signing of the agreement to examine how best to improve the hiring and retention of individuals who belong to the four designated groups as defined in Article 10.4.1.
- The Committee are preparing a report which was to be here at this meeting but due to a personal emergency, the report was delayed.
- The work that is being done has been listed in the report. It is being done at the faculty level but this may not be a complete list.
- Part of the work that Brothers-Scott is doing will inform our strategy going forward.
- We are heading into a negotiating year. It is critical that both the union and the university consider the language in 10.4 so that this consideration does not become a bargaining chip.
- The opinion was expressed that the data represented in the report is not rosy when you look at the community volume. Response: Senators were advised that the data has been reported in the tables designated as b because of a request of Senators in a past Senate meeting.
- Question: Why do we have identified gaps in Science and Arts? Why specifically in these two areas? What is it that they are not doing? Answer: This is why we need to look more closely at how they are engaging in the search activities. There may be significant challenges depending on representation.
- Communication strategies were also identified as having a positive impact in regard to encouraging applications from desired groups.

- It was noted that the labour market was not the same in all disciplines. For example, Life Sciences tend to have a very strong balance in relation to gender representation. In other disciplines, there are labour market issues related to the applicant pool.
- We need more programs that encourage diversity in terms of recruitment into these disciplines. We need more examples that change the worldview of these disciplines.
- Question: Is there a consideration of retention within this reporting process? Are we tracking retention within these identified groups? Answer: The individual Faculties work on this issue individually. The focus of this report has not been tied to retention. Ms Brothers-Scott will be working with the Faculties in this regard.
- The President advised that there were existing initiatives addressing elements of racism on campus. There is an ad-hoc committee established and lead by Tom Brophy.
- We are working on a draft mandate for this committee – “to address issues that would combat racism in the wider context of the university”
- It was noted that this initiative resonated particularly with the mandate on intercultural learning on our campus (to support international and Canadian students in their relationships and interactions with persons and groups of other cultures and to cultivate global citizenship through practice and example).
- The committee would do its work in the next term and provide a summary of the initiatives and the actions already underway.
- The committee will listen and gather suggestions to develop next steps in this process.
- Membership: Brothers-Scott, a representative from each of SMUSA, Faculty, and Senate, and others related to the approach to equity on campus.
- It was suggested to include a member of the Social Justice and Community Studies Department. Dr Bunjun might be interested in serving. Action Item: Brophy to contact her.
- Deadline: May Senate meeting for a report/update.
- Ms Brothers-Scott provided the University with a declaration of respect (see at <http://www.smu.ca/webfiles/DeclarationofRespect.pdf>) which has been used since 2014. Every student that participates in the Santamarian Ceremony gets this document. It is part of the orientation information. It would be a challenge to have every student sign it.
- Question: Is there a corresponding document for faculty? Answer: This document is for everyone on campus. The intention is to educate around the values of this institution.
- We need to communicate this important information to all faculty and students.
- The benefit of having everyone sign on to this is that violation of the principles could have consequences.
- The opinion was expressed that forcing people to sign would not change everyone’s attitude.
- A suggestion was made to amend the Senate Policy on Course Outlines
- Policy number 8-1012 to include a simple statement on respect.

- There being no further discussion or objection, the 2017 Report on Positive Action to Improve the Employment of Women, Aboriginal Peoples, Visible minorities, and People with Disabilities at Saint Mary's University was accepted into the Senate record.
- Floor (involving notice of motion)

Moved by Nasrallah and seconded, **“that the members of Senate approve a two-year pilot project to include a full week fall break (5 business days including Remembrance Day) for Saint Mary's Students starting Fall of 2018. The calendar will be modified to reflect the dates for fall 2018 as November 12th to November 16th and for fall 2019 as November 11th – November 15th”.**

- 24 teaching days per semester are provided for faculty in a Monday/Wednesday and Tuesday/Thursday schedule. The students refuted this fact.
- It was suggested that if in two years it does not work this can be changed back. It was also noted that in the next two years the Labour Day holiday happens in the first couple of days of the month. After that, it is much later in the month. It was also suggested that once implemented, decisions like this were not likely to be reversed.
- Students suggested that classes could be of longer duration, or classes could be taught on Friday. Senators were advised that many universities through-out Canada have a full week for fall break
- If we extend our 2018 fall break to five week days, classes will have to continue up until and including Dec 5 followed by two Study Days which brings us to December 8th Patronal Feast Day. We need 12 scheduled exam days. If there are no storm closures due to weather, that would take us up to and including December 22nd (after the university closure date).
- In 2018, Labour Day is September 3rd. The following year it is on September 2nd. This is an anomaly and it usually happens later in the first full week of September.
- If we extend the fall break, there will be a late end to exams. This will financially impact our international students who want to spend Christmas at home with their families. The expensive fares start around the 19-20th.
- Historically we have had very late dates and the international students complained because of the financial and time implications related to international travel.
- In addition to these issues, marks are supposed to be submitted within five days of the end of exams. Those grades have to be submitted and checked before the Christmas closure for the January Convocation.
- Senators were advised that other regional and Canadian universities are doing this. SMUSA are only suggesting this as a pilot to collect data and feedback to be able to access any advantages and issues.
- Senators were advised that SMUSA surveyed international students and their responses were in favour of this proposal. International students are only 33% of the student body.
- Sarty advised support for the proposal to run a pilot project.
- It was suggested that the university would need to collect data throughout such a pilot program.

- There is a danger with such a pilot program that the late finish to exams may delay the submission of grades and students could face being pulled from courses after the beginning of term because they do not have the required prerequisites.
- The President said he would like to see a set of pedagogical statements related to the rationale for this change.

Moved by Hall and seconded, **“that the Senate meeting be extended for 15 minutes to allow time to complete the business on the agenda.” Motion carried.**

- Nasrallah agreed to withdraw his original motion in favour of forming an ad-hoc committee to study the issue.

Moved by Nasrallah and seconded, **“to refer this question to an ad hoc committee to be formed for the purpose of reviewing the student proposal for a two year pilot project to create a fall break of five business days (including Remembrance Day).” Motion carried.**

- Question: When do we need to identify this change? Answer: Before March 1.
- Question: Is there a compromise? Answer: The general consensus was that Senators were not opposed to the students’ reasons and rationale. The issue is not related to a longer break period. The argument that other universities do it so Saint Mary’s University should do this too, does not work. If we are building a SMU solution, we need an argument on why we deliver the way we do.
- As a minimum, an Ad Hoc Committee should have representation from SMUSA, the Registrar’s Office, and a Dean.
- The Ad Hoc Committee should consider the benefits to being on a similar schedule as other universities. For example our exams start earlier than other universities. Varsity games interfere with that schedule.

Moved by McCallum and seconded, **“to create an ad-hoc committee to review the student proposal for a two year pilot project to create a fall break of five business days (including Remembrance Day) for Saint Mary’s starting Fall of 2018; to provide an update to Senate on January 12th; and to report findings to Senate on February 16. The committee is to be chaired by Dr Sarty and consist of 2 representatives from SMUSA, 1 rep from the Registrar’s Office, Dean Smith, and Mr Brophy”. Motion carried.**

17040

PRESIDENT’S REPORT posted as *Appendix G*

Summerby-Murray advised members that his report was posted on SMUport for those interested in reading the details:

- Today, the President attended a media session where the provincial government released a report that provides 10 recommendations to help prevent sexual violence on Nova Scotia university campuses. The report, Changing the Culture of Acceptance, was developed by the Sexual Violence Prevention Committee with a lot of input from SMU. Colin Dodds acted as

the faculty representative on this committee. Universities have committed to work to prevent and educate in relation to sexual violence. SMU is well along in initiating these recommendations.

17041

QUESTION PERIOD

Key Discussion Points:

- No questions due to time restrictions.

17042

ADJOURNMENT

The meeting adjourned at 4:45 P.M.

Barb Bell,
Secretary to the Office of Senate