

SENATE MEETING MINUTES
December 15, 2006

The 499th Meeting of the Senate of Saint Mary's University was held on Friday, December 15, 2006, at 2:30 PM, in the Secunda Marine Boardroom. Dr. D. Naulls, Chairperson, presided.

PRESENT: Dr. Dodds, Dr. Murphy, Dr. Dixon, Dr. Enns, Dr. Butler, Dr. Vessey, Dr. Wicks, Dr. Naulls, Dr. McCalla, Dr. Linney, Dr. Power, Dr. Kennedy, Dr. Rand, Dr. MacKinnon, Dr. Konopasky, Dr. Russell, Dr. Pe-Piper, Dr. Bjornson, Dr. Dawson, Dr. Stretton, Mr. Hotchkiss, Ms. Lefebvre, Dr. Sarty, Ms. MacDonald, Mr. MacDonald, Mr. Mitch Gillingwater, Miss Lopez, Mr. Steeleworthy, and Ms. Bell, Secretary to the Office of Senate.

REGRETS: Dr. Stinson, Mr. Jarda, Dr. Van Proosdij, and Mr. Churchill.

Meeting commenced at 2:30 P.M.

06037 **REPORT OF THE AGENDA COMMITTEE**

The revised report of the Agenda Committee was accepted.
The presence of Dr. Adam Sarty and Ms. E. MacDonald was acknowledged.
Members were advised of the revision to page one of Appendix F

06038 **MINUTES OF THE PREVIOUS MEETING**

.01 Minutes of the meeting of November 17, 2006, were *circulated* as **Appendix A.**

The following amendments were noted:

- M. Lefebvre moved from Regrets listing.
- Page 2, .02, bullet two end of sentence: replace “not withstand upward expansion” with “withstand the addition of only one more floor.” And in bullet four correct the word “Library” to read “Librarian”.

Moved by Dr. MacKinnon, and seconded, **“that the minutes of the meeting of November 27, 2006 are approved as amended.”**

Motion carried.

06039 **BUSINESS ARISING FROM THE MINUTES**

.01 SMUSA proposal for a "Work Stoppage Policy" Document attached as **Appendix B**

Key Discussion Points:

- Members were advised that the policy submission was developed in consultation with McMaster and York Universities. It has been modified for Saint Mary's University application.
- Copies of a document entitled “Senate Policy on the Academic Implications of Disruptions or Cessations of University Business Due to Labour Disputes

or Other Causes” were circulated to members. This document was designated as *Appendix L*. Dr. Murphy advised that he had provided the document to SMUSA VP Academic, Mitch Gillingwater at the last SMUSA Senate Caucus meeting. Dr. Dodds advised that this document addressed other situations other than work disruption due to labour disputes. It also addresses severe weather events and the resulting impact.

- In the absence of objections from Senate members and in light of the preexisting document, SMUSA representatives withdrew their motion. Student representatives requested a full copy of the document. **Action Item: Senate Office.**

06040

REPORTS OF STANDING COMMITTEES

.01

Academic Planning

- .0101 Annual Report 2005-06 of the Gorsebrook Research Institute attached for information as *Appendix C*
- .0102 Annual Report 2005-06 of the Centre for Leadership Excellence attached for information as *Appendix D*
- .0103 Annual Report 2005-06 of the Institute for Computational Astrophysics attached for information as *Appendix E*

Key Discussion Points:

- Question: What criteria does the University use to institute an Institute or Centre? Dr. Murphy advised members about the Senate policy that outlines an institute as an organization which has research as its main concern and a centre as having a broader educational function including teaching and research as its main concerns.
- The Senate Office will email a copy of the document BY-LAWS GOVERNING THE ESTABLISHMENT, REPORTING AND REVIEW OF INSTITUTES AND CENTRES AT SAINT MARY’S UNIVERSITY to Dr. Pe-Piper.
- **Senate accepted the reports above (.0101 - .0103) into the record of the Academic Senate in compliance with the Senate Policy Governing the Establishment, Reporting and Review of Research Institutes and Centres of Saint Mary’s University.**

- .0104 MPHEC Proposal for a Bachelor of Science (B.Sc.) in Chemical Biology, attached as *Appendix K*

Key Discussion Points:

- Dr. Butler advised that subsequent to Senate approval of the relevant recommendation in the Biology Department Program Review, there was an expectation that this document was going to come forward at some point.
- This program positions SMU very strongly in the region. There has been strong growth in this area at the graduate level and it is now starting to progress at the undergraduate level.
- Members were advised of a small revision in 4.1, last sentence, The *“relevant section of the”* external review of Biology is attached.....

- A member questioned the difference between this and a double major and received the following: As the program evolves, the two existing levels will integrate more. The intent is that this program would reside in the Chemistry Department with consultation from Biology. The Dean will work with the Department and Faculty to set up academic advising for students. The proposal is for a new program “Bachelor of Science, Major in Chemical Biology”. It is comprised of existing courses already being offered at SMU. No additional teaching resources are required.
- Discussion touched on whether it was necessary to submit to MPHEC since MPHEC already has a listing of the existing approved programs. Dr. Murphy will investigate.
 - *Subsequently the following was received from the registrar: “MPHEC appears to define anything of at least 30 credit hours to be a programme (even if it is not a credential), and it must be reviewed. Furthermore, if at least 25% of an existing programme changes, it must also be reviewed. All new majors, minors, concentrations, as well as the addition of coop should be sent forward to MPHEC for review.”*

Moved by Dr. Butler, and seconded, **“that Senate approves the amended proposal for submission to MPHEC.”**
Motion carried unanimously.

.02 Academic Regulations

.0201 Amendments to Regulations 29a, 27 a&b and 31c attached as ***Appendix F***

Key Discussion Points:

- Regulation 29a – Background was provided on the issues related to the distinction anomaly that has caused some students to switch out of an Honours program and into a major so that they could graduate with a distinction. This change gives the same distinction in both the Major and Honours programs.
- Members were advised that there was considerable variation across the county in the approach to distinctions. A number of Universities do not distinguish between a Major and an Honours programme.
- Last year there were approximately 12 students affected by this anomaly.

Moved by Dr. Dixon, and seconded, **“that Senate approves the revised Academic Regulation 29 a.”** Motion carried unanimously.

- Academic Regulation 27 a & b – Background was provided on the issues faced by students completing degree requirements in December but having to wait until May for their parchments. Senate must approve the graduation list before parchments can be issued. Students teaching in Korea and Taiwan must have the original parchment in order to teach. There are also unconfirmed reports that US immigration will not issue the letter for a work visa without the parchment.
- The change in this Academic Regulation proposes to bring a graduate list to Senate for approval in January. The Senate meeting

date in January may have to be put back one week because the time-line will be tight for producing the parchments. A computer audit of graduate requirements may be available by then and will help in this task. Members were advised that the new form will have instructions as to how this is accomplished. It was suggested that a self-assessment would be a valuable activity for students to undertake.

- Question: When does this take effect? Dr. Dixon advised that there are two students currently awaiting this approval and he would like to bring their names forward in January. Dr. Power advised that he has 25 MBA students that would also be interested.

Moved by Dr. Dixon, and seconded, **“that Senate approves the revision to Academic Regulation 27 a&b.” Motion carried unanimously.**

- Academic Regulation 31c – Members were advised that this is a minor editorial change to remove a comment that is not a regulation.

Moved by Dr. Dixon, and seconded, **“that Senate approves the revision to Academic Regulation 31c.” Motion carried unanimously.**

.0202 2007-2008 Academic Calendar attached as *Appendix J*

Key Discussion Points:

- The calendar of events is dictated by a variety of regulations and important dates that are fixed or established annually; for example, Senate policy states that the length of the fall and winter terms are to be equal and that the mid term break must be close to the middle of the year.
- The summer session schedule is also included in this calendar.
- It was noted that now that Senate has approved a January convocation, two dates will need to be inserted; one for the deadline for submissions and one for the convocation. Dr. Dixon advised that the official date will be the January Senate Meeting Date.
- An amendment was noted on the back of the calendar: Friday May 23 should be *Spring Convocation, 2008* (delete 2007).

Moved by Dr. Dixon, and seconded, **“that Senate approves the Academic Calendar as amended.” Motion carried unanimously.**

.03 Quality of Teaching

.0301 New Award Proposal attached as *Appendix H*

- Proposal for New Award: Saint Mary's University Educational Leadership Award.

Key Discussion Points:

- Two years ago, a sub-committee was formed to review the teaching awards presented on campus. It was noted that in comparison with other Nova Scotia Universities, there was one award that SMU should add.
- The criteria for the award were developed to reflect similar awards within other Atlantic Canadian Universities, and the Association of Atlantic Universities (AAU).

- This is an instructional development award and not a teaching award. It is not an award to recognize classroom teaching excellence. Very specific criteria have been outlined. One of the key criteria is helping other people and mentoring others. One of the goals is to honour people who disseminate proven/successful techniques to help others improve their performance.
- Concern was expressed that an emphasis on technical matters and innovation may be misleading.
- Members were advised that the word innovative only shows up once in the document.
- It was noted that this award would encourage instructors achieving significant success within the classroom, to assist others and to share such knowledge throughout the institution.
- Dr. Enns spoke in favour of this award.

The following friendly amendments were made:

- Criteria: (add the following to the list)
 - Developed a scholarly approach to teaching and learning.
- Eligibility:
 - First bullet - amend to read: “...*completed at least five years of (full or part-time) teaching service at Saint Mary’s.*” Make this change (*full or part-time*) throughout the document as appropriate.
 - Third bullet amended to read “*Chairs of departments are eligible.....*”

Moved by Dr. Konopasky, and seconded, “**that Senate approves the establishment of the Saint Mary’s University Educational Leadership Award as set forward in the criteria with the amendments as noted above.**”
Motion carried.

- Proposal for Naming of Saint Mary’s Educational Leadership Award.
 Key discussion points:
 - Dr. Sarty presented a brief summary of the reasons that Dr. Thomas has been recognized in this manner.
 - It was established that this award would be presented at convocation and funding would come from within the Quality of Teaching Committee and through sponsorship.
 - Members noted that the sponsor could not own the award name if the Senate took this action.

Moved by Dr. Konopasky, and seconded, “**that Senate approves the naming of this award as “Dr. Geraldine Thomas Educational Leadership Award.”**”
Motion carried unanimously.

06041 REPORT OF AD HOC COMMITTEES
 None

06042 REPORT OF JOINT COMMITTEES
 None

06043 REPORT OF PRESIDENTIAL COMMITTEES

None

06044

RECOMMENDATION FOR PROFESSOR EMERITUS

Nomination of Dr. Andrew Seaman as Professor Emeritus - Documents attached at *Appendix I*

Key Discussion Points:

- Dr. Dodds advised that according to Senate Process these recommendations should go to Senate Executive first. Senate members were asked to consider the submission.

Moved by Dr. Dodds, and seconded “**that the nomination of Dr. Andrew Seaman for Professor Emeritus status is approved and will be forwarded to the Board of Governors for awarding.**”

Motion carried unanimously.

06045

NEW BUSINESS FROM

- a. Floor (not involving notice of motion)
- b. Floor (involving notice of motion)
- c. Chair

Members were advised of a vacant position for a Senate Representative on the Budget Advisory Committee. Nominations were invited from the floor. Dr. Vessey nominated Dr. Jeff Power.

There being no further nominations Dr. Power was declared elected by acclamation.

06046

PRESIDENT’S REPORT

Dr. Dodds advised of the following:

- The High School recruitment campaign is in progress.
- The pending ACENET – Pan-Canadian announcement will confirm SMU’s involvement.
- Local Nova Scotia Guidance Counselors are on campus today. Various presentation are going on this afternoon.
- The government has chosen to use the 28.8 million dollars that was earmarked for infrastructure, to offset tuition through the awarding of bursaries/discounts/etc. Members were reminded that this is not new money but a flow-through of funds to the students. There will be an amount awarded for all NS students studying in Nova Scotia of approximately \$440.00 for students who are full-time over two terms and \$220.00 for students who are part-time over two terms. Implementation of this will be a significant workload for the SMU Administration.
- The government is committed to decrease or at least cap tuition.
- There are a number of issues being discussed related to what constitutes tuition and what is included. This will require reopening the MOU but there is no confirmation that there will be a second MOU.
- The future MOU (if there is one) could take about 8-9 months of discussion. In those discussions the Universities would present the budget needed on an aggregated basis.
- There has been a commitment by the government to provide for 3 student representatives at these discussions.
- There is a longer term commitment by the Government to reduce the level of tuition down to the national average.

- The increase that the government has put in was met by end of year money. In future budgets they will have to address the increase in the base.
- Current discussions have been going on related to infrastructure funding and what policies we could adopt relevant to that need. \$450 million is the figure that has been provided.
- The President's Christmas Dinner is this weekend.
- Mediation with SMUFU starts tomorrow at noon. The arbitrator is highly experienced. There has been movement by both sides towards an agreement. Dr. Dodds reported receiving a copy of the letter from the SMUSA President regarding students' concerns. He expressed confidence that an agreement would be reached.

06047

QUESTION PERIOD

- How is productivity improvement defined within the MOU with provincial government? Members were advised that there were two considerations: 1) the cost to run the system and the one percent gap between the 3.9 cap and the cost. The university has to submit a list of items achieved to date and that list has been accepted to date.
- Does the funding for tuition relief flow through the university? Members were advised that the funding does flow through SMU. Logically only the university is able to identify the NS students who are studying here. Members were advised that some of the graduate students studying here would have cheques issued for this. The criterion is the province of residence when the student first registered at the University. This is also the complication of full-time students taking a part-time course at Dalhousie and the process to prevent double-dipping is a manual one and takes significant time. Procedures for deciding who is eligible and who is not will have to be documented.
- Dr. Murphy requested that an item be placed on the January Senate agenda for a report presentation by the Task Force on Student Success.
- Keith Hotchkiss advised members that Alana Robb, our International Student Advisor, was given the International Service Award in recognition of her outstanding contribution to International students and that student Danica Francis, who is a double major in International Development Studies and Political Science, was presented with the Award for Student Leadership in Internationalization. These are national awards and were presented in Quebec City by the Canadian Bureau for International Education

06048

ADJOURNMENT

The meeting adjourned at 4:30 P.M.

Barb Bell,
Secretary to the Office of Senate