

## **SENATE MEETING MINUTES October 26, 2005**

The 490th Meeting of the Senate of Saint Mary's University was held on Wednesday, October 26, 2005 at 4:30 PM in the Secunda Marine Boardroom. Dr. Naulls, Chairperson, presided.

**PRESENT:** Dr. Murphy, Dr. Enns, Dr. Richardson, Dr. Vessey, Dr. Dixon, Mr. Hotchkiss, Ms. Lefebvre, Dr. Wicks, Dr. Power, Dr. Pye, Dr. MacKinnon, Dr. Stinson, Dr. McCalla, Dr. Russell, Dr. Bjornson, Dr. Linney, Dr. Naulls, Mr. Jarda, Mr. Shaw, Mr. Lordon, Mr. Churchill and Ms. Bell, Secretary to the Office of Senate.

**REGRETS:** Dr. Dodds, Dr. Pendse, Dr. Stretton, Dr. Konopasky, Dr. Beaupre, Dr. Bernard, Miss Heather Esling and Dr. Dostal

**05017**      **CALL TO ORDER**

Dr. Naulls, Chairperson, called the meeting to order at 4:37.

**05018**      **FALL GRADUATES**

.01      Documentation circulated at the meeting as Appendix B  
The following information was presented:

- The graduating class is slightly larger than last year.
- One correction was noted on page one - degree in Honors English.
- Point of information: A Library staff member is graduating with a Masters of Arts, Atlantic Canada Studies in this graduating class.
- The Registrar advised that all those to graduate have been cleared through Financial Services.
- A second PhD is being granted in Business Administration.
- The number of graduates in Applied Science is increasing.

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

Moved by Dr. Murphy, second by Dr. Richardson. **“to enable the Registrar to add such graduates to this list as may be identified.”** Motion carried unanimously.

- 05019**      **REPORT OF THE AGENDA COMMITTEE**  
           .01      See Annual Report, circulated for information as Appendix A  
                     The report of the Agenda Committee was accepted.
- 05020**      **MINUTES OF THE PREVIOUS MEETING**  
           .01      Minutes of the meeting of September 9, 2005, were *circulated* as  
                     **Appendix C**. The following amendment was noted:
- Page 5 - Motion by McCalla/Murphy to be changed as follows:  
           Moved by Dr. Murphy, second by Dr. McCalla, **“that Senate  
           approves the changes accepted by the Department for  
           immediate implementation. Deferred recommendations will be  
           analyzed and a report generated and submitted to Senate by ~~the~~  
           end of year May 1, 2006”**.
- Moved by Dr. Madeleine Lefebvre, second by Mr. K. Hotchkiss, **‘that the  
                     minutes of the meeting of September 9th are approved as amended.’  
                     Motion carried unanimously.**
- 05021**      **BUSINESS ARISING FROM THE MINUTES**  
                     None
- 05022**      **OUTSTANDING ITEMS FROM PREVIOUS AGENDA**  
                     None
- 05023**      **UPDATED MEMBERSHIP ON SENATE COMMITTEES FOR 2005-2006**  
                     Document entitled “Nominations for Senate Committees for 2005-2006”,  
                     circulated as **Appendix D**
- .01      List was approved as presented.
- 05024**      **UPDATED LIST OF MEMBERS OF SENATE 2005-2006**  
                     Document entitled “Members of Senate 2005-2006”, circulated as  
                     **Appendix E**
- .01      List was accepted as presented.
- 05025**      **REPORTS OF STANDING COMMITTEES**
- .01      **Academic Appeals**  
                     Annual Report circulated for information as **Appendix F**.  
                     Recommendations to be forwarded to the Academic Regulations  
                     Committee.
- .02      **Academic Planning**
- .0201 Annual Report circulated for information as **Appendix G**.  
                     .0202 Annual Report of The Centre for Leadership Excellence was  
                             circulated for information as **Appendix H**. Members were advised  
                             that this report is not the final report. A modified report is  
                             pending.

.0203 Members were advised that the Continuing Education Program Review report should be available for circulation by the end of December. A search is currently being conducted for a new Director.

- .03 Academic Regulations**  
Annual Report circulated for information as **Appendix I**
- .04 Admissions – no report**
- .05 Continuing Education**  
Annual Report, circulated for information as **Appendix J**
- .06 Curriculum**  
Annual Report, circulated for information as **Appendix K**
- .07 Elections**  
Annual Report, circulated for information as **Appendix L**

**Senate accepted the above reports (.01 through .07) into the record of the Academic Senate in compliance with Senate Bylaw article 5.1.11.**

- .08 Executive – no report**
- .09 Library – no report**
- .10 Property and Development – no report**

- .11 Quality of Teaching**  
Quality of Teaching Sub-Committee on Academic Integrity report, circulated as **Appendix M**  
Discussion:
  - It was suggested that a number of the recommendations have organizational and financial implications. It was pointed out that recommendation number 8 is for the creation of an ad hoc committee of Senate to address the implementation of these recommendations. This Committee would report back to Senate by April 7, 2006 on implementation.
  - A brief synopsis on the recommendations was requested. This was provided by Dr. V. Stinson. The following points were made during this presentation:
    - The committee tried to take into consideration the Collective Agreement, established organizations on campus and tried to promote doable recommendations.
    - Students felt that lack of full accessibility to prior exams created an inequitable situation and compromised their ability to behave with the utmost integrity. Past exams should either be fully accessible or not used.
    - There was discussion on exam structure and administration. Guidelines to be developed in consultation with staff, faculty and students and made publicly available. It was pointed out that only about 30% of faculty administer final exams and most use final tests.

- Strategy needed to assist first year students to succeed academically.
- Academic disciplinary procedure and policies need to be revised and updated. Dr. Dixon advised that lawyers are currently looking into the disciplinary policies and procedures, the Appeals process and the Senate By-Laws. Report expected by December 9<sup>th</sup> Senate.
- A need for educational initiatives to further promote academic integrity e.g. orientation week, work with OID, Writing Centre initiatives, etc.
- A mechanism is needed to ensure widespread distribution of the report. It was suggested that the report be placed on the OID website and that an announcement and a link be provided on SMU port.
- It was noted that the percentage of SMU students that may countenance academic dishonesty was too high.

Moved by Dr. Stinson, second by Dr. Russell, **“that Senate accepts the report of this committee and approves the eight recommendations in the report.” Motion carried unanimously**

**.12 Research Ethics Board**

- .1201 Annual Report, circulated for information as **Appendix N**
- It was suggested that this Committee should be recognized and commended for their dedication and expeditious handling of the business of this Board.
  - An error was noted. Saint Mary’s has no Department of Family Medicine. This section refers to a co-application between participants at Dalhousie and Saint Mary’s.

Moved by Dr. Murphy, second by Dr. MacKinnon, **“that Senate approves the report of the REB and will send a formal letter of recognition and praise for the work that this group has done.” Motion carried unanimously.**

- .1202 Membership change notice, circulated as **Appendix O**

Moved by Dr. Stinson, second by Dr. Vessey **“that Senate approves the request for the REB membership change.” Motion carried unanimously.**

- .13 Scholarship – no report**
- .14 Student Discipline – no report**
- .15 Student Participation – no report**
- .16 Faculty Council – no report**

**05024 REPORT OF AD-HOC COMMITTEES**

- .01 By-Laws**  
Annual Report, circulated for information as **Appendix P.**

Senate accepted the report of the By-Laws Committee into the record of the Academic Senate in compliance with Senate Bylaw article 5.1.11.

**05025**      **REPORT OF JOINT COMMITTEES**

**.01**      **Convocation**

It was reported that everything was on schedule and on track for Convocation. The Board of Governors awarded Professor Emeritus status to Drs. Badawi, Young and Byrne at their last meeting. These Professors have been invited to participate in the Fall Convocation.

**.02**      **Honorary Degrees – no report**

**05026**      **REPORT OF PRESIDENTIAL COMMITTEES**

None

**05027**      **NEW BUSINESS FROM**

**.01**      **Floor (Involving notice of motion)**

Amendment to Senate By-Law 5.103.2 Composition of Academic Regulations (1) Committee circulated as Appendix Q.

➤ Dr. Murphy presented the rationale for change as presented in the document circulated as Appendix Q and presented below.

5.000      **COMMITTEES OF SENATE**

5.103      **Committee on Academic Regulations**

5.1032 The composition of this committee shall be as follows:

- (1)      The Vice-President, Academic and Research, or his/her designate, who shall chair the committee;

Moved by Dr. Murphy, second by Dr. Enns, **“that Senate approves the By-Law change as presented in Appendix Q.” Motion carried 20-0 with one abstention.**

**05028**      **PRESIDENT’S REPORT**

None

**05029**      **QUESTION PERIOD**

Two statistical documents were distributed to members: Association of Atlantic Universities (AAU) 2005-06 Preliminary Survey of Enrolments and Students registered from HRM High Schools (public). Dr. Murphy advised members of the following:

- Enrolment figures – This is a count of students registered in the fall semester only in the various universities. It does not represent total numbers for the year. The following points were made:
  - AAU does not impose common definitions on all universities. Some institutions (like Saint Mary’s) count transfer students while others do not.
  - Most institutions report results in a consistent way year-to-year.

- Saint Mary's has had to adopt the way Banner determines full-time students. This resulted in an inflation of the full-time student numbers and a sharp drop in part-time students. The increase in full time students is more than offset by the drop in part time students. It was noted that thesis continuation students may or may not show up as full-time.
  - There is an increase in international and first year students over last year.
  - Fall registrations are almost level with last year.
  - Because Banner is session based, it appears that students are slower to register for winter courses. We anticipate the winter registrations to be equal and our budgetary figures to be met. Dr. Dixon advised that communication was the method by which students were being advised that they must register for both parts of courses (yy and xx) as well as both academic semesters.
  - It was noted that the number of international students appeared to be low and that some may show up on banner as part-time students. Students registered in January are not included in this report.
  - In the Self Serve section, Banner displays the seating capacity, the seats claimed and the number remaining. This system makes it easier for students to choose their courses. In closed courses, students may approach the professor who may provide an override. There is a percentage of students who do not know of this flexibility.
  - Cross listed courses cause a problem in reporting 'seats in use' numbers.
- HRM High Schools (public)
    - It is encouraging to see that the numbers from Halifax schools are up over last year although some schools need more attention devoted to them. Dr. Dixon advised that non-public schools are not mentioned in the report because we get very few students from this source. Graduates from non-public schools appear to prefer Dalhousie or to go out of province. Saint Mary's is taking measures to become more attractive to these students.

**05030**

**ADJOURNMENT**

The meeting adjourned at 5:51 P.M.

Barb Bell,  
Secretary to the Office of Senate