



One University. One World. Yours.

Halifax, Nova Scotia, Canada  
B3H 3C3  
Senate Office  
Tel: 902-420-5412  
Web: www.stmarys.ca

## SENATE MEETING MINUTES April 8, 2016

The 574<sup>th</sup> Meeting of the Senate of Saint Mary's University was held on Friday, April 8, 2016, at 2:30 PM, in the Secunda Marine Boardroom. Dr D. Naulls, Chairperson, presided.

**PRESENT:** Dr Gauthier, Dr Dixon, Dr Bradshaw, Dr MacDonald, Dr Smith, Dr Vessey, Dr Naulls, Dr Austin, Dr Campbell, Dr Bjornson, Dr Conrad, Dr Gilin-Oore, Dr Grandy, Dr Grek-Martin, Dr Henry, Dr Hlongwane, Dr Kozloski, Dr Peckmann, Dr Stinson, Dr VanderPlaat, Mr Hotchkiss, Ms Robert, Mr Sisk, Mr Rajnis, and Ms Murphy and Ms Bell, Secretary to the Office of Senate.

**REGRETS:** Dr Summerby-Murray, Ms DeYoung, Mr Michael, Dr Takseva, Mr Armoni, Mr Algermozi, Mr Rakotandrafara and Mr Rice.

Meeting commenced at 2:35 P.M.

**15065**      **REPORT OF THE AGENDA COMMITTEE**  
The report was accepted as circulated.

**15066**      **MINUTES OF THE PREVIOUS MEETING**  
Minutes of the meeting of March 11, 2016, were *circulated* as *Appendix A*.

Moved by Gilin Oore and seconded, “**that the minutes of the meeting of March 11, 2016 are approved as circulated.**” Motion carried.

**15067**      **BUSINESS ARISING FROM PREVIOUS MINUTE**  
.01      Saint Mary's University Web Steering Committee follow-up report.  
Report/recommendations of the Senate Sub-Committee on the University Website circulated for information only as *Appendix B*  
**Key discussion points:**

- There were some last minute edits to the report. A revised report will be provided to the Senate Office for posting.
- ITSS is working on Recommendations 1, 5, 6, and 8 and is getting closer to releasing the documentation site with a glossary and frequently asked questions. The goal is easy and quick access. A list of content owners, content editors and content writers has been identified and created. That list must now be validated but when that is accomplished the documentation site will be released.

- We met with CAID to discuss training options and in regard to improving that training. We will develop new training materials for CAID to use for training.
- The first steps have been taken towards the TerminalFour version 8 upgrade. We will continue to update version 8 as an on-going project.
- Internal Affairs has released a new branding site through SMUport, which includes information on the web.
- We are working on the feedback process and contact information for everyone to use.
- Question: Is everything you are discussion in the interim report that will be posted? Answer: Yes.
- Program Pages versus Departmental Pages: This is still going to be an ongoing discussion because there are pros and cons to both approaches. The Department pages have been updated to identify them. The website has been updated to flag the Departmental Pages as Departmental Pages and the Program Pages are flagged as Program Pages. This should make it obvious which is which.
- The electronic Academic Calendar has been developed and Enrolment Services is currently populating this now. Once it is released all the Program and Departmental pages will then be able to be changed to reference the Academic Calendar instead of individual content editors entering this information thereby duplicating effort and risking having outdated curriculum information on their sites.
- Question: Will the information in the electronic Academic Calendar be fed into the Program Pages? Answer: Yes.
- Question: Will there be any past Academic Calendar information in terms of students that started their degrees under previous Academic Calendars. Answer: The past Academic Calendars will still be available as they have in the past.
- We have reviewed a number of webpages and have identified a number of navigation inconsistencies. We will be consulting with the Deans and Communication Officers to make navigation as consistent as possible across the website.
- Success Maps work is underway and it will be integrated as soon as it is done.
- Question: What was discussed when you met with the Deans and the Communication Officers? Answer: Our discussions with the Deans were related to who is responsible for which sections of the website.
- Recommendation 9 regarding Faculty 180 and the profile from SMU CV – There is a prototype of the reformatted profile from SMUCV that has been developed in consultation with the Communication Officers. We will work with some faculty members to test this prior to rolling it out. We are also working on a search function for profiles from SMUCV.
- Recommendations 3, 4 and 10 - We are redrafting the Website Policy and Procedures (Policy 2-2003) to clarify some of the roles. We consulted with the Deans on the content ownership and roles of the Communication Officers. More consultation is needed. We also need to clarify the WEB governance in relation to the roles of Deans, Communication Officers, Public Affairs and ITSS.

- Recommendations 3, 4 and 10 - The Associate VP of External Affairs now chairs the committee of Communication Officers. This has been formalized as a sub-committee of the Web Steering Committee.
- We will also be developing a process to reach out and get feedback from users continuously through a variety of tools and methods for example, Senate, students, EMG, etc.
- In the last Senate meeting that we attended there was a Senator that reported they could not access their personal profile page. We were able to rectify that situation.
- Question: During a recent meeting with SimplyCast they advised us that have a communication platform that could potentially be applied to this university. Can you comment on this? Answer: We have this product under contract. This is an email/communication tool. It doesn't link into the website because it is more designed for pushing out communications. If anyone needs this type of functionality we can help with that. External Affairs is the area responsibility for this. Mr Alex Beckett should be able to help you or contact Perry Sisk who will identify someone that can help.
- The Vice-Chair of Senate thanked the Web Steering Committee task force for their progress to date. Improvements had been noted by faculty members.

15068

.01

**REPORT OF STANDING COMMITTEES**

Academic Planning Committee

MPHEC Proposal for a modification proposal for the MA in IDS, *Appendix C1* APC Memo, *Appendix C2* MPHEC Proposal.

Key Points:

- This proposal is a result of the academic review of this program. A conclusion of the external reviewers was that the program was too long. They recommended a reduction of credit hours. Their opinion was that it did not meet the standards of a typical MA in IDS in Canada. This modification continues the thesis stream and also introduces a Major Research Paper stream.
- For historical context, there used to be a Graduate Diploma in IDS, which was an MA without a thesis. This was more for the career professional looking for upgrading. The program was terminated because of lack of participation.
- Question: IDST 6695 Research Design covers both qualitative and quantitative methods appropriate to graduate level research, but the program does not include a statistics course. Without a background in statistics, will students that pursue the thesis stream be prepared for the research requirements? Answer: IDS thesis are predominately more qualitative than quantitative. There are also nine credit hours of electives in the thesis option and twelve credit hours of electives in the MRP Research option that could cover this.
- Concern was expressed that the program quality might be diminished by offering the option of the Major Research Paper. It was suggested that as a minimum, a 2<sup>nd</sup> reader should be added to address that concern. Answer: The difference between a thesis and MRP options is not one of quality. This approach addresses two very different types of students. This is a normalization to the standard practice in Canada. It looks different because it is not so course heavy, which was the recommendation of the external program reviewers.

- Question: Will the student have to defend the MRP? Answer: MRPs do not have to be defended. There is usually a presentation day but it is not a thesis defense.
- Bradshaw advised that the Sobey School of Business have implemented different streams within some programs. There are thesis options for students that are interested in a PhD program and who also want a more rigorous program. The MRP is beneficial for students not planning to take additional graduate training, but the program is not less rigorous. The MRP does not require a supervisory committee structure or a defense. MPHEC recognizes these types of programs and categorizes them in the research category.
- Question: Who sees these papers other than the supervisor? Answer: Members were advised that in the Sobey Business School, the program coordinator acts in this capacity. It was noted that this hasn't been addressed in this proposal.
- Because of workload on the IDS professors, it was suggested that there could be a quality control issue. If the work were to be reviewed by a secondary reviewer, that would be extremely beneficial to ensuring program quality.
- The following friendly amendment was suggested and accepted: That the program coordinator or designate act as a second reader for the MRP. The proposal will be sent back to the department for revision.

Moved by Gauthier and seconded, **“that the Senate approves the proposal for a modification to the Master of Arts in International Development Studies, to include the friendly amendment, for submission to MPHEC.” Motion carried.**

**.02** Proposal for a definition of certificates and diplomas for insertion into the glossary at the front of the Academic Calendar, *Appendix D1* APC Memo, *Appendix D2* Proposal.

Key Points:

- Question: Would this change trigger any changes to the existing situation? Answer: This has a potential to impact existing credentials. The goal will be to standardize the development of Certificate and Diploma Programs at Saint Mary's. It was noted that there will be anomalies such as the engineering diploma and that this definition on applies to undergraduate programs.
- Question: In the supporting table under Post-Baccalaureate Certificate it references the Human Resource Management Certificate and mentions laddering with a Diploma. What is a post baccalaureate program? Answer: These programs provide further study in an area of academic or professional specialization beyond the undergraduate degree. Post Baccalaureate Programs can be both Certificate and Diploma Programs. That is why it was mentioned.
- It was noted that Saint Mary's did a survey across the country at the time the last graduate program was proposed. It was discovered that graduate programs varied widely in terms of length and content.
- Question: Could this be used as a post-graduate credential? Answer: The reason it is called Post Baccalaureate is because it is primarily undergraduate courses bundled together into a certificate. It is understood that anyone registering for these programs would already have an undergraduate degree.
- Question: Could the diploma and certificate apply to any unit across the university? Answer: Yes.

- Question: Is it a credential or is it not a credential. Answer: If it is an exit credential, it is a stand-alone program. Other credentials can only be done in the context of a degree program. Right now we do not have any that are not exit credentials.
- Question: Would the Academic Calendar state that the basis of admission is that you have to be enrolled in another program? Answer: Yes.
- It was noted that we have a Certificate of Proficiency in French that has been around for 40 years and that it is not an exit credential.

Moved by Gauthier, and seconded, **“that the Senate approves the definition of certificates and diplomas for insertion into the glossary section of the 2016-2017 Academic Calendar.” Motion carried.**

**15069**

**REPORT OF JOINT COMMITTEES**

**.01**

Honorary Degrees Committee

Recommendation for Honorary Degree, *Appendix E* (circulated at meeting)

**Key discussion points:**

- The committee has been very active this semester. These awards would be considered a potential for the convocation of next winter or later.
- Dr Kozloski presented the recommendations from the Honorary Degrees Committee.
- Members were advised that the Honorary Degrees Committee has been reviewing the rules/criteria for the awarding of Honorary Degrees in addition to their terms of reference. These issues will be brought before the HDC for consideration.
- Senate needs some clarity on the context of awarding degrees to members of organizations of which SMU is a member. Concern was expressed regarding the optics of such an award.
- It was suggested that the information in the ‘Justification’ section of the table should be more substantive.
- The omnibus motion was withdrawn.

Moved by Kozloski and seconded, **“that the Academic Senate consider approving an omnibus motion to approve the recommendation for Honorary Degree(s) as submitted for forwarding to the Board of Governors for awarding.” Motion withdrawn.**

Moved by Kozloski and seconded, **“that the Academic Senate approves the recommendation for awarding an Honorary Degree to the nominee as discussed for forwarding to the Board of Governors for awarding.” Motion carried.**

**15070**

**NEW BUSINESS FROM**

**.01**

Floor (not involving notice of motion)

Discussion item: exams being scheduled from 7:00-10:00PM on Saturday night.

Key Points:

- This was a concern coming out of the Arts Executive. It was proposed that the Saturday night exam that goes to 10 PM disrupts students family and work schedules. There was also concern about students’ safety, having to travel home after 10:00 PM.

- Members were advised that there have been exams scheduled, at Saint Mary's, six days a week, morning, afternoon and evening for decades. It used to be that exams were scheduled in the evening for any course that was instructed in the evening.
- It was suggested that we could not justify eliminating exams on Saturday evening for safety concerns without doing the same for those on weekdays. If we eliminated all evening exams, the exam schedule would be three week long again and the study days would have to be removed.
- Members were advised that 70% of our students have jobs. Any exam schedule would conflict with a student's work schedule.
- It was suggested that the breaks between the exams be reduced from 2 hours to 1 hour. The response to that suggested was that students would then complain about the short break between exams when they have back to back exams. Students use this break for more than just eating. They use it for preparation for the next exam.
- There is no simple solution because we have students who work during the day and take classes in the evening. The evening is the best time for their schedules.
- Concern was expressed regarding Halifax Transit bus schedules on the weekends and that some routes do not have full service. It was also noted that the SMUSA Safe Ride Home does not operate on Saturday.
- It was suggested that a campus wide survey be done to identify whether students are concerned about this.
- It was noted that the Registrar's Office accommodates student with conflicts all the time. If a student had an issue related to getting home, we have forms for that and we can deal with those issues as they arise.

15071

**PRESIDENT'S REPORT**

Key Points:

The President was not in attendance due to travel. His report was posted on SMUport for member's review and covered the following areas:

- Student and Learning-Centered: Discovery and Innovation
- Internationalization and 'intercultural'
- Value and Values
- Financial Sustainability

15072

**QUESTION PERIOD**

➤ None.

15073

**ADJOURNMENT**

The meeting adjourned at 3:49 P.M.

Barb Bell,  
Secretary to the Office of Senate