

SENATE MEETING MINUTES
June 19, 2020

The 614th Meeting of the Senate of Saint Mary's University was held on Friday, June 19, 2020, at 2:00 PM, via Zoom. Dr Takseva, Chairperson presided.

PRESENT: Dr Summerby-Murray, Dr Butler, Dr Bhabra, Dr Francis, Dr MacDonald, Dr Sarty, Dr Bannerjee, Dr Brosseau, Dr Collins, Dr De Fuentes, Dr Doucet, Dr Grandy, Dr Grek-Martin, Dr Hanley, Dr Khokhar, Dr McKee, Dr Panasian, Dr Power, Dr Takseva, Dr Twohig, Ms Killam, Ms van den Hoogen, Mr de Chastelain, Ms Winters, Mr Tumusiime, Mr Zokari, Ms Sargeant-Greenwood, Dr Kay, Dr Masuda, Dr Ervine, Dr Vance, Dr Irving and Ms Bell, Secretary to the Office of Senate.

REGRETS: Dr Stinson, Mr Brophy, Ms Nankani, Dr Smith, and Ms Milton.

Meeting commenced at 2:04 P.M with the territorial acknowledgement.

20113 **REPORT OF AGENDA COMMITTEE**

The Senate Agenda was approved.

20114 **PRESIDENT'S REPORT Appendix A (10 min)**

Key Discussion Points:

This report is focused on government relations, international student recruitment and the national context.

- We continue to model the significant impacts of the pandemic on our finances and long-term financial sustainability.
- In the past month, we have lobbied the federal government through Universities Canada and the Canadian Bureau of International Education to address systemic challenges for international students to come to Canada or register online for fall 2020. Issues like the restrictions on global travel, study permits, geopolitical considerations are beyond our control. Work continues in the hope that the federal government will make further changes, that more visa application centers in key markets will be reopened, that the biometrics processing requirements will be relaxed, and the potential extension of the 'study online without a study permit' program will be put in place for the summer.
- The federal government travel exemptions for international students to enter Canada expires at the end of this month. We are all hopeful that the coming week will see an extension of this exemption.
- There is no commitment from any level of government to invest in operating funding for universities (we remain ineligible for federal government-funded business subsidies, for example). The federal government and provincial government have provided some support for research and the extension of

grants. We continue to lobby the federal government for support of the transition to online learning and for an assistance package for any losses of international student tuition revenue. There is no commitment for program assistance from the federal government, beyond the direct support of Canadians provided through the CERB and CESB relief packages.

- Discussion continue (including today) with the provincial government regarding some form of stabilization package for universities and a formal request has been made to Labour and Advanced Education by CONSUP. No further details are available at this point.
- The position of Director of Government Relations is extremely important at times like these. The incumbent, Stephen Moore, has ensured that we are ‘getting to the table’ with key contacts, especially with senior officials in both provincial and federal governments.
- Universities Canada has been especially effective in getting university presidents across the country into direct conversations (via Zoom) with key federal ministers, notably Immigration, Global Affairs, Human Resources, and Innovation, Science and Economic Development. These ministers are very active, in tandem with the PMO, in advancing the issues facing universities across the country.

Discovery and Innovation

- The President’s Standing Committee on the Prevention of Racism has met several times and has begun a series of ‘listening circles’ for students, staff and faculty, seeking a better understanding of systemic racism in our community and responding to the murder of George Floyd and others. A successful and powerful session was held this past week and the committee will advise shortly the dates for subsequent sessions.

Personnel

- As communicated to all members of the Saint Mary’s community this week, Gabrielle Morrison will retire from her (23-year) position on June 30. Ms. Michelle Benoit has been appointed to the position of Vice-President Finance and Administration effective July 1st. Michelle is an alumna of Saint Mary’s.
- Questions: What is the expected outcome of the work of the Presidential Committee on Racism? Answer: The simple goal is the erasure of systemic racism. The committee is listening very carefully and thoughtfully and will proceed slowly and cautiously.

20115

VICE-PRESIDENT ACADEMIC AND RESEARCH REPORT Appendix B

(10 min)

Key Discussion Points:

- FCE Registrations as of June 7 (for fall 2020):
 - Data was presented to Senate members. The data circulated for this meeting was the data existing 48 hours after our announcement regarding the fall term being offered on-line only.
- The drop in international enrolments has twice the impact of a drop in domestic.
- The June 14 data was very similar with minimal changes.
- Concerning the OUAC Data - comparison data is challenging in terms of getting objective answers related to what other institutions are doing.
- By way of a comparison, “OUAC 101” data represents applications from students finishing Ontario Grade 12. When students confirm an acceptance, their offers from other institutions are withdrawn. The deadline to confirm

was June 3, 2020 – so these start to become firm indicators under normal circumstances. This year requires that we be mindful that while confirmation statistics are a good indicator of intent, students are still not committed to enroll.

- Changes in confirmation data from last year range from -21.5% (Brock) to +30% (Queen's). This range of fluctuation is extraordinary and likely representative of student uncertainty. The U15 universities are all up, except for University of Toronto (-9.4%).
- Program interest is shifting. Psychology is up 126%
- STEM subjects are mixed, with Engineering (+4.1%) and Computer Science (+19.6%) up, but most others down (of order 5-15%)
- Humanities and Social Sciences are mixed. Languages and Linguistics are down 17.3%, Liberal Arts and Science and Humanities (one grouping) down 7.5%, but Social Sciences up 2.5%
- Commerce, Management, and Business Administration are up 2.7%
- Overall, confirmations are roughly level to last year, down 0.1% - so student interest is there.
- “OUAC 105” data represents applications from other parts of Canada and from international students. These are not so firm, as confirmation is not as meaningful for them. Students are likely applying to many schools outside of Ontario as well. Overall, such applications are up over last year by 4.3%, with much more variation across the universities. The program trends are very similar to those seem for the 101 applications, though with slightly more interest in some areas of Humanities and Social Sciences, along with Physical Sciences and Mathematics.
- It is hard to infer too much yet that might inform our situation, but there are clearly major shifts taking place in post-secondary education in at least one other (and large) province.
- The fall delivery of courses will be done on-line from the point-of-view of the medium, but the style of delivery will vary. Some courses will be synchronous, some fully asynchronous, and many likely a blend of both. We need to be able to communicate this clearly to students through updates to the timetable. Work has begun on that. This will be a continuing process through the summer as faculty clarify for themselves how they intend to deliver their courses.
- We know we need to provide additional resources to help full-time and part-time faculty move courses online. We are investing over \$300,000 from strategic reserves to support this with The Studio for Teaching and Learning serving as a key resource in helping faculty adapt their courses to remote delivery.
- Faculty will need production and technical support in order to record lectures of the same high quality that they would normally deliver in a classroom. We will launch this support in July and continue the effort into the fall. ITSS is also working on making computer lab software available remotely. Additional work is being done concerning how we can best support faculty with technology concerns for the fall term. Evergreen renewal is delayed but will continue. This will help faculty whose technology is aging and becoming less reliable.
- Working groups are being established comprising of:
 - Associate Deans from each faculty,
 - Interested faculty representatives from Senate, (one from each faculty was requested). Volunteers were: Dr Collins (Arts), Dr De Fuentes (SSB), Dr Hanley (Science)

- Student representation,
- Key staff (e.g. lab technicians),
- Student Affairs and Services staff (those supporting service learning and co-op).
- The Working Group will be charged to develop protocols for how we can create meaningful learning experiences on campus. Faculty members will be able to submit requests through this group, which will be supported by an Advisory Committee tracking and providing guidance to all the different research and work activities place on campus.
- The Studio is also running “Jump Start 2020” to help students become better online learners.
- All of this is intended to complement, and be supported by, efforts underway to provide a meaningful student experience. This would normally be provided through campus activities and workshops. Our goal is to create and maintain that spirit of being a Santamarian.
- The Patrick Power Library has also been active in preparing to support teaching, learning, and research more effectively through the summer and fall.
- A number of “return to research” protocols have been approved. To date, all are related to either COVID-19 related research projects requiring laboratory access – or fieldwork within province.
- An advisory body has been struck to assist the AVPR and others in assessing risks, potential crowding concerns, and other matters of occupational health and safety that are not always obvious within the application but become apparent considering other research or support activities taking place on campus.
- Lessons learned through the “return to research” process will be invaluable as we look to support more activity on campus.
- The Ministry of Labour and Advanced Education (LAE) has been working with the universities collectively on a “return to work” protocol for the sector, like what has been done for other sectors in Nova Scotia. That is being reviewed by Dr. Strang’s office. This will not automatically set a return to work in motion but will help us shape what that will look like when it becomes possible.
- Senators asked for a single contact point to discuss issues of accessibility.
- Details were requested concerning the COVID19 allowance accessible to faculty. Response: One example of an application would be money for microphone and camera equipment that is necessary for office computers.
- Question: Is there a consistent definition for synchronous / asynchronous course offering? Answer: There is a challenge related to having an asynchronous course with a synchronous exam. If it is fully asynchronous, there is never a specific time when a student must attend. The definitions are different from one faculty to another. The Associate Dean of Arts advised that he had been sharing the definition developed by Dr. Sam Veres in Science (Assoc. Dean). **Action item: Twohig** will send the definition to Bell who will share it with members. SMU should develop a shared institution-wide definition based on Dr Veres’ version. The strong preference is to have asynchronous courses wherever possible.
- Question: Do we have a university-wide license for Zoom and can Faculty acquire accounts? Shall we assume ITSS will be in charge of setting up accounts and support? Can university messaging address this? Answer: There is a commitment to support Zoom for faculty that want to use it for

teaching in the fall. ITSS and SAS will be providing support. Faculty can contact the ITSS help desk to activate a Zoom account

- Question: Can a course be identified on Banner as combining synchronous and asynchronous modes of delivery? It was suggested that we have a third option of 'hybrid' to address (at least in part) the idea that a faculty member may want to have some asynchronous aspects of the course such as lectures but some synchronous aspects such as exams or discussions. This is an important issue for a number of faculty (particularly faculty with lab courses, who are interested in delivering lectures asynchronously and labs synchronously). Can Banner have a third option listed? Answer: While we want to avoid having too many labels, there will be further consideration of the term hybrid and its potential inclusion in the list of options in the weeks ahead.
- Question: Can we identify them on Banner as a hybrid? Answer: In consultation with Dave Peters, he suggested that faculty discuss this with The Studio.
- As soon as we go synchronous, we have issues with time zones.

20116

SMUSA PRESIDENT'S REPORT Appendix C (5 min)

Key Discussion Points:

- Samantha Graham, SMUSA's VP External, has been elected as Chair of Students NS.
- SMUSA continues to gather student feedback and support for Open Educational Resources (OERs) and connect with potential faculty champions.
- Bryn de Chastelain has been elected as Chair of the Board of Directors for the Canadian Alliance of Student Associations (CASA).
- CASA recently published a report on student concerns and needs during the COVID-19 pandemic. The report outlines some concerning statistics regarding student mental health, employment, and plans for fall 2020.
- Students continue to call for tuition and student fee decreases. The 7% tuition increase this year is particularly hard for International Students already challenged by COVID-19 issues. International students are also not eligible for the Canada Emergency Student Benefit. They are eligible for the Emergency Response Benefit but because of the employment issues around COVID-19, it was difficult to meet the criteria for that benefit.
- Student complaints/concerns focus on online classes, and specifically quality of instruction, faculty engagement. Students are concerned about a lack of lectures, lengthy response time to emails/calls, and limited teaching.
- Students are requesting information about online class delivery, specifically what they can expect from the online classes. There is a stark difference in terms of what students received in the classroom and in online delivery modes. It is imperative that students clearly understand what the University and Faculty are doing to maintain the quality of courses.
- Students want clearly articulated plagiarism expectations when it comes to online tests and exams. Students who would not usually be accused of plagiarism in a face-to-face environment are being accused in the online environment due to their memorization of course content
- SMUSA expressed students' concerns over privacy and safety regarding the possible use of a browser-locking software that records students during a test.

- Questions: Has SMUSA looked at eliminating the required fee for Halifax Transit in the fall? Answer: Transit is free through the summer. That fee was eliminated for the summer terms. The assumption is that transit will not be free in the fall. This is being negotiated but no decision has been made.
- It is important that Senate clearly communicate to the community, students and instructors that instructors must continue to provide the quality of instruction that they have always delivered at Saint Mary's. Any work delegated to a tutor, or a TA must be in addition to what is usually done.
- Question: Shall we remind Faculty that requests for accommodations by students may be higher than usual this fall? This could range from assignment submission extensions, especially for international students who are not in the Halifax time zone, to requesting close captions on any video lectures uploaded on Brightspace.
- Timely and clear communication between faculty and students, between AVP, Deans and faculty, will be of crucial importance in delivering a full curriculum online.
- It is important to state that some Faculty have had concerns about being required to give more personal information to students, such as a phone number. Some students wish for more engagement with their professor. Any thoughts from SMUSA? Response: There are student concerns in this regard. Students are also concerned about the digital divide in Nova Scotia. We hope that the lack of understanding of the rights and entitlements in the virtual mode can be addressed. Identification of the path forward is critical. Bryn de Chastelain offered to work with faculty to develop a list of expectations that everyone that can abide by. Action Item: Butler will add Bryn to the working group.
- Senators were advised that Teams have phone functions that could be used and faculty do not have to give out their personal numbers.

20117

MINUTES OF THE PREVIOUS MEETING

.01 Minutes of previous meeting of May 15, 2020, *Appendix D1*.

In the absence of any objections or corrections, the minutes of the meeting of May 15, 2020 are approved as posted.

.02 Minutes of previous meeting of June 3, 2020, *Appendix D2*.

In the absence of any objections or corrections, the minutes of the meeting of June 3, 2020 are approved as posted.

20118

BUSINESS ARISING FROM PREVIOUS MINUTES

.01 Senate Committee on Learning and Teaching - Recommendations for revisions to Senate Policy on the Academic Implications of Disruptions of University Business – deferred to July)

Key Discussion Points:

- Deferred. No discussion.

.02 Bylaws Committee – revisions to section 5.2.11 Executive Committee (deferred to July).

Key Discussion Points:

- On June 12, there was a joint meeting of the Executive Committee and the Bylaws Committee. During discussions, it was identified that there may be the need for a general reform in terms of the number and TORs for Senate

Standing Committees. Both committees agreed that this was a task to be addressed after the current situation is resolved. The Executive Committee will create a revised terms of reference to clarify current practices.

- The Bylaws Committee was tasked with revision of the composition of Senate. The research of other universities in Canada was done but it was determined during discussion that this section of the TOR specifically depends on the responsibilities assigned to the committee. The task assigned to the Bylaws Committee has been deferred until the TOR section has been revised.
- Further discussion deferred.

20119

OUTSTANDING ITEMS FROM PREVIOUS AGENDAS

.01

Continuing discussion on respectful behaviour on campus, and Code of Conduct enhancement.

Key Discussion Points:

- Butler advised that the BOG considered the code of conduct at a meeting this morning and passed the document. The Board was advised that this is a living document and would be subject to further updates.

20120

REPORTS OF STANDING COMMITTEES

a)

Academic Planning Committee

i. Chemistry Program Review documentation (Dr Masuda attending to answer questions)

Appendix E – APC Notice of Motion, *Appendix F* - Recommendation-Comparison summary (includes Dean’s response to ERC rpt), *Appendix G*- Self Study Report, *Appendix H* - Self Study appendices (H1-H4), *Appendix I* – Dean’s Response to Self Study, *Appendix J* - External Review Committee’s (ERC) Final Report, *Appendix K* - Department Response to ERC Report.

Key Discussion Points:

- **Recommendation 1:** Senate supports the response of the Dean and looks forward to the outcome of the planned retreat. Senate encourages the Department to reflect on the differences between CHEM 1211 and 1212, and to examine whether varied themes and examples drawn from across the physical and life sciences can be incorporated in one course.
- **Recommendation 2:** Senate concurs with the responses of the Department and the Dean.
- **Recommendation 3:** Senate concurs with the responses of the Department and the Dean.
- **Recommendation 4:** Senate encourages the Department to initiate student information sessions in this regard. Senate also encourages the Department to discuss the pros and cons of flexible sequencing within the CHEM major if students wish to delay Physical Chemistry to third year in order to further their MATH skills in preparation.
- **Recommendation 5:** Senate concurs with the responses of the Department and the Dean.
- **Recommendation 6:** Senate applauds the Department for their positive and quick response to this recommendation.
- **Recommendation 7:** Senate looks forward to the outcome of Department discussions on this recommendation at the planned retreat.
- **Recommendation 8:** Senate concurs with the responses of the Department and the Dean.

- **Recommendation 9:** Senate concurs with the responses of the Department and the Dean.
- **Recommendation 10:** Senate commends the Department and Dean's Office for working collaboratively to respond to this recommendation, and encourages them to continue in this manner.
- **Recommendation 11:** Senate concurs with the responses of the Department and the Dean.
- **Recommendation 11b:** Senate concurs with the responses of the Department and the Dean and notes that Degree Works will help in this regard.
- **Recommendation 12 & 13:** Senate encourages discussion on this recommendation during the upcoming Department retreat.
- **Recommendation 14:** Senate supports the responses of the Department and the Dean and believes students should have a greater choice in this regard.
- **Recommendation 15:** Senate supports the Department's response and looks forward to the outcome of discussions at the upcoming retreat.
- **Recommendation 15a:** Senate supports the Dean's response and encourages the Department to work with the Dean's Office and the Science Outreach Office to ensure accurate information about preparation and career options in Chemistry.
- **Recommendation 16:** Senate encourages the Department to work with the Dean's Office, the Biology Department and the Manager, Program Review to explore the steps involved in developing a biological chemistry program.
- **Recommendation 17:** Senate supports the responses of the Department and Dean and encourages the Department to consider this recommendation further at the upcoming retreat.
- **Recommendation 18:** Senate concurs with the responses of the Department and the Dean.
- **Recommendation 19:** Senate supports the Deans response and encourages the Department to consider TA training needs across their curriculum, beyond the first year courses. We encourage the Department to consider repurposing the prelabs to address the concerns raised by the reviewers.
- **Recommendation 20:** Senate concurs with the responses of the Department and the Dean.
- Due to COVID-19, it was not possible to hold the department retreat. It will be organized as soon as restrictions have been lifted.
- Question: If the Department retreat cannot be held in a timely fashion, can the timeline be extended? Answer: If necessary, the Department can submit a request for extension from the APC.

Moved by Butler and seconded, **“that due to the time of year, the Chemistry Program submit an action plan based on the preceding recommendations to Academic Planning Committee in October 2020 based on the responses above.” Motion carried.**

and

Moved by Butler and seconded, **“that in October, 2021, the Chemistry Program submit a one-year report to the Academic Planning Committee on**

the progress made on the Action Plan according to Section 5 of the Senate Policy on the Review of Programs at Saint Mary's University." Motion carried.

- ii. Computing Information Systems Program Review documentation
Appendix L – APC Notice of Motion, *Appendix M* – Recommendation-Comparison summary, *Appendix N*- Self Study Report, *Appendix O* - Self Study appendices (O1-O5), *Appendix P* – Dean's Response to Self Study, *Appendix Q* - External Review Committee's (ERC) Final Report, *Appendix R* - Department Response to ERC Report, *Appendix S* – Deans Response to ERC Report / Dept Response.

Key Discussion Points:

- **Recommendation 1:** Senate supports the Program and Dean responses, and applauds the program for the development of three new elective courses in response to this recommendation. Senate encourages the program to think about strategic changes to their major.
- **Recommendation 2:** Senate applauds the program for focusing on addressing student needs as well as the needs of the business community for professionals in the local and national markets. During the budgetary process, the Dean and program are encouraged to discuss ways to address this recommendation in the future.
- **Recommendation 3:** Senate encourages the program to work with the Dean to investigate ways to enhance recruiting activities.
- **Recommendation 4:** Senate supports the responses of the program and the Dean and looks forward to the outcome of the activities proposed in the program response.
- **Recommendation 5:** Senate supports the responses of both the Program and the Dean

Moved by Butler and seconded, **“that due to the time of year, the Computing Information Systems Program submit an action plan based on the preceding recommendations to Academic Planning Committee in October 2020 based on the responses above.” Motion carried.**

and

Moved by Butler and seconded, **“that in October, 2021, the Computing Information Systems Program submit a one-year report to the Academic Planning Committee on the progress made on the Action Plan according to Section 5 of the Senate Policy on the Review of Programs at Saint Mary's University.” Motion carried.**

- b) Academic Regulations Committee
These revisions to Academic Regulations were originally submitted to the Senate meeting of 20 March 2020. This was the last day on campus before Saint Mary's switched to virtual operations. Senators deferred the discussion on these items to make room for more pressing concerns related to COVID-19 and virtual operations.
- i. *Appendix T1* - ARC Notice of Motion, and *Appendix T2* – Revisions to undergrad Academic Regulation #18 and graduate Academic Regulation #33 - Academic Integrity.

- ii. **Appendix U1** – ARC Notice of Motion, and **Appendix U2** – Revisions to undergrad Academic Regulation #11 and graduate Academic Regulation #31 - Academic Appeals.
- iii. **Appendix V1** – ARC Notice of Motion, and **Appendix V2** - Revisions to undergrad Academic Regulation #10 and graduate Academic Regulation #26 (Special Examinations), undergraduate Academic Regulation 7h (Standing Required), and undergraduate Academic Regulation #8 (Tests, Examinations and Evaluations).
- iv. **Appendix W1** – ARC Notice of Motion, and **Appendix W2** - Revisions to undergrad Academic Regulation #6 and graduate Academic Regulation #29 (Grade Point Average), undergraduate Academic Regulation #15 (Procedure for Changing Faculty), undergrad Academic Regulation #19 and graduate Academic Regulation #4 (Advanced Standing), and undergraduate Academic Regulation #20 and graduate Academic Regulation #13 (Transfer Credit Hours).**Key Discussion Points:**
 - Discussion deferred to the July Senate meeting due to the absence of Dr Smith.

20121

NEW BUSINESS FROM

- a. Floor (not involving notice of motion)
 - 1. Conferring the degrees and distinctions for the BNUZ students, enrolled in our joint Commerce program at Beijing Normal University in Zhuhai. **Appendix X.**

Key Discussion Points:

 - There are 72 graduates. Ms Killam provided a screen share of the list.
 - Question: Is it unusual that there are two graduates with an unspecified major? Answer: In the Academic Calendar at the beginning within the Sobey School of Business pages, there is detail about a B. Comm program without major.
 - Question: Is there any indication in relation to the sustainability of this program? Answer: BNUZ will no longer be stand-alone and will become a satellite campus of Beijing Normal University. It will be called Beijing Normal University in Zhuhai. We are discussing what this means to SMU and there are risks both in terms of the change of the status of the campus in Zhuhai and in the current political situation. In addition, there is no longer a President at BNUZ.
 - The campus was closed until the second week in May.
 - There is considerable concern in terms of the pro-democracy movement and the potential impact of that.
 - Question: Is there any direct approach to BNU at the level of President? Answer: Our President has not met the President of BNU. There is a much stronger centralization of post-secondary education in China. There are also changes happening in relation to academic freedoms. Our faculty teach as they wish, and BNUZ was accepting of our approach. We are not confident that our approach to teaching will be accepted by BNU.
 - There is a very different landscape developing there.
 - The work of Dr Morales and Mr Regan was applauded for their nurturing of this program.

Moved by Killam, and seconded, “**to confer degrees and distinctions on those represented on the BNUZ graduation list (circulated as Appendix X) at the Spring Convocation**”. Motion carried.

2. Program Reviews and Impact of the Recently Implemented Moratorium on New Contracts (SMUFU CA Art. 23). Implications for sessional and part-time hiring?

Key Discussion Points:

- This item arose from the desire of some programs for some latitude concerning deferrals of program reviews.
- APC has always been open to requests for deferral of program reviews when the circumstances warrant. This has been further augmented by the messaging from MPHEC. They acknowledge that there may be challenges given the current circumstances.
- At this point, we have had two program reviews handled remotely, and both have gone very well. We also had an institutional review conducted remotely and it went extremely well.
- Any requests for deferral should be submitted to APC. They will be considered based on the rationale.
- Question: Would a program be compelled to go ahead with a review? Answer: Requests will be deferred with adequate justification. Generally speaking SMU is well positioned in terms of the scheduling of program reviews and our adherence to quality program processes.

3. Discussion items concerning:

- a) The recently implemented Moratorium on New Contracts (SMUFU CA Art. 23). Implications for sessional and part-time hiring?
- b) The impact of full online delivery on academic programming and integrity.

Key Discussion Points:

- Concern was expressed that SMU was losing students because of the lack of response to students on program integrity matters. There are significant concerns related to faculty complements and program quality.
- Question: Faculty asked that the EMG open a dialogue with programs and departments concerning faculty complements. Response: The University is already engaged in this regard with a grievance from SMUFU. We are looking at our options in consideration of our financial situation (which has been significantly impacted). Discussions are underway but not concluded and further information in this regard cannot be provided to Senate at this time.
- We are making significant changes in terms of Human Resources. There has been a step and scale freeze for the EMG, Academic Administrators Group (Deans and AVPs), and the Senior Management Group (SMG).
- Senior management is discussing all of the concerns of faculty discussed here.
- Concern was expressed about programs like IDS. Their programs have been significantly impacted by the current situation. SMU needs to reflect on the impact of statements and decisions on

individual programs, specifically in relation to the mission of our university.

- Communication is very important. There is minimal communication coming from the university. Departments are being left to muddle through with communication to candidates as best they can with limited information. Faculty senators requested a greater degree of dialogue and communication between members of senior administration and chairs of departments regarding the best strategy and ethics in informing potential hires of the current situation.
- Senate is responsible for the academic integrity of the institution. In this regard, the moratorium is affecting academic quality and integrity. There are many different situations within different programs. Some flexibility was requested rather than a blanket moratorium.
- Question: Is there a timeline to work towards for decision-making? Answer: Initial approval of long-term appointments is predicated by the availability of part-time instructors. If a part-time instructor is available, departments and programs are encouraged to pursue this route. Some courses may be cancelled due to lack of enrolment or lack of resources to instruct them.
- Questions: Courses that these new instructors are going to be responsible to teach are already on Banner. Will programs/departments be asked to cancel those or hire part-time instructors for them due to the hiring freeze? It would be problematic at this point in the year to hire for September.
- Senators were advised that SMU would be monitoring course admissions in this regard.
- Question: Is there a criteria concerning cancelling courses? Answer: This is normally done by the Dean in August. **Action Item: The VPAR and the Deans** will discuss this.
- Guests requested to address Senate on these topics:
 - The academic activities of the university are of prime concern. Clear communication is needed.
 - IDS delivers a large program with 3 faculty and 13 FCEs. We are short of resources and though we appreciate the challenges of the current situation, we need the one tenure track position that is currently frozen. Our current students lack confidence in the sustainability of the program in these circumstances. We cannot respond to the student inquiries because we simply do not know what to tell them. We cannot provide the quality programming for students that is needed for the academic integrity of the program. Response: The President acknowledged the point of the challenges of managing in uncertainty. The financial situation that will exist in the fall is uncertain and the university has had no indication what to expect from the province or the federal government. A forced decision now would be a negative decision. If we work together over the next few weeks, we may have a solution that can be communicated after that point of time.
 - Senators were advised of a non-monetary issue that could have been addressed but was not. The university could have reached out to the six candidates for a tenure-track position to update them on the decision-making process. People understand

delays in the current environment, but they do not understand the university dithering on making a decision.

- Recognizing that the tenure-track positions are important, but returning to the issue of LTAs, we are being told to use part-timers this year. How are we to communicate that to candidates? Could Departments/Programs receive advice concerning how to communicate the situation to candidates? **Action Item: Butler/Summerby-Murray** will consult and respond to those Departments/Programs in this situation.
- Faculty can be part of the solution. If we increase communication between EMG and faculty members, we may be able to identify solutions.
- Management was asked to consider the degrees of impact these decisions have on individual programs.
- Faculty members have provided feedback related to on-line delivery issues. Elected Senators were asked to reach out to their peers to identify their issues and bring those for discussion in Senate.
- Concern was expressed about leaving some of our students behind in terms of technology, as not all students have good access to devices or reliable internet.
- Concern was expressed about the impact of lock-down on programs/activities.
- The ownership of intellectual property rights is also a concern with instruction going online.
- There are two articles worth reading on CBC today. One on the digital divide and another on academic integrity issues.
- Respondus LockDown Browser is a custom browser that locks down the testing environment within a learning management system. It came up because of discussions with faculty on this issue. There is currently a privacy impact assessment underway on this.
- We will be providing faculty with a statement related to their intellectual property that can be inserted into their materials. There are methods of recourse if there are issues.
- The item of the impact of full on-line delivery will remain on the Senate Agenda for the immediate future.
- Learn more about copyright and your rights at: <https://smu.ca/academics/copyright.html>
- This is Dr MacDonald's last Senate meeting as Dean of Arts. Senate expressed their appreciation for all Dr MacDonald's contributions

20122

ADJOURNMENT

The meeting adjourned at 4:34 P.M.

Barb Bell,
Secretary of Senate