

26 September 2001

Dear Member of Senate:

I advise you that a meeting of the Senate of Acadia University will occur **at 4:00 p.m., Tuesday, 9 October, 2001** in Room 132 of the Beveridge Arts Centre. The AGENDA follows:

- 1) Minutes of the Meeting of 9 May 2001
- 2) Announcements and Communications
 - a) Vacancies on Senate and Senate Committees
- 3) Approval of List of Graduates for the Convocation of October 2001 **(012-04-CON)**
- 4) Business Arising from the Minutes
- 5) New Business
 - a) Admissions & Academic Standing Committee (Policy) – Re-read Procedure **(012-01-AAS) ***
 - b) By-Laws Committee - Ratification of Faculty Constitutions [Science & Arts] **(012-02-LAW) ***
 - c) V-P (Academic) – Acadia University Library Records to the main RELAIS **(012-03-VPA) ***
 - d) Research Ethics Board – Replacement for Arts Faculty Representative
 - e) Research Ethics Board – Notice of Motion re Membership of this Committee
- 6) Other Business

Yours sincerely,

Jane Cayford
Registrar and Secretary of Senate

* Material Attached

Attachment 2)a)
Senate Agenda/9 Oct 01

VACANCIES STILL ON SENATE AND SENATE COMMITTEES FOR OCTOBER MEETING:

- 1 Board of Governors Rep to replace John Boyd – October 2001 to October 2004 – 3 years
- 1 Professional Studies Rep to replace Gail Frost – until 31 Jun 2004 – 3 years
- 1 Graduate Student to replace Patrick Myers – until 31 Jun 2002 – 1 year
- 1 Art Senator for the Nominating Committee to be nominated by Secretary to Senate and elected by Senate to complete a term begun by M. Grieve – 1 Jul 2001 – 31 Jun 2002 – 1 year.
- 1 P&A Sc Senator for the Nominating Committee to be nominated by Secretary to Senate and elected by Senate to replace P. Cabilio – 1 Jul 2001 – 31 Jun 2004 – 3 years
- 1 Prof. St. rep for the Faculty Development Committee to be elected by faculty for a 3 year term

Report of the Senate Admissions & Academic Standing Committee (Policy)

At the April meeting of Senate, the Policy Committee was asked to consider two matters:

- a) whether the cumulative grade point average should include the best grade or the most recent grade where a student had repeated a course; and
- b) a proposed rewriting to the re-read procedure to ensure that it was clear that courses which did not use a formal examination for assessment would have a re-read mechanism.

The committee discussed the make-up of the cumulative grade average and makes no recommendation for change from the motion passed at the April meeting of Senate.

The committee proposes rewording of the regulation about re-reads and presents the following notice of motion:

Notice of Motion

Re-read Procedure

Any request to re-read an examination paper (**or its equivalent in a course using an alternative form of assessment**) must reach the Registrar within 30 days after release of the final examination results.

[proposed addition in **bold**]

Michael Leiter
Vice-President (Academic)
May 2001

Review of Faculty Council Constitutions

On 8 January 2001 Senate passed the resolution that: “Senate instruct the Arts Faculty Council to submit its amended constitution to Senate for ratification and that all faculties (Arts, Professional Studies, and Science) be instructed to submit their constitution to Senate for ratification” (001-18-ARTS).

Article VIII (a) ii of the Constitution and By-Laws of the Senate of Acadia empowers the Senate By-Laws Committee to review annually the by-laws of the Senate, Faculty, and Faculty Councils and recommend any changes or additions deemed necessary.

Consequently, the Senate By-Laws committee reviewed the Constitutions of the Faculties of Professional Studies and Pure and Applied Science, and the Constitution and By-Laws of the Faculty of Arts. There are some issues to be clarified regarding Professional Studies. The By-Laws Committee moves the ratification by Senate of the Constitution and By-Laws of the Faculties of Arts and Pure and Applied Science.

For sake of greater clarity, the recent amendments passed by the Faculty of Arts and Pure and Applied Science Councils are attached.

Submitted by M. Grieve on behalf of the Senate By-Laws Committee
September 27, 2001

PLEASE NOTE:

The entire constitution for the Faculty of Pure and Applied Science and the Faculty of Arts has been placed on Reserves at the University Library for those wishing to make a copy or they may be viewed at the following web sites:

<http://ace.acadiau.ca/science/fpascouncil/constitution/FPASconstitution.htm>
<http://ace.acadiau.ca/arts/Council/council.htm>

Changes to Faculty of Pure and Applied Science By-Laws

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VIII COUNCIL COMMITTEES

- (E) The Faculty Elections Officer shall conduct an election for one member of the Nominating Committee each year after nominations from the floor are obtained at the fall meeting of the Council. The term of duty on the Nominating Committee will normally be for three years, one member retiring each year, the most senior member acting as chair. The term of office shall normally be from 1 July following election to 30 June.

It shall be the responsibility of the Nominating Committee to nominate candidate(s) for

- a) the Secretary – each year at the winter meeting of Council,
- b) the Elections Officer – each even calendar year at the winter meeting of Council,
- c) FPAS Scholarships and Awards Committee – three members each serving a three-year term, one new member added each year at the winter meeting,
- d) FPAS representatives to other Faculty Councils – one member to each Faculty Council on two-year terms, each even calendar year at the winter meeting of Council,
- e) Board of Governors – one member, three-year term,
- f) Department Review Committee members from cognate departments – as required in the current Collective Agreement,
- g) Academic Discipline Appeals Committee – one member, three-year term,
- h) Academic Program Review Committee – one member, three-year term
- i) FPAS representative on the Admission and Academic Standing Committee (Appeals) – two members, three-year terms,
- j) FPAS representative on the Admission and Academic Standing Committee (Policy) – two members, three-year terms,
- k) Archives Committee – one member, three-year term
- l) FPAS representative on the Faculty Development Committee – three year term,
- m) FPAS representative on the Honorary Degree Committee – one member, three-year term,
- n) Honours Committee – three members, three-year terms, from departments and schools offering honours programs,
- o) FPAS representative on the Library Committee – two members, three-year terms,
- p) Research Funds Allocation Committee – six members, one-year terms,
- q) FPAS representatives on the Research and Graduate Studies Committee – two members, three-year terms,
- r) FPAS representative on the Timetable, Instruction Hours and Examination Committee – one member, three-year term,
- s) FPAS representative on the University Curriculum Committee (three-year term),
- t) University Nominating Committee – two members, three-year terms
- u) University Review Committee – two members, three-year terms,
- v) University Review Committee substitutes – as directed by the Dean or Council,
- w) FPAS representatives on the University Scholarships, Prizes and Awards Committee – two members, three-year terms,

and to provide slates of nominees for ad hoc committees as may be required from time to time.

Changes to Faculty of Arts By-Laws

Curriculum Committee

The FAC shall have a meeting on the fourth Tuesday of November to consider the Curriculum Committee's reports on each proposal, although the agenda need not be limited to these reports.

Words underlined to be replaced by:

The FAC shall meet no later than the fourth Tuesday of November

Faculty of Arts Computer Lab Committee

Deleted (subsequent clauses renumbered)

Honours Awards Committee

To determine the size of awards up to a maximum of \$500...

Words underlined to be replaced by:

\$1,000...

Senate Representation of the Faculty of Arts

With respect to any matter being taken from the Arts Faculty Council to Senate, the Dean and the members of Senate elected by the Arts Faculty have an obligation to be advocates of the position of council.

Words underlined to be replaced by:

to ensure that the position of Council is accurately reported, recognizing that their votes in Senate will reflect both the debate in Council and the debate in Senate.

DRAFT ENACTMENT

WHEREAS Acadia University is a member of the Council of Atlantic University Librarians (CAUL) which is working to create a virtual Atlantic university library, thus providing all Atlantic university library users access, with a single library card, to the resources of member libraries,

AND WHEREAS Acadia University will not be receiving support after December 2001 for its current DOS-based Inter-Library Loan software,

AND WHEREAS, Acadia University has joined a consortium of Atlantic Universities who has acquired a software produced by RELAIS International Inc. (RELAIS) based in Ottawa, Canada for use in managing Inter- Library Loan requests,

BE IT RESOLVED THAT the Senate of Acadia University recommend to the Board of Governors that Acadia University permit the disclosure of its library patron records to the main RELAIS server (to be stationed at the Memorial University of Newfoundland, St. John's campus) for the sole purpose of processing Inter-Library Loan requests within the RELAIS consortium.

Note: This enactment is necessary to permit the disclosure of borrower information to a public body outside the Nova Scotia *Freedom of Information and Protection of Privacy Act* in accordance with s.27(a) of the Act.