



Dear Member of Senate:

I advise you that a meeting of the Senate of Acadia University will occur at 9:00 am on Wednesday, 6 May 2015 in BAC 132.

The agenda follows:

1. Approval of Agenda
2. Minutes of the Meeting of 13 April 2015
3. Announcements
4. Time-sensitive Items
  - a) Approval of the List of Graduates for the Convocation of May 2015 (*to be circulated*)
  - b) Nominating Committee: Senate Vacancies
5. Brought forward from April 13<sup>th</sup>, 2015
  - a) Motion for approval of revisions to Acadia's Policy Regarding Support and Accommodation for Students with Disabilities and approval for a name change to the committee (*attached*)
  - b) Senate discussion paper from the Senate Executive – discussion continued (*attached*)
6. New Business
  - a) Report from the Academic Planning Committee (*to be circulated*)
  - b) Senate Committee Annual Reports (*attached*)

- i. Scholarships, Prizes and Awards Committee (2014-2015)
- ii. Research Ethics Board (2014-2015)
- iii. Senate Executive Committee (2014-2015)
- iv. Curriculum Committee (2014-2015)
- v. Awards Committee for Honorary Degrees and Emeriti Distinction (2014-2015)
- vi. By-laws Committee (2014-2015)
- vii. Library Committee (2014-2015)
- viii. Open Acadia Board (2014-2015)
- ix. Students with Disabilities that affect Learning Committee (2014-2015)
- x. Faculty Development Committee (2014-2015)
- xi. Graduate Studies Committee (2014-2015)
- xii. Archive Committee (2014-2015)
- xiii. Honours Committee (2014-2015)

Sincerely,

ORIGINAL SIGNED

Rosie Hare

Recording Secretary to Senate

**Enabling Motion:**

Any candidate for an Acadia degree, diploma or certificate who should receive a grade or otherwise qualify or be disqualified between this Senate meeting **and the Senate meeting in September 2015, may, if circumstances require**, be considered by the Chair of the Admissions and Academic Standing Committee, the appropriate Dean, **the appropriate Head/Director**, and the Registrar, acting as an ad hoc committee of Senate, they having the power to make consequential amendments to the graduation list. **Any such amendments to the list shall be reported to Senate at the next Senate meeting.**

**List of Graduates for the Spring Convocation will be circulated separately.**

**To: Senate**

**Fr: M. Lynn Aylward** , Chair of the Students with Disabilities that Affect Learning Committee

Motion for approval of revisions to Acadia's *Policy Regarding Support and Accommodation for Students with Disabilities* and approval for a name change to the committee.

Whereas, the Senate Committee of SDAL is charged, in part, with the following mandate,

*- to conduct an annual review of the policy regarding students with disabilities that affect learning, and if necessary, recommend to Senate amendments to the policy;*

and the review of the policy was completed at our January meeting.

Be it resolved that the following changes to the Senate policy be approved. The changes represent updates to the names of positions and offices within student services, removal of unnecessary information for clarity and a more relevant name for the committee that is articulated to the name of the policy.

# Senate Policies and Regulations

## Policy Regarding Support and Accommodation for Students with Disabilities (January 2011)

(Revised, January, 2015)

*“The mission of Acadia University is to provide a personalized and rigorous liberal education; promote a robust and respectful scholarly community; and inspire a diversity of students to become critical thinkers, lifelong learners, engaged citizens, and responsible global leaders.”*

Acadia values diversity, and believes that supporting and accommodating diverse learners brings richness and depth to a robust and respectful scholarly community. We are therefore committed to making every reasonable attempt to support and accommodate the diverse learning requirements of students **with a wide range of documented physical, sensory, neurological, psychological, and learning needs. disabilities.** All students who have met the entrance criteria established by the University and who have documented disabilities will have access to supports and accommodations that will facilitate their pursuit of the same curricular outcomes as their peers. Students with disabilities who are considering joining our campus community are encouraged to contact the office of **Accessible Learning Services** to learn more about the specific supports and accommodations Acadia can provide.

The provision of appropriate supports and accommodations is guided by the Nova Scotia Human Rights Act and they are based on recommendations contained in the student’s most recent disability assessment, conducted within the last five years. While supports and accommodations will be coordinated through the **Accessible Learning Services office**, faculty members exercise their pedagogical judgement to support diverse learners in all aspects of academic work. Accommodations may modify the way course material is accessed, or the way tests, exams, and other assessments of learning are administered; however, the material being taught and the constructs being tested are not altered.

~~We believe you will find Acadia to be a welcoming and respectful scholarly community where all students are inspired to become critical thinkers, lifelong learners, and leaders in their chosen fields. We invite you to join our community of scholars, and to contribute to Acadia’s rich academic, cultural, and social environment.~~

## Appeals Process

Questions or concerns regarding this Policy or its implementation may be raised with the Coordinator of Accessible Learning, and/or the Chair of the Senate **Disability Policy Committee**. Appeals may be taken to the Senate Admissions and Academic Standing Committee (Appeals). In cases where the cost of providing accommodations might be a factor in deliberations, the Vice-President Enrolment and Student Services (or delegate) may attend relevant meetings of the committees, as a non-voting member.

**Report from the Academic Planning Committee (circulated separately)**

## ACADIA UNIVERSITY

### Report of the SCHOLARSHIPS, PRIZES AND AWARDS COMMITTEE (SPAC) to SENATE

REPORT DATE: April 23, 2015

#### SPAC COMMITTEE MEMBERS

Membership	July 1, 2014-June 30, 2015	July 1, 2015-June 30, 2016
Arts	Stephen Ahern	Stephen Ahern
	Diemo Landgraf	Diemo Landgraf
	Connor Thompson (Student Rep)	Carlie Visser (Student Rep)
Professional Studies	Scott Landry (Committee Chair January to June 2015)	Scott Landry (interim chair until Fall meeting)
	Igor Semenenko	Igor Semenenko
	Hector Rode Arreola (Student Rep)	TBA (Student Rep)
Pure & Applied Science	Anthony Tong	Anthony Tong
	Richard Karsten (Committee Chair July to December 2014) Cindy Trudel (January to June 2015 as Richard Karsten will be on sabbatical)	Richard Karsten
	Ryan Densmore (Student Rep)	Ryan Densmore (Student Rep)
Registrar or Delegate	Judy Noel Walsh, Manager, Scholarships and Financial Assistance	Judy Noel Walsh, Manager, Scholarships and Financial Assistance
Financial Aid Counselor	Pamela D'Entremont (Committee Secretary)	Pamela D'Entremont (Committee Secretary)

#### PURPOSE AND DUTIES OF COMMITTEE

1. To decide policy and process by which winners of scholarships, prizes, bursaries and awards are to be selected and to gather all information it considers necessary for the selection;
2. To select the winners of all undergraduate scholarships, prizes and awards;
3. To periodically investigate the scholarships, prizes and awards program and to recommend improvements (increased funds, new scholarships, more prizes, etc.) to those involved in the program;
4. To promote interest in the scholarship program by posters, letters and other means;
5. To consider such other matters as the Senate may from time to time entrust to the Committee.

#### MEETINGS DATES

Committee meetings were held during 2014-2015 on the following dates:

September 18, 2014

October 2, 2014

December 4, 2014

March 8, 2015  
April 22, 2015

Several other meetings were also held between the SPAC Chair, Secretary, and Manager of Scholarships & Financial Assistance to decide upon various awards and matters.

The Bursary & Loan Committee of SPAC met weekly throughout the academic year. Acadia's needs based bursary program assisted 134 students in the 2014-2015 academic year with a budget of \$300,000.

### AGENDAS, DISCUSSIONS and CONCLUSIONS

The following represents the main agenda topics:

#### 1. Entrance Scholarship Offers

To be competitive with other universities, our top entrance scholarships were valued as follows:

Three Chancellor's/Gardiner Scholarships each valued at \$10,000 renewable  
Three Board of Governor's Scholarships each valued at \$8,000 renewable  
Three President's Scholarships each valued at \$7,000 renewable  
Six International Baccalaureate Scholarships each valued at \$6,000 renewable

#### 2. Awarding of 2015 Entrance Scholarships

Through the entrance scholarship process, 1271 prospective students were offered entrance scholarships or scholar-bursaries for the 2015-16 academic year. This included renewable entrance merit based scholarships to all incoming students (in their first undergraduate degree) with a scholarship average of above 80%.

#### 3. Entrance Scholarship Application Process

The Committee reviewed and approved the evaluation grid developed by Judy Noel-Walsh for use in the 2015 entrance scholarship process. The Committee also reviewed the use of the information collected on the scholarship information form and the endorsement/referee form. Minor changes were made.

#### 4. Academic Requirements for Grade Based Entrance Scholarships:

For 2015-2016 the entrance scholarship program criteria did not change from the previous year.

The scholarship program uses a combined average – a weighted average using grade 11 and grade 12 to calculate a scholarship average. Students entering with a scholarship average of 90 – 94.9% also receive a \$1000 non-renewable BMO Financial Group Entrance Scholarship for the 2015-2016 academic year.

#### 5. Review of Committee Mandate

The Committee duties were reviewed. No changes were made.

#### 6. University Bronze Medal Criteria

The Committee reviewed the terms of reference, guidelines, and criteria. Changes were suggested and provided to the Registrar to consult with the Faculty Deans.

Respectfully submitted,

Pamela D'Entremont  
Secretary

Scott Landry, Chair



## **RESEARCH ETHICS BOARD ANNUAL REPORT, 2014–2015**

For the period 1 May 2014 to 30 April 2015:

**Committee Membership:** Joan Boutilier (Community), Joshua Budish\* (GSA, from 1 September), David Duke (Arts), Anita Hudak (Community), David MacKinnon\* (RGS, to 31 December), Stephen Maitzen (Chair), Kaycee Morrison\* (GSA, 1–31 July), Marta Paszucka\* (GSA, to 30 May), Susan Potter (PAS), Anna Robbins (Theology), Ian Roddis\* (GSA, 1–30 June), Chris Shields (FPS, to 30 June), Conor Vibert (FPS, from 1 July)

\* non-voting

**Meetings and Review of Applications:** The REB met on 11 occasions and reviewed 81 new formal applications for ethics approval. The Chair also reviewed numerous formal requests from researchers to approve changes to previously approved research.

**Other activities:** The REB's Chair and Faculty Representatives responded to numerous informal inquiries from student and faculty researchers at Acadia and elsewhere. The Chair serves as the University's liaison to the Canadian Secretariat for Research Ethics, prepares and distributes the agendas for meetings, records the minutes at meetings and distributes them for approval, writes letters of ethics approval or rejection, performs all filing and maintenance of records, follows up on unapproved research, reviews annual reports from department-level ethics committees, publicizes the role and requirements of the REB, maintains the REB website, and prepares reports for Senate and other bodies concerning the business of the REB.

**Training of members:** Each newly appointed REB member receives a detailed written orientation from the REB Chair describing the new member's duties and the REB's procedures.

**Ad hoc advisors:** Ad hoc advisors are appointed only when the REB judges that it lacks the knowledge needed to review a particular application. None were required during the reporting period.

**Appeals:** None

**Complaints:** None

**Guidance sought from the Canadian Secretariat on Research Ethics:** The REB requested a clarification of the term 'auspices' as it appears in Article 6.1 of the Tri-Council Policy Statement, Second Edition (TCPS2). The Secretariat replied that 'Any research which may involve the resources (information, personnel, facilities) of an institution for the purpose of recruitment and/or data collection is considered to be under its auspices.'

**Matters out of the ordinary:** None.

**Transitional Chair for Summer:** S. Maitzen

**Other comments:** None

Submitted by Stephen Maitzen (Chair)

## **SENATE EXECUTIVE ANNUAL REPORT FOR 2014-15**

### **Committee members:**

Paul Doerr, Chair	Rob Raeside, Deputy Chair
Ray Ivany, President	Bob Perrins, Vice-President Academic
Jeff Hennessy, Dean of Arts	Peter Williams, Dean of Science
Heather Hemming, Dean of Professional Studies	David MacKinnon, Dean of R & G Studies
Derek Serafini, Registrar	Harry Gardner, Dean of Theology
Liam Murphy, Student VP Academic	Herb Wyle, Arts Senate representative
Rene Murphy, Prof St. Senate representative	
Andy Mitchell, Science Senate representative	

The committee met on four occasions since our last report: June 16, 2014; September 29, 2014; January 24, 2015 and February 23, 2015, with another meeting planned for June 24, 2015.

Our meeting of June 16, 2014, discussed Senate and Senate Executive dates for the coming year. The committee also examined the functioning of the Senate during the past year. Issues relating to the four priority items were debated at length. Conversation also focused on fostering productive interaction between Senate and Senate sub-committees.

At the meeting of September 29, 2014, the Executive considered Senate initiatives for the upcoming year. Discussion centered on the progress of the four priority items (initiatives by the By-Laws Committee, the Strategic Research Plan, the TIE committee and the Curriculum Committee).

The meeting of January 24 heard a preliminary report from the By-laws Committee on their ideas for Senate committee restructuring. This report was then deliberated upon in detail.

Further discussion of the By-laws Committee report occurred during our meeting on February 23, 2015. A wider debate then followed on ways in which the Acadia Senate could be made more effective with regards to long range issues. The Executive decided to issue a discussion paper that could be subsequently circulated to Senate.

More detailed Senate Executive minutes are available by request from the Recording Secretary to any interested Senator.

Respectfully submitted,  
Paul Doerr  
Senate Chair.

## **SENATE CURRICULUM COMMITTEE REPORT APRIL 27, 2015**

### **Membership**

Paul Callaghan (FPS); Sonia Hewitt (FA); Chris Killacky (ADC); Liam Murphy (student representative); Robert Raeside (FPAS), Secretary; Patricia Rigg (FA); Roxanne Seaman (FPS); Derek Serafini (Registrar, non-voting), Chair ; Ann Smith (Library); Connor Thompson (student representative); Allison Walker (FPAS).

### **Mandate**

- a. To consider recommendations from any Faculty, Department or School for changes in its degree, certificate, or diploma regulations and make recommendations to Senate;
- b. To initiate and make recommendations concerning changes in the curriculum; in particular, to make recommendations concerning the requirements for any degree;
- c. To consider curriculum changes which may be made necessary by changes in secondary school matriculation standards;
- d. To consider submissions from all Departments, Schools, or from any individual, concerning changes in the curriculum;
- e. To consider such other matters as Senate may entrust to the Committee.

### **Process**

Over the course of the academic year, the SCC met on 4 occasions: September 18, October 23, December 5, & December 17. The bulk of the Committee's work this year was focused around receiving and evaluating proposals for curriculum changes from the faculties. The Committee also met to discuss the ideas and proposals of the By-Laws Committee (i.e. splitting the committee into two). Several Committee members also participated directly in the consultation process.

### **Transitional Chair(s) for 2015/16**

Senate Chair to appoint after the specifics of the Committee's restructuring are available.

Respectfully submitted,  
Derek Serafini, Chair



**Awards Committee for Honorary Degrees and Emeriti Distinction  
(Awards Committee)  
Annual Report for 2014-2015  
April 23, 2015**

**Committee Members 2014-2015:**

Mr. Ray Ivany, President & Vice-Chancellor (Chair)  
Dr. Derek Charke, Faculty of Arts Representative  
Dr. Harry Gardner, Acadia Divinity College/Faculty of Theology Representative  
Ms. Callie Lathem, SRC Representative  
Ms. Ashley Parsons, Faculty of Pure and Applied Science Representative  
Mr. John Rogers, Board of Governors Representative  
Dr. Roxanne Seaman, Faculty of Professional Studies Representative  
Ms. Pat Townsend, Librarian/Archivist Representative  
Ms. Kathy O'Connor, Recording Secretary

**The Purpose of the Committee is to:**

1. invite nominations for Honourary Doctorate degrees and Professors, Librarian, and Archivists Emeriti awards,
2. adjudicate the nominations; and
3. recommend nominees thereon to Senate.

**Meetings 2014-2015:**

March 2, 2015

**Summary of Committee Activities:**

A call for nominations was sent to the campus community in October 2014. The Committee forwarded to Senate for a vote by secret ballot a total of four Honourary Degrees and one Professor Emeritus nominations, of which all received approval by Senate.

The Awards Committee has one remaining item of business (eligibility of Instructors for Emeriti awards) that it will address prior to the 2015-16 call for nominations.

Respectfully submitted by the Chair,

Raymond E. Ivany  
President and Vice-Chancellor

## **Senate By-Laws Committee Annual Report to Senate, May 2015**

### **Background**

The most significant work the By-Laws Committee completed in 2014-15 was to continue to identify modifications to the Acadia University Senate Committee structure and to bring motions to Senate to start the implementation of identified modifications.

As has previously been identified in reports to Senate, the By-Laws Committee embarked on this review of the Senate Committee structure at the request of Senate; we were asked to recommend options for a more effective and efficient Senate Committee structure, keeping at the foundation of our work the Senate Terms of Reference. [http://senate.acadiau.ca/Terms\\_of\\_Reference.html](http://senate.acadiau.ca/Terms_of_Reference.html) We responded to a sense that streamlining the Committee process is an important outcome, while ensuring that the work of Senate is achieved.

### **Actions**

The motions developed and brought to Senate in April 2015 were the result of wide consultation with Senators and members of Senate Committees (see documents in the Senate minutes of both March and April 2015). The By-laws Committee invited input on the state of Senate committees on a series of occasions:

- Through inviting committee chairs in the spring and summer of 2013 to provide their input;
- By holding consultative meetings throughout the fall of 2014 with members of Senate committees, clustered together for purposes of the review, and;
- By soliciting feedback from committees in 2015 subsequent to those consultative meetings.

The general observations and specific motions brought to Senate reflected both the feedback received, the By-laws committee members' deliberations on how Senate might best be reshaped to make it more active, more efficient, and more constructively deliberative, as well as feedback from the Senate Executive, received in January 2015.

The By-laws Committee identified that while some problems or concerns uncovered through our process could be resolved with changes to some Committees and/or mandates, there are equally important considerations that are better addressed through changes in Senate culture and practices. These considerations include:

- The need for greater communication between committees with mutual interests and complementary mandates;
- The need for a greater emphasis on policy and proactivity;
- The need for greater oversight of and accountability for Senate committee work.

The process of consulting members of the various Committees about the possibility of reconfiguring Senate Committees also led to the raising of a number of concerns that were not

readily addressed at the level of change to Senate By-laws but that nonetheless we are optimistic can be addressed by Senate in some fashion:

- Tension between the work of Senate committees and that of paid staff;
- Committees with overlapping mandates;
- Inconsistency between Senate committee mandates and the work the committees actually do;
- Discrepancies between the mandates of Senate committees and the descriptions of the roles and duties of the committees posted on other Acadia information sources.

The By-laws Committee restricted the motions brought to Senate in April 2015 to those that clearly aligned with the task we were assigned by Senate.

### **Committee Membership and Transitional Chair**

Barb Anderson's term as Chair of the By-laws Committee is completed in July 2015. The terms of Committee Members, Jim MacLeod, Herb Wyle and William Brackney, continue into 2015-16. At this point, discussions related to a Transitional Chair are taking place, but no one has specifically been named. All the current Committee Members have committed to be involved with the necessary immediate planning to implement the intention of the motions approved at the April Senate meeting.

Respectfully submitted,

Barb Anderson, Chair (Representative, Faculty of Pure and Applied Science)

William Brackney (Representative, Faculty of Theology)

Jim MacLeod (Representative, Faculty of Professional Studies)

Herb Wyle (Representative, Faculty of Arts)

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## **Senate Committee on the Library**

### **Annual Report to Senate 2014-2015**

The committee has met twice this year. We have experienced excellent attendance at both meetings and energized discussions. We have benefitted from the active participation of the Acting University Librarian, Ann Smith.

#### **I. Among the topics we have discussed are:**

- the continuing status of the committee in light of the request of the Bylaws Committee to consider other options
- the importance of securing a university librarian at the earliest moment
- the transition from Worldcat to Novanet for the Acadia community
- strategies for communicating with departments and faculties
- the need to connect with the Office of Graduate Studies and Research
- the need to understand the new Primo program
- the Library's role in the new Tri-Council research publication requirements
- the appropriate advocacy role of the Library Committee
- review of modifications to facilities

#### **II. We have affirmed the following:**

1. The continuing need for a separate Senate Committee on the Library
2. The need to enhance communication with departments and faculties
3. The need to monitor effective levels of budget support and staffing for the Library
4. The need next year to review completely the mandate of the Committee
5. The services of our staff, especially the Acting University Librarian, Ann Smith

#### **III. Current status of Vaughan Library Personnel**

Currently, there are 4 professional librarians, 2 professional archivists, 2 CLTs, and 21 support staff employed in the Library



Respectfully submitted for the Committee,

William Brackney, chair, Member of Senate

Barb Moore, Faculty of Arts

Beth Robinson, Faculty of Professional Studies

Anthony Tong, Faculty of Pure and Applied Sciences

Britanie Wentzell, Vaughan Memorial Library

Diemo Landgraf, Faculty of Arts

Sherri McFarland, Faculty of Pure and Applied Sciences

Liam Murphy, Student, VP, Academic

Kendra Carmichael, Faculty of Professional Studies

Glenn Wooden, Faculty of Theology

**Board of Open Acadia  
Annual Report to Senate for 2014-2015**

April 30, 2015

Board Members for 2013-2014:

Dr. Robert Perrins, Acting Vice-President Academic, Chair  
Dr. Jeffrey Hennessy, Dean of Arts  
Dr. Peter Williams, Dean of Pure and Applied Science  
Dr. Heather Hemming, Dean of Professional Studies  
Mr. Derek Serafini, Registrar  
Ms. Mary MacVicar, Associate Vice-President Finance and Treasurer  
Mr. Kevin Duffie, Student Representative  
Dr. Jeffrey Banks, Director of Open Acadia

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The Board of Open Acadia met twice in the past year. The transitional meeting was held on Oct. 1, 2014. A year-end meeting was held April 29, 2015.

Open Acadia had a busy and successful completion to the 2014-2015 year. Online course offerings continued to grow this past year, with 1291 enrollments in undergraduate online courses and 481 in graduate online courses. Intersession programming for departments also continued to be strong, with more than 780 registrations in undergraduate courses and ~ 800 in Spring and Summer graduate education courses. Enrolment in both the Teaching of English to Speakers of Other Languages (TESOL) and French Proficiency programs also remained strong this past year.

The Acadia Centre for International Languages saw continuing diversity in its English for Academic Purposes (EAP) program. In July 2014, Open Acadia hosted 38 students from Beijing Normal University – Zhuhai (BNUZ) for a two-week program of English Language studies, Canadian culture classes, and facilitated field trips around Nova Scotia. As well the summer music camps returned Open Acadia and, with enthusiastic support from the School of Music, had a very successful camp (despite the uninvited appearance of post tropical storm Arthur). The Acadia Lifelong Learning program continues to be an important outreach program for the University; with seminars and courses for those in our community.

Operationally, Open Acadia continues to manage program delivery costs, and both credit and non-credit programs finished the 2014-15 fiscal year well, with a net contribution in excess of \$1.9 million to the University. Net revenues were considerably higher than budgeted. This was mostly due to a combination of reduced costs as well as higher than expected revenues.

At the last meeting there was an extended discussion regarding Acadia's need for strategic planning around eLearning. It was unclear where this should be formally addressed and the Director is exploring potential avenues for planning.

**Senate Committee: *Students with Disabilities that Affect Learning***  
***Annual Report: 2014-15***

**Duties:**

1. to monitor the implementation of the Senate policy for students with disabilities that affect learning;
2. to conduct an annual review of the policy regarding students with disabilities that affect learning, and if necessary, recommend to Senate amendments to the policy;
3. to deal with any other matters which Senate might refer to the Committee.

**Committee Membership:**

Dr. Abu Kamara (Accessibility Coordinator)  
Ms. Kathy O'Rourke (Disability Resource Facilitator)  
Mr. Derek Serafini (Registrar)  
Mr. Liam Murphy (Student)  
Dr. Mark Hopkins (Faculty of Arts)  
Dr. Sonya Major (Faculty of Science)  
Dr. Carol Anne Janzen (Divinity College)  
Dr. Lynn Aylward (Education)

**Meetings:**

September 19, 2014  
November 14, 2014  
January 16, 2015  
April 14, 2015

1. The committee consulted with Accessible Learning Staff at each meeting in order to be informed about any issues with regards to the implementation of the Acadia's *Policy Regarding Support and Accommodation for Students with Disabilities*. The most significant issue discussed was the need for adequate counseling staff and support services for students facing mental health challenges.
2. The annual review of the policy produced a motion to make revisions for updates to the names of positions and offices within student services, removal of unnecessary information for clarity and a more relevant name for the committee that is articulated to the name of the policy. The changes are being brought to the May 6<sup>th</sup>, 2015 meeting of Senate.
3. The only issue referred to the committee was participation in the Senate By-laws Committee's process of examining all Senate committee structures. Lynn Aylward attended the relevant meetings, information was shared and discussed in the current committee's

meetings and a recommendation was made to and accepted by the Senate By-laws committee to have the SCSDAL committee retain its current scope.

### **Report of the Faculty Development Committee (FDC), April 2015**

Since our last report to Senate (October, 2014), the Faculty Development Committee organized two workshops to support teaching excellence at Acadia. The first was held on October 27, 2014. It was divided into three sessions. In the first session, Sonya Major (Psychology and former Director of the Learning Commons) presented on the history of faculty development at Acadia and different models of faculty development. The presentation was followed by a small group discussion. In the second session, Sonya presented on an interdisciplinary pilot project at Acadia. This was followed by a panel discussion which included David Duke (History), Donna Seamone (Comparative Religion) and Alan Warner (Community Development). The final session focused on technology in the classroom. Amanda Bolton (Psychology), Duane Currie (Tech Services) and Jonathon Fowles (Kinesiology) each made presentations in this session. The workshop was well-attended (over 50 faculty and staff) and the feedback was very positive. A faculty portal on ACORN has been created as a result of the first workshop.

The second workshop scheduled for February, 2015 had to be cancelled due to weather. It will be rescheduled likely for late spring. It will be a workshop to continue to explore interdisciplinary teaching/programs at Acadia and technology in the classroom. It will also feature Randy Newman (Psychology) who will present on implicit gender bias in the academy.

One of the goals of the FDC is to continue to organize faculty development workshops in each of the fall and winter study weeks.

The FDC has also been consulting with the awards committee of the Associate Alumni of Acadia University. The awards committee has been working to revise the criteria for faculty teaching awards. It is expected that an announcement regarding the awards will be made soon. Finally, in consultation with the Senate Bylaws committee, the FDC will merge with the Academic Technologies Committee to form the Academic Support Committee (approved by Senate at the April, 2015 meeting). The new committee has not yet met to determine its structure and goals.

Respectfully submitted,

Lisa Price (Chair and Representative, Faculty of Pure and Applied Science)  
Jonathon Fowles (Representative, Faculty of Professional Studies)  
Stephen Henderson (Representative, Faculty of Arts)  
Danny Zacharias (Representative, Faculty of Theology)

**Senate Committee on Graduate Studies  
Annual Report to Senate  
May, 2015**

Committee members:

Abramson, Z. (Sociology)	MacKinnon, D. (Dean, RGS; Chair)
Aylward, L. (Education; PhD)	MacKinnon, G. (Education; Masters)
Barr, S. (Geology)	Mallory, M. (Biology)
Brackney, W. (Theology)	McFarland, S. (Chemistry)
Brickner, R. (Politics)	Narbeshuber, L. (English)
Budish, J. (Student – Professional Studies)	Peng, J. (Mathematics & Statistics)
Colton, J. (Community Development)	Potter, S. (Psychology)
Crowell, D. (Student – Theology)	Shakshuki, E. (Computer Science; 1 <sup>st</sup> term)
Garcia, D. (Student – Arts)	Trudel, A. (Computer Science) (2 <sup>nd</sup> term)

The Senate Committee on Graduate Studies met on three occasions during the 2014-2015 academic year: September 12, January 29, and April 15 (the last two involved coordinators only; discussion of AGA awards). In addition, non-problematic business was conducted electronically on two occasions in the fall. As there was little this year in the way of curriculum changes, policy initiatives, or new program discussions, the Committee was able to conduct most of its regular business on-line.

R. Perrins serve as the Interim Dean of Research & Graduate Studies during the period from January to April while D. MacKinnon was on administrative leave.

The business that came before the Committee this year included the following:

- *Curriculum changes.* Curriculum changes and program modifications to graduate programs in Community Development, Education, and Mathematics & Statistics.
- *Subcommittees.* Establishment of subcommittees for SSHRC, Governor-General's Gold Medal, NSHRF awards, and the (new) Nova Scotia Scholarships for Research & Innovation.
- *Registration Process.* Feedback from the Committee was very positive e concerning the registration changes implemented by the Graduate Studies Officer, T. Starratt.
- *Acadia Graduate Students Association.* AGSA Present, L. Sprado (Social & Political Thought), spoke to the Committee at its first meeting about the AGSA, as well as an interest in the Association being involved in department/school orientation events for graduate students.

- *Thesis processes.* The Committee also discussed the importance of adhering to a 4-week period between thesis submission and oral defense. RGS frequently experiences difficulty finding faculty members to chair defenses, so each coordinator agreed to provide RGS with at least 2 names of departmental/school colleagues to act in this capacity.
- *AGA awards.* It was agreed that AGA awards would be allocated as previously, i.e., amounts would be allocated to faculties through Research & Graduate Studies, and allotments within faculties would be by discussion between/among each faculty's graduate coordinators. The maximum AGA amount would remain at \$9,000 (maximum). At its April meeting the Committee discussed possible external sources of funds for graduate students, and flexibility of allocated funds. These discussions will continue in the spring.

Submitted by:

David MacKinnon  
Chair, Senate Committee on Graduate Studies

## **SENATE ARCHIVES COMMITTEE ANNUAL REPORT, 2014-15**

**April 30, 2015**

### **COMMITTEE MEMBERSHIP:**

Arts Representative: Bernard Delpeche (2017)  
Arts Representative: Paul Doerr (2015)  
Arts Representative: Claudine Bonner (Replacing J MacDonald July 2014 -June 2015)  
Professional Studies Representative: Brenda Trofanenko (2015)  
Pure & Applied Sciences Representative and voluntary scribe: Catherine Morley (2016)  
Theology Representative: Carol Anne Janzen (2017)  
1 Alumni Appointee: Beverly Richardson (2016)  
1 Convention of Atlantic Baptist Churches Appointee: Vacant  
Student Representative: Emily Gaunce (2015)  
Archivist: Pat Townsend (ex-officio)  
Archivist: Wendy Robicheau (ex-officio)  
University Librarian, Acting: Ann Smith (ex-officio & Chair & Transitional Chair)

**COMMITTEE MANDATE:** As representatives of their various constituencies, members of the Senate Archives Committee will work collaboratively:

- (1) To advise and guide on long-term and short-term directions that are consistent with the mandate and strategic direction of the Archives;
- (2) To advocate for the Archives within the University, the Convention of the Atlantic Baptist Churches, and the local community;
- (3) To make an annual report;
- (4) To address other Archives-related issues that shall arise from time to time.

**PROCESS:** Over the course of the year, the Senate Archives Committee met on four occasions:

September 17, 2014  
December 10, 2014  
January 14, 2015  
April 25, 2015

This year the Senate Archives Committee (SAC) met its priority to move from an informational committee to a committee that advocates for the needs of the Esther Clark Archives. The Chair called a special meeting on January 14<sup>th</sup> to consider and formulate a response to the proposal from the Senate By-Laws Committee to blend the Senate Library Committee with the Senate Archives Committee. The SAC unanimously and unabashedly rejected the proposal from the Senate By-Laws committee, whilst thanking the By-Laws Committee for the time they had spent drawing up the proposals, the good intentions behind the proposals, and the opportunity to give



feedback. After discussion with the Head of Research Services in the Vaughan Memorial Library (VML), the Chair proposed that the SAC develop a motion to bring clarity to the practice of inclusion of professional librarians and archivists on Senate and Senate Committees when elections for these positions are being held. This issue is ongoing and will be a priority for the SAC next year.

We received and reviewed reports from the University Archivists at every meeting. These reports consistently demonstrate the heavy use made of the Esther Clark Wright Archives by university and community researchers. In addition to the long tradition of outreach and research assistance done in this capacity by Pat Townsend, it should be noted that this is the first year that the course “Unlocking the Archival Record” was offered to students by Wendy Robicheau in the Esther Clark Wright Archives. This credit-bearing course was extremely popular with students and will be offered again in the 2016-17 academic year. Wendy Robicheau is the recipient of a Harrison McCain Foundation Award in the Emerging Scholar Category and will be researching “Acadia responds to the First World War”. Donations to the Esther Clark Wright Archives continue, as does the continual process of archival collections.

Submitted by Ann Smith  
Chair, Senate Archives Committee

## Report of the Senate Honours Committee

4 May 2015

The Senate Honours Committee met on 14 October 2014. We discussed the possibility of adapting the document, *Graduate Thesis Supervision, Responsibilities of faculty, students, and administrators*. The Chair circulated a memo to the heads or directors of all units with honours programmes attaching a copy of the graduate supervision document and asking for feedback on the proposal. When the head or director was present at the time of distribution, the idea was raised in person. Replies were received from five heads/directors. Two indicated that their unit had an internal document that set out responsibilities and guidelines for honours supervision. One head/director engaged in a discussion of whether Acadia should have an honours programme with a thesis component in light of practices in other universities where an honours degree is course-based or simply recognizes superior grades. In this view, the Acadia programme is a burden on professors and students, it is misunderstood outside of Acadia, and formal theses should not be required, consistent with the practices of some units where there is a course-only option. Otherwise, the majority of responses were positive about the usefulness of a document written specifically for the honours programme in establishing the requirements and responsibilities of faculty, administrators, and students in the supervision of an honours thesis. In addition, a number of concerns were raised about the procedure for producing and the content of such a document. The question should be reviewed by the incoming Senate Honours Committee, taking into consideration the existing regulations for graduate students, the existing documents produced by Acadia departments and schools, and applicable or similar policies and procedures at the other three U-4 institutions, as well as the specific concerns that were addressed to the committee during the feedback phase.

Two other questions arose during the winter term. One concerned whether students should submit electronic copies of their honours theses (given that some faculty members who agree to read a thesis are off campus and that some may prefer an electronic to a paper copy) and, if so, how they should be made available to readers. Second, the committee should solicit feedback on the changes to deadlines implemented this year, which gave students longer to submit but shortened the time readers had to respond. The committee should review how well (or otherwise) the revised timeline worked. Finally, some departments have produced honours templates, but problems sometimes arise when changes are made to the guidelines or regulations and are not reflected in the templates. It would be useful to discuss how best to communicate with departments/schools when changes are made that affect templates.

Respectfully submitted,  
Tony Thomson