

Office of the Senate Secretariat

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Dear Member of Senate:

I advise you that a meeting of the Senate of Acadia University will occur at **4:00 p.m.** on Monday 14th November, 2016 in **BAC 132**.

The agenda follows:

- 1) Approval of Agenda
- 2) Minutes of the Meeting of 11th October, 2016
- 3) Announcements (*normally 10 minutes per speaker*)
- 4) Business arising from the October Minutes
 - a) Academic Integrity Committee (S. Potter)
- 5) New Business
 - a) Report on 2016-17 Academic Sector Budget (H. Hemming)
 - b) Recommendations from the Academic Program Review Committee re: Music Therapy Program (H. Hemming) (*attached*)
 - c) Reports from Senate sub-committees:
 - i) Admission & Academic Standing (Appeals) Report – L. Davidson (*attached*)
 - ii) SPAC Committee Report (S. Landry) (*attached*)
 - iii) Board of Open Acadia Report (H. Hemming) (*attached*)
 - iv) Graduate Studies Committee Report (D. MacKinnon) (*attached*)
 - v) Research Committee Report (D. MacKinnon) (*attached*)
 - vi) Academic Program Review Committee Report (H. Hemming) (*attached*)
 - vii) Admission & Academic Standing (Policy) (H. Hemming) (*attached*)
 - viii) Academic Planning Committee (H. Hemming) (*attached*)
 - ix) Awards Committee Report (Ray Ivany) (*attached*)
 - x) Disability Policy Committee (L. Aylward) (*attached*)
 - xi) Faculty Support Committee Report (Danny Silver) (*attached*)
 - xii) T.I.E. Committee Report (Rick Mehta) (*attached*)
 - xiii) Nominating Committee (Andrew Mitchell)

Sincerely,

ORIGINAL SIGNED
Rosie Hare
Recording Secretary to Senate

**Academic Program Review Committee
November 4, 2016
Recommendations arising from the Review of the Music Therapy
Program**

The Academic Program Review Committee (APRC) received the formal response from the School of Music to the External Review team's report on April 15, 2016. We subsequently met with the School's Director, Dr. Christianne Rushton to discuss the School's response to the review.

The APRC's recommendations are presented below, organized into two categories – High Priority and Long-term Priority

High Priority

1. Undergo curricular renewal and restructuring, including deletion of redundant and out of date courses, updating content of core Music Therapy courses, and revising descriptions and requirements for all courses.
2. Create a new sustainable structure for Practicum placements. These processes should be informed by best practices according to CAMT guidelines and programs already supported by Acadia (such as Psychology, Kinesiology and Education).
3. In order to align with the four other programs in the country, the School is encouraged to create a common experience for the first two years of all degrees and then to accept applicable Music Therapy students after second year with specific guidelines for admission eligibility in Music Therapy in the second year.
4. The Director will oversee student advising and program administration to ensure a consistent student experience.
5. The review identified a need across the population of music students to provide care for repetitive strain injuries. The School will encourage all

students to access the excellent care (physio, massage, yoga, etc.) provided on campus and within the local area. The School will create a course specifically focused on the physical, mental, emotional and spiritual wellness of a musician.

Long-term Priority

6. Recognizing the Review stated that resources currently in place support the program delivery, the SOM should engage discussions with internally aligned programs regarding requests for future complement needs and direct through appropriate channels.
7. Initiate an examination of curriculum and structure (found within the other four programs in country) in order to include the Internship within Acadia's degree.

Report from the Admissions and Academic Standing (Appeals) Committee

The Admissions and Academic Standing Committee of Senate is an Ad Hoc Committee that meets once a year to discuss appeals from students placed on dismissal.

The last day to submit an appeal to the Admission and Academic Standing Committee is listed in the Academic Calendar each year. This year was June 6th, 2016.

Submissions were received by the Registrar's Office and uploaded to a Sharepoint document and given access to the Committee members.

The Committee met on June 14th, 2016. Appeals were reviewed by the Committee and discussed at this meeting.

As in past years, the Committee agreed that students in their 1st year of study would be accepted, if they appealed their dismissal. Others were discussed and decisions were made based on their appeals.

128 students were dismissed based on their GPA.

2 students were removed from dismissal and put on probation because of grade changes.

126 students were dismissed

68 students appealed

36 students were 1st year and their appeals were accepted

1 student appeal was not successful

25 appeals were successful based on their appeal submissions

6 appeals were submitted after the date and reviewed by the Registrar, Dean, Executive Director of Students Services and Department Head on an individual basis

57 students did not appeal and are still on dismissal

The Committee members were:

Anna Redden

Christian Thomas

Harry Gardner

James Sanford

Jeff Banks

John J. Guiney Yallop

John Murimboh

Michael Dennis

Robert Perrins

Terrance Weatherbee

Michael Dennis

Brianna Jarvin (student)

Lisa Davidson

ACADIA UNIVERSITY

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

REPORT DATE: October 20, 2016

SPAC COMMITTEE CHAIR

Scott Landry will chair the committee to June 2017.

MEETINGS DATES

The committee will meet in person and via email.

The committee met in person on October 18, 2016.

Additional meetings for the 2016-2017 year are expected to be held in:

November 2016

Early March 2017

April 2017

Several other meetings may be held by the Awards and Appeals Committee of SPAC to decide upon various awards and matters as needed.

The Bursary & Loan Committee of SPAC will meet weekly throughout the academic year as needed. Several meetings have already been held.

PURPOSE AND DUTIES OF COMMITTEE

The committee reviewed the purpose and duties below. No changes were made.

1. To decide policy and process by which recipients of scholarships, prizes, bursaries, scholar-bursaries, awards, and convocation medals are to be selected and to gather all information it considers necessary for the selection;
2. To select the recipients of undergraduate entrance scholarships, prizes and awards and some in-course scholarships, prizes, and awards;
3. To periodically review 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;
5. To consider such other matters as the Senate may from time to time entrust to the Committee.

Respectfully submitted,

Pamela D'Entremont
Secretary

Scott Landry
Chair

Board of Open Acadia Report to Senate – Plans for 2016-17

Membership:

VP Academic (Chair): Heather Hemming

Associate VP Finance & Treasure: Mary MacVicar (regrets)

Director of Open Acadia: Jeff Banks

Registrar: Jeff Banks (Acting)

Dean of Pure & Applied Science: Jeff Hooper

Dean of Arts: Jeff Hennessy (regrets)

Dean of Professional Studies: Ann Vibert

Part-time Student: tbd

The duties of the Board of Open Acadia are to formulate, review and modify policy pertaining to the operation and enhancement of the program in Continuing Education at Acadia University.

The Board held its first meeting on October 24th, 2016. At that meeting, the following items were resolved:

1. Heather Hemming is the Chair of the Board of Open Acadia
2. Meetings will held in later November, early December, January or February and again in March.
3. Modalities for the upcoming year (all meetings will be held in person, or will some be held via conference call, Skype, etc.)
4. The Board agreed that it will work through appropriate channels to revise its mandate in a manner that aligns with current practices and develop a quality assurance framework for online courses.

**Senate Committee on Graduate Studies
Interim Report to Senate – October 2016**

The Senate Committee on Graduate Studies held its open meeting on September 29th. The agenda for this meeting included an overview of roles and responsibilities, a discussion of various administrative issues, and the identification of two primary objectives for the 2016-2017 academic year:

- A quality standards framework for graduate studies at Acadia
- A review of the operations and structure of thesis defences

Current membership:

| | |
|--------------------|---|
| David MacKinnon | Chair; Research & Graduate Studies |
| Susan Potter | Psychology |
| Mark Mallory | Biology |
| Andre Trudel | Computer Science |
| Lisa Narbeshuber | English |
| Lynn Aylward | Education (Ph.D. program) |
| Linda Wheeldon | Education (M.Ed. program) |
| Rachel Brickner | Politics |
| John Colton | Community Development |
| Jim Brittain | Sociology |
| Wilson Lu | Mathematics & Statistics |
| Sandra Barr | Geology |
| Anthony Tong | Chemistry |
| Bill Brackney | Theology |
| Ian Spooner | Applied Geomatics |
| Geoffrey Whitehall | Social & Political Thought |
| Jeremy Locke | Graduate Student – Pure & Applied Science |
| Kayla McCarney | Graduate Student – Arts |
| TBA | Graduate Student – Professional Studies |
| TBA | Graduate Student – Theology |

Submitted by:

David MacKinnon
Chair

Senate Research Committee

Interim Report to Senate – October, 2016

The Senate Research Committee met during the summer to review the Action Plan items of the new 5-year Strategic Research Plan. At its opening meeting on October 3rd, the Committee, with some new members, reviewed the components on the SRP, identifying each action item as either “this year” or “back burner.” The primary work of the Committee for 2016-2017 will be organizing the “this year” events that will showcase and celebrate faculty and student research at Acadia, and begin laying the ground work for the “back burner” items so that they can be realized in subsequent years.

Current membership:

| | |
|-------------------|--|
| David MacKinnon | Chair; Research & Graduate Studies |
| Lesley Frank | Sociology |
| John Colton | Community Development |
| Danny Silver | Computer Science |
| Bill Brackney | Theology |
| Wendy Robicheau | Archives |
| Brenda Trofanenko | Canada Research Chair |
| Anna Redden | Director, Acadia Centre for Estuarine Research |
| Hope Campbell | Graduate student |
| Lucas Coxhead | Undergraduate student |

Submitted by:

David MacKinnon
Chair

Academic Program Review Committee Report to Senate – Plans for 2016-17

Membership:

VP Academic (Chair): Heather Hemming

Registrar: Jeff Banks

Arts Representative: Christianne Rushton

Professional Studies Representative: Ann Dodge

Science Representative: Diane Holmberg

Governor: Jim Stanley

Deans of Faculty under review:

Dean of Pure & Applied Science: Jeff Hooper

Interim Dean of Arts: Jeff Hennessy

Dean of Professional Studies: Ann Vibert

The Academic Program Review Committee duties are:

- To determine policy and procedures for conducting program reviews
- To determine annually which academic units are to be reviewed
- To select the members of each unit review committee
- To oversee the process of review in each case
- To make recommendations to Senate on the basis of the findings of each unit review committee
- To deal with such matters as Senate may from time to time entrust to the Committee.

The Committee held two meetings to date: October 5 and 20th. Its next meeting will be held on November 17th. Additional meetings will be set up to enable the committee to complete the following:

- Conduct an external review of BA/BSC
- Develop a schedule for conducting reviews for units due for review over the next seven years
- Respond to the MPHEC Requirements for Program Reviews and a Quality Assurance Framework

The Chair of this committee will be Heather Hemming, VP Academic (Acting).

Modalities for the upcoming year (all meetings will be held in person, with some members occasionally joining via conference call, Skype, etc.)

Admission and Academic Standing Committee (Policy) Report to Senate – Plans for 2016-17

Membership:

VP Academic (Chair): Heather Hemming

Registrar: Jeff Banks

Dean of Pure & Applied Science: Jeff Hooper

Dean of Arts: Jeff Hennessy

Dean of Professional Studies: Ann Vibert

Director of Open Acadia: Jeff Banks

Arts Head or Director: Jessica Slights

Arts Representative: Christian Thomas

Professional Studies (Director): Paul Callaghan (replacing Ian Hutchinson)

Professional Studies Representative: Brenda Trofanenko

Pure & Applied Science Head or Director: Paul Arnold (replacing Sonya Major)

Pure & Applied Science Representative: Nelson O'Driscoll

Theology Representative (voting on Theology matters only): Stephen McMullin

Student VP Academic: Brianna Jarvin

The duties of the Admission and Academic Standing Committee (Policy) are to interpret and to apply the conditions of admissions and academic standing as outlined in the University Calendar and to make recommendations to Senate with respect to policy as it relates to admissions, failures, and academic regulations.

The Committee held its first meeting on October 18th, 2016. At that meeting, the following items were resolved:

1. Heather Hemming is the Chair of the Admission and Academic Standing Committee
2. Meetings will be held on November 15, December 8, January 24, and once more in March 2017 (tbd).
3. Modalities for the upcoming year (all meetings will be held in person, with some members occasionally joining via conference call, Skype, etc.)
4. The Committee reviewed its duties and determined the following tasks:
 - a. review academic regulations for participation in the ASSP
 - b. review academic regulations for admission in the EAP – Bridging
 - c. review academic regulations for the internal transfer process
 - d. explore the question “Should the academic entrance requirements be reviewed?”
 - e. review academic regulations in the University Calendar re: Status and history.

Academic Planning Committee Report to Senate – Plans for 2016-17

Membership:

VP Academic (Chair): Heather Hemming

Dean of Pure & Applied Science: Jeff Hooper

Dean of Arts: Jeff Hennessy

Dean of Professional Studies: Ann Vibert

University Librarian: Ann Smith

Faculty: Craig Bennett

Faculty: Matthew Lukeman

Faculty: John Colton

Faculty: Andrew Biro

Student VP Academic: Brianna Jarvin

The Academic Planning Committee shall make recommendations to Senate on matters relating to academic principles and planning. In carrying out its work, the Committee shall consult widely with all stakeholders and relevant bodies on campus. The APC shall report regularly to Senate, no less than twice yearly.

The Committee held its first meeting on November 1, 2016. At that meeting, the following items were resolved:

5. Heather Hemming is the Chair of the Academic Planning Committee. Modalities for the upcoming year (all meetings will be held in person; on occasion some members may join via conference call, Skype, etc.)
6. The APC agreed to meet no fewer than three more times this year. Once will be late Nov./early Dec. this term and twice next term
7. The Committee reviewed its duties and determined the following tasks:
 - Explore revising the process for Permanent Faculty Hiring for the next cycle 2017-2018
 - Complete its tasks as part of the *Decision Making Process for Allocating Permanent Faculty Positions* (approved by Senate June 18, 2013) as directed. “The APC reviews the reports submitted by Faculties and/or Library and develops recommendations for hiring priorities”... and ...develops “a report with rationale for presentation to Senate as a motion for consideration at the April meeting of Senate”.



TO: Anna Kieft, Chair of Senate
FROM: Raymond E. Ivany, Chair of the Awards Committee
SUBJECT: Awards Committee
DATE: November 4, 2016

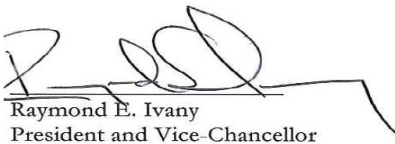
Senators:

The Awards Committee operates on a regular cycle of soliciting nominations for honorary degrees, accepting nominations for Emeriti awards followed by evaluation of the nominees and finally, providing recommendations to Senate. The 2016-2017 year began with the committee issuing a public call for honorary degree nominations to the Acadia Community on October 1st, with the deadline for submissions of November 18th.

The committee will meet before the December break and review the submissions, with the goal of Senate receiving recommendations early in the new year.

I trust the above information serves to update Senate on the status of the Awards Committee.

Respectfully,


Raymond E. Ivany
President and Vice-Chancellor

November 2, 2016

Date

Acadia Disability Policy Committee Senate Report

Meeting: October 26, 2016

Present:

Abu Kamara (Coordinator Accessible Learning Services)

Kathy O'Rourke, (Disability Resource Facilitator

Dr. M. Lynn Aylward (FPS rep),

Jeff Torbert (Arts rep)

Dr. Rick Mehta (FPAS rep)

Erika McGill (Director of Student Resource Centre) *guest*

Report submitted by interim Chairperson: Lynn Aylward

The main purpose of the meeting was to discuss the concerns and suggestions put forward by members of the Faculty of Arts in May of 2016. The committee discussed that the concerns expressed in the summary provided by Dr. Rushton indicate that more complete information needs to be shared in a consistent manner with all faculty generally with respect to the Disability Policy at Acadia University and how it informs current student support practices provided by Accessible Learning Services Staff.

To begin, Kathy (the Disability Resource Facilitator) offered some detail of the Acadia context with input from Abu (Accessible Learning Coordinator) and Erika (Director of the Student Resource Centre) Some highlights are,

- There has been a significant increase in the number of students with disabilities registering with Accessible Learning services over the past 10 years
- No final numbers as yet, but it is expected that there is likely another 15% increase in requests for support services over last year (which also saw a 10-15 % increase
- Approximately 350 students qualify at Acadia this year for disability related supports
- Approximately two-thirds of those students interact with Accessible Learning staff by appointment or drop-in.
- Before Kathy was the DRF, there were 1.5 positions dedicated to doing all that is within Kathy's current job duties.

The Acadia Senate Policy Regarding Support and Accommodations for

Students with Disabilities (2015) states in part,

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 Service Office, faculty members exercise their pedagogical judgment 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.

Kathy O'Rourke the Disability Resource Facilitator outlined some changes that have occurred with respect to the process that students with disabilities follow who are registered and qualify for learning accommodations through the Accessible Learning office. These changes were planned collaboratively by the DRF, the Coordinator of Accessible Learning (Abu Kamara) and Erika McGill, Director of the Student Resource Center.

- The form used to begin a dialogue about learning accommodations between faculty and students has changed from an *Instruction Verification* form to an *Information for Instructors* form.
- The form identifies the specific accommodations needed for tests and exams as well information about classroom learning accommodations based on current student assessment information on file with Accessible Learning services.
- The form asks faculty to email the DRF to confirm that they have met with the student.
- The information form is kept by faculty so they have a record of the student's learning needs

The committee discussed the new form and its connection to Acadia's Senate Policy

- There was general agreement that signatures of faculty on accommodation forms may give the impression that students need to ask for permission from faculty to have learning accommodations when the intent is to share information and open up opportunities for further conversation between the faculty member and the student about teaching and learning strategies for success.
- Requesting that faculty email the DRF to confirm that the meeting has occurred may be onerous if faculty have large classes and many students who are registered for disability supports
- The email from faculty to the DRF is also an opportunity for faculty to ask the DRF for additional information about learning accommodations or suggested strategies.
- Feedback on the new form has been generally positive from faculty and students

- The Accessible Learning staff along with Erika McGill, plan to invite Deans and Department Heads to information sessions regarding the Acadia programs, processes and protocols for the provision of student support – ensuring that the particulars of how learning accommodations for students with disabilities are planned and implemented are highlighted.
- The committee felt that the relevant concerns from Arts faculty for more information about the specific student accommodations needed was addressed by the Accessible Learning staff as well as a start to a plan for providing faculty development opportunities around reasonable accommodations and teaching/learning contexts.

The next meeting of DPC Committee is set for November 29th @ 1 p.m.

Faculty Support Committee Report

November 10, 2016

| Membership (9) | Representative | Term | Retirement Replacement |
|-----------------------------------|----------------------|------------|---------------------------------|
| 1 VP Academic (or designate) | Jeff Banks | ex-officio | |
| 1 Assoc. of Atlantic Univ FDC rep | Darcy Benoit | ex-officio | |
| 1 Coord. of Academic Technologies | Duane Currie | ex-officio | |
| 1 Arts | Lance LaRocque | 3 yrs. | 2019 |
| 1 Prof. St. | Ann Dodge | 2 yrs. | 2018 |
| 1 P & A Sc. | Danny Silver [Chair] | 1 yr. | 2017 <i>Repl. L. Price Sabb</i> |
| 1 Theology | ?? | 1 yr. | 2017 |
| 1 Librarian/Archivist | Mike Beazley [Sec] | 1 yr. | 2017 |
| 1 Student | Senewa Sena | 1 yr. | 2017 |

Planned Meeting Schedule:

October 20, November 3, November 17, and December 8
from 10:00- 11:00am in CAR 410

Mission Statement: To contribute to the success and development of Acadia University Faculty

Standard duties are:

- 1) to advocate for teaching and learning resources for faculty
- 2) to collect input from all stakeholders to develop and submit policy recommendations to Senate regarding academic technologies
- 3) to collect faculty ideas and develop suggestions to meet faculty development needs
- 4) to promote teaching excellence on campus and aid in the selection processes for the submission of Acadia faculty for internal and external teaching awards
- 5) to consider such matters as Senate may from time to time entrust to the Committee

Planned activities 2016-17 – in response to requests from Senate:

- 1) Investigate current research and practices related to the role of technology in learning. How are faculty at Acadia using technology at present, and how can the university further support sound pedagogical use of technology in future?
- 2) Investigate possible hybrid models of course delivery that incorporate in-class and online learning modalities.
- 3) If necessary, develop an updated statement(s) of what a credit hour and/or a 3-credit course is, based on alternative/hybrid models. (Current statements from calendar: “Credit Hour: The standard unit by which the course work offered by universities is normally measured. One credit hour (1h) is assigned to a class that meets fifty minutes per week in class instruction, exclusive of laboratory, tutorial, and examination requirements, over a period

of one term, or for equivalent class hours at intersession.” and “A 3-credit course will have a minimum of 36 contact hours.”)

- 4) Propose various means of support for faculty teaching/pedagogy development activities.

T.I.E. Committee Report to Senate

The TIE committee in October 2016, and agreed to allow Rick Mehta to serve as Chair of the committee for the 2016-2017 academic year. The committee agreed to meet once per month and prioritized its tasks for the year.

In November, the committee will discuss Calendar dates and what to do when a student registered with Accessibility Services has to write multiple final exams in one day.

In December, the committee will meet with Duane Currie to discuss options for timetable reform.

Other issues that will be discussed will be: updating the documents that are sent to Chief Proctors at final exams, and how to deal with requests from faculty for accommodations at final exams.

Respectfully submitted,
Rick Mehta, Chair, TIE Committee