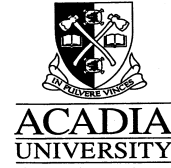


Office of the Senate Secretariat

Acadia University
Wolfville, Nova Scotia
Canada B0P 1X0

Telephone: (902) 585-1617
Facsimile: (902) 585-1078



The Senate of Acadia University acknowledges that we are located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People.

Dear Member of Senate:

I advise you that a virtual meeting of the Senate of Acadia University using Microsoft Teams will occur from **9:00 – 12:00 noon** on Wednesday June 10th, 2020 in your homes.

The agenda follows:

1. Approval of Agenda
2. Minutes of the Senate Meeting of 6th May, 2020
3. Announcements
4. Old Business
 - a) Motion that classes begin for the fall term on September 28th, and that the Fall 2020 Academic Calendar dates be amended as attached. (D. Keefe)
5. New Business:
 - a) Election of Senate Lay Person for 2020-2023 (*CVs circulated separately after nomination deadline of June 5th*)
 - b) Motion that the timetable principles and associated 43-slot timetable be adopted, for use beginning in the 2021-2022 academic year. Furthermore, the Timetable, Instruction and Examinations Committee will undertake an annual survey of students and faculty to gather feedback on the timetable in the winter term 2021, and continue for at least 2022 and 2023, and will report the results of the survey to Senate annually. (*attached*)
 - c) Academic Planning Committee Update (*D. Keefe*)
 - d) Senate Committee Annual Reports:
 - i) Library Committee Report (2019-2020) (*attached*)
 - ii) Academic Integrity Committee Report (2019-2020) (*attached*)
 - iii) Scholarships, Prizes and Awards Committee Report (2019-2020) (*attached*)

- iv) Honours Committee Report (2019-2020) (*attached*)
- v) Academic Planning Committee Report (2019-2020) (*attached*)
- vi) Admissions and Academic Standing (Policy) Committee Report (2019-2020) (*attached*)
- vii) Academic Program Review Committee Report (2019-2020) (*attached*)
- viii) Board of Open Acadia Report (2019-2020) (*attached*)
- ix) Curriculum Committee (Policy) Report (2019-2020) (*attached*)
- x) Research Committee Report (2019-2020) (*attached*)
- xi) Graduate Studies Committee Report (2019-2020) (*attached*)
- xii) Senate Executive Committee Report (2019-2020) (*attached*)
- xiii) Admissions and Academic Standing (Appeals) Committee Report (2019-2020) (*attached*)
- xiv) Faculty Support Committee Report (2019-2020) (*attached*)
- xv) Equity, Diversity, and Inclusion Committee Report (2019-2020) (*attached*)

6. Other Business

7. Adjournment

Sincerely,

ORIGINAL SIGNED
Rosie Hare
Recording Secretary to Senate

PRESIDENT’S ANNOUNCEMENTS TO SENATE:

Verbal report will be provided.

PROVOST AND VICE-PRESIDENT ACADEMIC ANNOUNCEMENTS TO SENATE:

As I write this report from my basement after two and one-half months of working remotely, I am reflecting on my first year at Acadia. In May 2019, when I accepted the challenge of Provost and Vice-President Academic, I would never in my wildest dreams (or should I say nightmares) imagined that we would be in the middle of a global pandemic that moved the vast majority of our operations to a remote work environment. Overall, my first year has been very invigorating. I am thankful for the welcome, openness, and frankness of everyone on campus. It has been a pleasure to integrate into the Valley community. These are certainly challenging times, and there still is much uncertainty around exactly what the new “normal” will be, but I am confident that Acadia will not only withstand this test but will be even stronger and more resilient. I look forward to when we can put this pandemic behind us, and we can all get back to our core Academic Mission of providing a liberal arts education to the next generation of Acadia students.

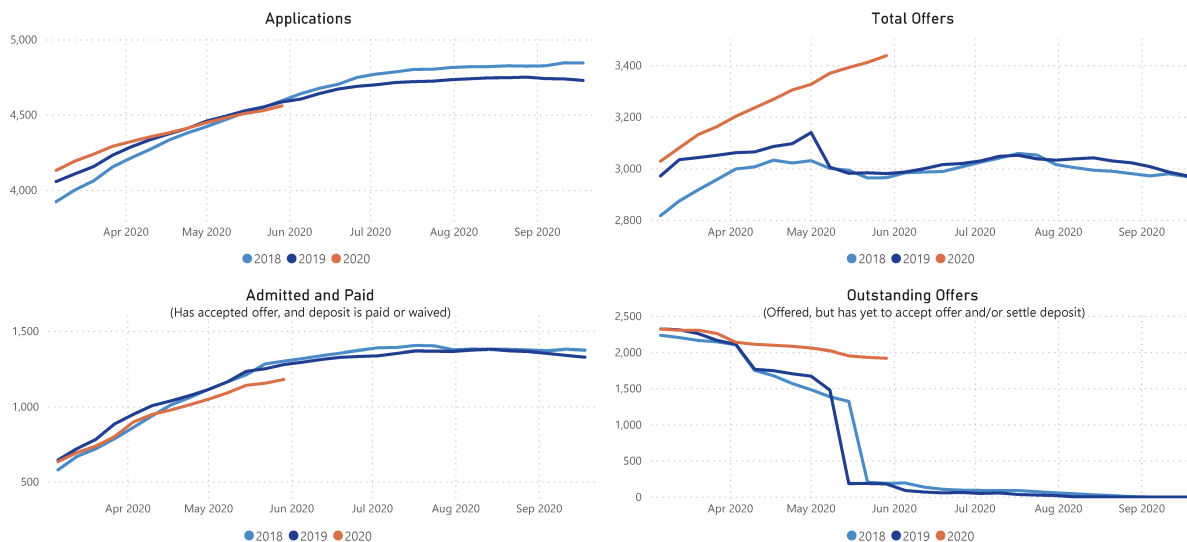
FALL 2020 PLANNING TASK FORCE

Much of my time over the last couple of months has been focused on the work of the Fall 2020 Planning Task Force. As the Senate and the rest of the university community is aware, the Planning Task Force has recommended that the fall term proceed with Hybrid on-Campus and Virtual offerings. The Task Force is working on establishing the protocols and parameters for how we can operate within the accepted public health guidelines and requirements. The draft protocols and parameters document has been circulated to the university community for consultation and feedback. Under the direction of the deans, the heads and directors are working through the programmatic needs and impacts of operating in hybrid delivery mode.

ENROLMENT FOR FALL 2020

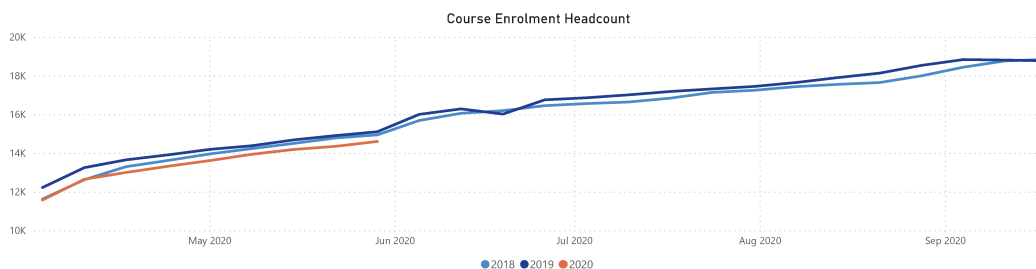
Shortly after the pandemic hit and it was clear that its impacts would last well into the summer and potentially the fall, we started to more closely monitor admissions and registrations for the fall.

Admissions:

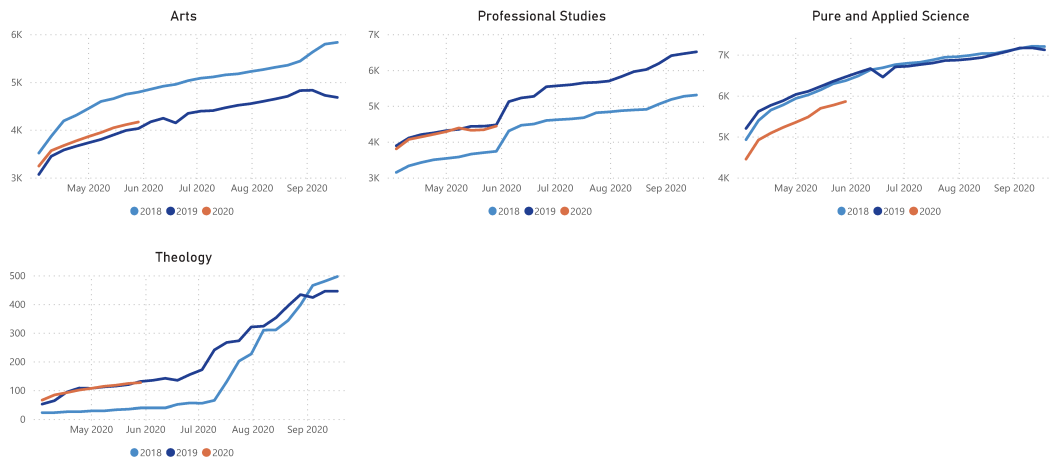


- Notes:**
- 1) Includes data on full-time undergraduate applications to Acadia from the start of March until mid-September for 2018-2020 cycles. For the BED and EAP programs (those which normally have summer entry in addition to fall), these include both spring/summer and fall applications. For all other programs, these are fall intake only.
 - 2) These correspond to the weekly incoming program and geo spreadsheets, except with the inclusion of undergraduate Theology.
 - 3) The date at the bottom of each plot represents the data in 2020. Other years are aligned to the same number of weeks from the first week of September before the recruitment cycle began.
 - 4) A faculty of "None" is for students without an assigned faculty. Normally, this is the case for independent students.
 - 5) The columns for **Admitted and Paid** represent applicants who have accepted an offer and paid their deposit. Applicants who have withdrawn or deferred after being admitted are not included in the admitted numbers.
 - 6) The columns for **Outstanding Offers** represent current offers. Offers which have been accepted and paid, or have declined, withdrawn, deferred, or which received no response are not included in the outstanding offers numbers.
 - 7) The columns for **Total Offers** represent the number of applicants who were given an offer by Acadia from the beginning of the recruitment cycle. This includes all those who accepted, declined, deferred, withdrew, or whose offers expired without receiving a response. Note: these may decrease if offers are removed or retracted. This will be investigated in detail soon, but are believed to be due to the processing of deferrals and removal of nuisance and duplicate applications.
 - 8) The columns for **Applications** represent all applicable applications received from the beginning of the recruitment cycle.
 - 9) The drop in Outstanding Offers in mid-May is aligned to the scholarship acceptance deadline.
 - 10) A region of "Unknown/Unrecorded" means that the applicable data is not recorded in their application. For Canadian applicants, that means their province of residence was either not selected or invalid (e.g. chose an American city with the same name as their home in Canada). In most of those cases, they would be Nova Scotia residents, with a smaller number usually being Ontario and New Brunswick. For International students, that would normally indicate that their country of residence was not recorded on their application.

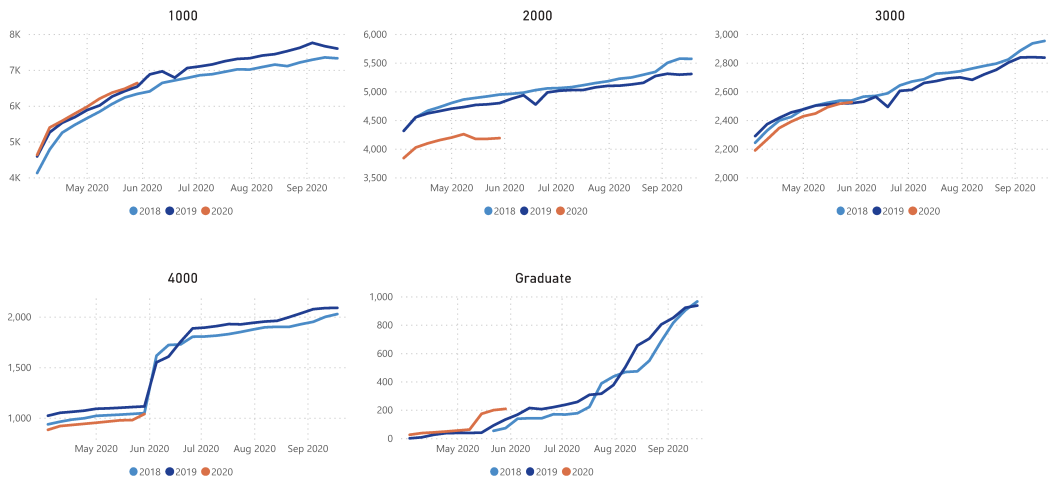
Registrations:



By Faculty



By Course Level



- The number of applications received is on par with 2019, and while initially tracking higher, they have now started to slip slightly behind.
- The number of offers extended is considerably higher than in previous years, but the offer acceptance is down by approximately 8% from 2019.
- The number of course registrations started out on a similar track as the last two years; however, in recent weeks have slowed and are tracking at approximately 3% below 2019.
- Course level registrations are up for 1000 level courses, on par for the 3000 level and slightly down for the 4000 level; however, 2000 level courses are down approximately 13% year over year.
- By faculty, Arts, Professional Studies, and Theology registrations are on par with 2019; however, Pure and Applied Science are down approximately 9%.
- Based on the latest data and results from the student survey, we are expecting reductions of 10% or more in enrolment for the fall term.

RENEWAL, TENURE, AND PROMOTION

Internal/External Collaborations:

- **Black Student Navigator** – connecting to identify partnership on joint needs.
- **Acadia Students Union Executive** – working together on the Mawiomi, as well as recruitment and welcome week activities.
- **Review of Services and Programs** – An *Indigenous Student Programs and Services Offered at Other Universities* comparative scan and analysis will be completed over the summer.
- **Coop** – an Indigenous student is working for the summer at the Mi'kmaq Conservation Group. The Coop Office is meeting with Ulnooweg (a regional indigenous finance organization) about future Coop placements.
- **University Library** – ongoing work with Maggie Jean Neilson to organize a Library Database townhall meeting to discuss the category system. Amanda Peters of Glooscap First Nation is collaborating on this project.
- **Discrimination and Harassment Policy Committee** – ongoing work drafting the new policy document. Once the draft is completed it will be circulated to various interest groups and constituencies on campus and off, including the Mi'kmaq.
- **Sexual Assault Policy Committee** – connected the Sexual Assault Policy Committee and Andrea MacNevin with the various Mi'kmaq experts on this subject matter and restorative justice.
- **Faculty of Arts Mi'kmaq language** – ongoing work with Laura Robinson and external academic stakeholders developing a two-phased approach to Mi'kmaq language course offering at Acadia. Target: fall 2021 course offering.
- **Mawiomi or Gathering (pow wow)** – planning continues with a recommendation to delay the event until spring 2021. Awaiting the response to the funding application submitted to the Nova Scotia Department of Communities, Culture and Heritage.
- **North American Indigenous Games (NAIG) support for athletes and coaches** – ongoing work with Elliott Richardson and Levi Denny, the Chef de Mission for Team Nova Scotia, and his staff. Elliott and his team will be providing all the conditioning programming for the Team Nova Scotia athletes (13 sports) for the next year and until the 2021 Games.

What follows are announcements from the faculties and the division of research and graduate studies.

FACULTY OF ARTS

No announcement to report.

FACULTY OF PROFESSIONAL STUDIES

School of Business/School of Education

The School of Education and School of Business are delighted to have been the successful recipients of the CLARI funding. The funding will provide an opportunity for Acadia to partner with Wolfville School. The funding will support a three phase action research project whereby 1) in-service teachers at Wolfville and a select number of pre-service teachers from Acadia will engage in professional learning to understand and explore the ways in which the Makerspace affords opportunities for delivering a new

curriculum; 2) middle school students from Wolfville will visit the Makerspace over a series of weeks and will be provided with learning experiences that align with the renewed grade 7/8 curriculum, with a particular focus on technology and project based learning; and, 3) during both step 1 and 2 (above), researchers from Acadia will be facilitating an action research project to understand the impacts of the Makerspace on the middle school students, the in-service teachers, and the pre-service teachers.

The School of Education and School of Business are extremely excited about the new Makerspace on our campus and see this as a perfect opportunity to begin to understand the ways in which this state-of-the-art facility can support middle school students and in-service teachers engage with project-based learning through technology. The launch of the renewed public-school curriculum for grade 7/8 students with a particular focus on project-based learning and the integration of new and emerging technologies provides a timely impetus and rationale for this research project. While the School of Education sees this as a case study, they are especially excited by the longer-term prospects of working with more schools across the AVRCE to ensure that more students and in-service teachers can benefit from Acadia's Makerspace as they look to engage with the renewed curriculum.

School of Kinesiology

Dr. Colin King was awarded the 2020 Canadian Athletic Therapists Association Research Article Writing Award (with co-author Dr. Lorian Hynes from York University) for their manuscript entitled "An exploration of concussion assessment and management knowledge in a sample of athletic therapy students".

Congratulations to Dr. Chris Shields, this year's winner of the Dr. Gary Ness Teaching Appreciation Award.

School of Music

Congratulations to Baylee Saulnier, winner of this year's prestigious FPS JW Johnstone Award. Baylee is a fourth-year music major, majoring in piano and music education. She has proven herself as an amazing leader, mentor and future educator. Baylee has stepped into volunteer opportunities throughout the School of Music to offer her time, talents and positive spirit to all students. She has been a leader in all the audition weekends, speaking to prospective students and parents on the exciting programming in the School. She has participated in the welcome-week boot-camp that the School of Music provides for all first-year students. She challenged herself to prepare a thirty-minute piano recital this year, even though this was not a degree requirement. This speaks to her willingness to go above and beyond in everything she does. Baylee's welcoming smile and encouraging nature has made a positive impact on the entire School of Music. The School of Music will miss Baylee but are so proud that she is the first music recipient of the J.W. Johnstone Award.

RESEARCH & GRADUATE STUDIES

New Grants and Awards

Acadia's Covid-19 Research Projects

The faculty response to Acadia's recent competitive Call for Proposals (up to \$5000) in relation to Covid-19 spanned departments across all 4 Faculties and has fostered collaborations and research clusters that bring together diverse research expertise and perspectives. The funded projects are:

- **The Enemy Within? Understanding Predictors of Intimate Partner Violence During the COVID-19 Pandemic.** In the Psychology Department, **Kathryn Bell and Diane Holmberg** are working to understand the effect of social distancing practices on intimate partner violence (IPV) rates in both Canada and the United States. How do pandemics affect psychological functioning and how do deviations to this functioning impact the risk of IPV? Not only will this research help to understand how psychological and relational factors contribute to IPV risk during periods of isolation but will help public health and allied professionals mitigate the effects of social isolation on couples.
- **Assessing the Strength and Challenges of the Localized Food System in Response to the COVID-19 Crisis.** **Edith Callaghan** of the Manning School of Business and **Liesel Carlsson** from Nutrition and Dietetics are collaborating on a project that explores the challenges of the localized Food System; specifically, investigating how the local small/medium food producers and distribution networks throughout the Annapolis Valley have pivoted to meet local food needs. They will identify systems that work well, and those that show fragility and need to be re-designed, in preparation for a similar situation in the future.
- **Understanding Workers' Experiences During COVID-19: A Case Study of Three Groups of Workers.** From the Dept of Sociology, **Claudine Bonner, Jesse Carlson, Rebecca Casey, Lesley Frank, Elisabeth Rondinelli and Sarah Rudrum** have teamed up with Education's **Jennifer Tinkham** and Politics' **Rachel Brickner** to examine how working conditions have changed during the pandemic for food service workers, long-term care workers, and teachers. They seek to understand how the physical and mental health of these three groups of workers have been impacted by COVID-19, and to identify policies that have worked or that need improvement.
- **Practicum in a Pandemic: A Study of Alternative Teaching Approaches.** In the Education Department, **Janet Dymont and Jennifer Tinkham** are examining the experiences of pre-service teachers who were forced to shift gears to support 'at home learning' in Nova Scotia. What are the implications of this shift and how do pre-service teachers meet the needs of K-12 students and families during a time of great societal upheaval?
- **Isolated Bodies, United Voices: The Pedagogical, Musicianship, and Community-Building Prospects of Virtual Choirs in the age of COVID-19.** In the School of Music, **Michelle Boyd** is focusing on the pedagogical, musicianship, and community-building prospects of virtual choirs in the age of COVID-19. Unable to sing together in person due to social distancing, choirs around the globe have begun making virtual videos as a means of continuing to perform and connect with one another. Boyd will chart the Acadia University Singers' foray into the virtual realm and examine the musical and pedagogical implications of singing in a virtual choir and the efficacy of this performative methodology.
- **God's Rhetoric: The Rhetoric of Preaching on Sunday, 29 March 2020.** Co-funded with the Acadia Divinity College, **Stuart Blythe** is investigating the theological questions for faith communities during the pandemic, with a focus on the rhetoric of preaching in five Baptist congregations across Atlantic Canada on Sunday, 29th March 2020. Besides social and economic concerns, the pandemic has raised theological questions for people seeking reassurance and answers to the meaning of life. This rhetorical

analysis will explore the ways that preachers faced the pandemic with positive social and religious messages.

NS Department of Health & Wellness Award to Acadia's Centre of Lifestyle Studies

Jonathon Fowles (Kinesiology; Director, Centre of Lifestyle Studies) was awarded \$136,000 in grant funding by the NS Department of Health & Wellness, under a Canada-Nova Scotia Home and Community Care and Mental Health and Addictions Services Funding Agreement. The funds will support part-time Clinical Exercise Physiologist positions serving Wolfville and surrounding communities. These individuals will help establish services to support seniors being more active in their own homes and communities.

National Research Council - Industrial Research Assistance Program (NRC-IRAP)

Acadia's annual Contribution Agreement with NRC-IRAP (\$60,000) will provide targeted research services to address the scientific, technical, business and development needs of small and medium enterprises (SMEs). Under this Agreement, **Nicoletta Faraone** (Chemistry) was awarded \$5,000 in funding to collaborate with Basil Kings Farm Inc. to investigate the insecticidal properties of basil grown in South West NS. This assistance may lead to new value-added products for this innovative company.

NSBI's NS Productivity and Innovation (P&I) Voucher Program

Acadia's Office of Industry & Community Engagement (ICE) has helped to facilitate seven Productivity & Innovation (P&I) Vouchers awarded to companies collaborating with Acadia faculty members to develop innovative new products and services. These awards represent the first round of approved projects in this annual, competitive fund. Tier I projects are awarded for new industry/ university collaborations, while Tier II projects build on work previously completed.

Tier I Projects (\$15,000):

Danny Silver (Computer Science) - Talem Health Analytics, Inc.

Kirk Hillier (Biology) - Oberland Agriscience, Inc.

Kirk Hillier (Chemistry) & **Nicoletta Faraone** (Biology) - Natures Pet Natural Pet Care Products

Kirk Hillier (Biology) - Dykeview Farms Ltd

Tier II Projects (\$25,000):

Allison Walker (Biology) - SeaChange Biochemistry Inc.

Danny Silver (Computer Science) - Greenlight Analytical Inc.

Nicoletta Faraone (Chemistry) and **Kirk Hillier** (Biology) - Atlantick Repellent Products, Inc.

Honours Research Awards

- Internally funded Honours Summer Research Awards (HSRA; \$5400) are reported in the Senate Honours Committee's June Report.
- Twenty students applied for an NSERC Undergraduate Student Research Award (USRA; \$4500). A total of \$108,111 was awarded to 15 students: \$67,500 provided by NSERC, \$35,211 provided by individual faculty members, and \$5,400 provided from Acadia's NSERC General Research Fund (as a top-up where students were also competitive for an HSRA).

- Research Nova Scotia received 13 applications for the Scotia Scholars Awards Competition. A total of \$24,000 was awarded to 8 undergraduate students (\$3000 each). The Scotia Scholars Awards were created to provide financial support to high caliber trainees engaged in health research related academic study at Nova Scotia universities.

Tri-Council Updates

SSHRC, NSERC and CIHR regularly update their sites with information on new and ongoing research programs. Due to the impact of Covid-19, there have been a number of recent announcements, including notices of extensions to award duration and/or funding:

https://www.sshrc-crsh.gc.ca/news_room-salle_de_presse/covid-19-eng.aspx

https://www.nserc-crsng.gc.ca/Media-Media/News-Nouvelles_eng.asp

<https://cihr-irsc.gc.ca/e/193.html>

Extensions on use of Internal Research Funds

Due to the impact of Covid-19 on research activities of faculty, all current awardees of internal research funds will have an additional year to utilise the funds awarded. These include the University Research Fund (Article 25.55; see MOU of the Joint Committee for the administration of the 15th CA; 18 March 2020), Harrison McCain Foundation awards, and the SSHRC Institutional Grant awards.

Protocol and Process Guide for the Return to Research at Acadia

A guidance document for the return to research at Acadia has been prepared for release in early June. The guide addresses the provincial Public Health directives and provides Governing Principles, Priorities, and the Request-Review-Approval Process for applying to resume on-campus research and field work activities. Faculty and student research that can be carried out remotely should continue in this manner wherever possible. Researchers who need to commence or restart essential on-campus or in-field research activities, or physical face-to-face interactions with research participants, must apply for approval using the Guide and associated Application Form. To date, only a small number of exemptions to the restrictions on access to campus facilities have been made; these include COVID-19 Task Force support activities, animal care and equipment maintenance needs, and critical time-sensitive research activities that can be carried out while respecting public health provisions in place.

FACULTY OF PURE AND APPLIED SCIENCE

Dr. Mark Mallory (**Biology**) and former Acadia Biology postdoctoral fellow, Dr. Jennifer Provencher, recently published a paper in the journal, *Science of the Total Environment*, entitled: “A Horizon Scan of research priorities to inform policies aimed at reducing harm of plastic pollution to biota”. The team worked with LTID’s Terry Aulenbach to set up a survey site at Acadia that served as the hub for the expert opinion survey.

Dr. Ian Spooner from the Department of **Earth and Environmental Science** received the 2020 Acadia Alumni Association’s Faculty Award for Teaching Excellence. Congratulations Dr. Spooner!

The 2019 Excellence in Geoscience Award of Geoscientists Nova Scotia was awarded to Dr. Chris White, Ph.D., P. Geo. of Halifax, Nova Scotia. Chris is also an adjunct professor in **Earth and Environmental Science** at Acadia University. The award was established to honour an eminent and exemplary member of Geoscientists Nova Scotia (the Association of Professional Geoscientists of Nova Scotia) who is also a valuable contributing member of the Nova Scotia, Canadian and/or global geoscience community.

Dr. Danny Silver (**Jodrey School of Computer Science** and **AIDA**) will be involved in a research project “The role of environmental determinants and social mobility in viral infection transmission in Halifax” that was funded under the NS COVID-19 Health Research competition for \$36,900.

Megan Couturier who recently graduated with a Bachelor of Science in **Nutrition (Dietetics Option)** was the recipient of the 2020 Applied Physiology, Nutrition and Metabolism Undergraduate Research Excellence Award from the APN Journal for work completed with Dr. Moji Kaviani in Sports Nutrition.

ACADIA STUDENTS’ UNION ANNOUNCEMENTS TO SENATE:

COLLEGE OF DIVINITY/FACULTY OF THEOLOGY ANNOUNCEMENTS TO SENATE:

Motion that classes begin for the fall term on September 28th, and that the Fall 2020 Academic Calendar dates be amended as attached. (D. Keefe)

Proposed: Amended Fall 2020 Academic Calendar Dates

September:

Wednesday-Friday, September 2-4 Out-of-province students move in.

Friday-Friday, September 4-18 Quarantine period, University 101 programming and general orientation.

Tuesday, September 8 Graduate student registration.

Friday, September 18 Deadline for approved honours theses for Fall graduands.

Saturday-Sunday, September 19-20 NS (or Maritimes) students move in.

Sunday-Sunday, September 20-28, COVID-19 student education and training, hybrid and online tools training, alcohol harms education.

Friday, September 25 Last day to receive grades for Fall graduands.

Monday, September 28 Classes begin for Fall and Fall/Winter (full-year) courses. Fee payment deadline.

October:

Tuesday, October 6 Faculty meeting for approval of Fall graduands.

Wednesday, October 7 Last day to add/change any Fall or Fall/Winter course sections. Last day to withdraw from a Fall or Fall/Winter course without a “W” appearing on the transcript.

Senate meeting to approve Fall graduands and declaration of award of degrees and diplomas*.

Monday, October 12 Thanksgiving Day - no classes.

Thursday, October 15 Exam schedule posted for December examinations. Last day to decrease meal plan for Fall term. Last day to opt out of ASU Health Plan or add dependents.

~~**Monday-Friday, October 26-30** Fall study break – no classes.~~

November:

Wednesday, November 11 Remembrance Day - no classes.

Friday, November 13 Last day to withdraw from a Fall term course and receive a “W”. Any Fall course withdrawals after today will receive an “F” grade.

December:

Thursday, December 10 Last day of classes.

Friday, December 11 Examination study day.

Saturday, December 12 Fall term examinations begin.

Sunday, December 20 Fall term examinations end.

Monday, December 21 Residence close (12:00 noon)

Current Published Fall 2020 Academic Calendar Dates

September:

Wednesday, September 2 Residences open for new International students.

Thursday-Friday, 3-4 International student orientation activities.

Saturday, September 5 Residences open for all new Canadian students. New student orientation activities (all International and Canadian students).

Monday, September 7 Labour Day. Residences open for returning students (12:00 noon).

Tuesday, September 8 Graduate student registration.

Wednesday, September 9 Classes begin for Fall and Fall/Winter (full-year) courses. Fee payment deadline.

Thursday, September 17 Last day to add/change any Fall or Fall/Winter course sections. Last day to withdraw from a Fall or Fall/Winter course without a “W” appearing on the transcript.

Friday, September 18 Deadline for approved honours theses for Fall graduands.

Friday, September 25 Last day to receive grades for Fall graduands. Last day to decrease meal plan for Fall term.

Wednesday, September 30 Last day to opt out of ASU Health Plan or add dependents.

October:

Tuesday, October 6 Faculty meeting for approval of Fall graduands.

Wednesday, October 7 Senate meeting to approve Fall graduands and declaration of award of degrees and diplomas*.

Thursday, October 8 Exam schedule posted for December examinations.

Monday, October 12 Thanksgiving Day - no classes.

Monday-Friday, October 26-30 Fall study break - no classes.

November:

Wednesday, November 11 Remembrance Day - no classes.

Friday, November 13 Last day to withdraw from a Fall term course and receive a “W”. Any Fall course withdrawals after today will receive an “F” grade.

December:

Monday, December 7 Last day of classes.

Tuesday, December 8 Examination study day.

Wednesday, December 9 Fall term examinations begin.

Saturday, December 19 Fall term examinations end.

Sunday, December 20 Residence close (12:00 noon)

**Report to Senate on a Proposed Timetable to Accompany Motion
Timetable Instruction and Examinations Committee**

Report date: June 2, 2020

This proposal seeks to reduce the number of conflicting slots to improve student choice and enable more efficient use of classrooms. It also incorporates mid-day and late afternoon breaks for well-being and to facilitate engagement.

The present timetable has 84 slots while the proposed timetable has 43 slots.

Over the past 2 years, the TIE committee has worked on a timetable revision. Work included surveys of faculty, staff and students (April 2019), consultations with stakeholders such as Chartwells and Acadia Athletics (summer 2019), feasibility analysis of current offerings by Duane Currie (March 2019 – February 2020) and discussions with heads and directors (January 2020).

In spring 2020, the heads and directors of academic units attempted to schedule their 2020 – 21 course offerings to the timetable, as a check of the feasibility of the proposed timetable. Much of the feedback from this exercise was positive and many units had no serious concerns. Other units did express concerns.

Issues identified with the proposed timetable include:

- Increased numbers of conflicts, especially during midday slots.
 - A new timetable will not solve midday congestion. The scheduling of classes to any timetable can lead to congestion in preferred slots. The timetable principles stress the importance of using all available timetable slots during the normal teaching workday.
- Preference for slots of a certain duration (in some units, 60 minutes was preferred over 90; in others, 90 minutes was preferred over 60).
 - the addition of flexible slots on MWF afternoons may have mitigated some concerns. Scope for any additional timetable revision was very limited. If the proposed timetable is adopted, the offering of courses will in some cases need adaptation.
- Classroom availability, especially for large classes
 - for the current timetable, the Registrar's Office encounters (and resolves) issues involving availability of large classrooms. Issues would arise and be resolved under the new timetable.
- Clarification of several points, including length of instruction time and scheduling to shorter timeslots (e.g. 90-minute labs).

While no timetable will completely “fix” issues such as those identified above, the TIE committee feels that the proposal represents a step forward.

Taking into consideration the extensive feedback it has received, the TIE committee suggests the following possible motion:

Motion that the timetable principles and associated 43-slot timetable be adopted, for use beginning in the 2021-2022 academic year. Furthermore, the Timetable, Instruction and Examinations Committee will undertake an annual survey of students and faculty to gather feedback on the timetable in the winter term 2021, and continue for at least 2022 and 2023, and will report the results of the survey to Senate annually.

Attachments:

- (a) Timetable principles
- (b) Proposed timetable
- (c) Current timetable

Basic Principles of Timetabling

Parameters to apply in the scheduling process of an annual coordinated Acadia University timetable.

The following general principles will be used to schedule courses:

- Acadia has a student focused timetable intended to maximize student choice. Priority will be given to avoiding timetable conflicts for students between required, supporting or elective courses as identified by units from among their own offerings, as well as those identified by cross-unit consultations. To facilitate this principle, departments must fully use the timetable within the constraints of their discipline, following the normal teaching workday, that is from 8:30am to 5:30pm, Monday to Thursday, and 8:30am to 4:00pm Friday.
- Evening courses (6:30pm to 9:30pm) may be scheduled, with a requirement that an individual faculty member is to have only one class scheduled in a weekly period past 6:30pm, unless desired or requested by the individual faculty member.
- The normal pattern for classes and labs is: 90-minute slots 2 days a week, a 180-minute slot 1 day a week, or 60-minute slots 3 days a week.
- A slot should be viewed as a “container” that can hold the credit hours for a course. The timetable does not prescribe the number of minutes of teaching time. It enables the scheduling of course instruction hours in a way that avoids conflict.
- In some cases (e.g. slots 5 and 6) the slot is considerably longer than the standard 3 credit hours. These slots can be used flexibly to make up the required instruction time (e.g. M/W 1:00 – 2:30 or MWF 1:00 – 2:00, etc).
- The number of minutes of instruction time for a course should not be affected by the slot to which it is scheduled. For example, 150 minutes of instruction time could be distributed as 3 x 50 minutes or 2 x 75 minutes.

- Instruction should end before the end time of a slot, allowing time for students to travel to a class scheduled in the next slot. For example, a class in an 8:30 – 9:30 am slot might end at 9:20 am.
- The scheduling process will attempt to optimize the use of academic teaching space using the course size and requirements, the room capacity and features, and preferred teaching space.
- All courses must be offered within the slots approved by Senate. Requests for asynchronous scheduling will be considered on a limited basis and must be requested by the Chair or Director, giving clearly articulated reasons for the request, to the Vice-President Academic's Deans Committee for review. Only approved requests will be processed by the University Registrar's Office and will be assigned after all other classes have been scheduled.
- Persons with disabilities will be accommodated in any timetable matters up to the point of undue hardship for the University.
- While every attempt should be made to adhere to the standardized slots, intensive, specialized programs (e.g. B.Ed., M.Ed.) may need to operate as per their own distinct requirements.
- Coordinating with the timetable patterns of Maple League partners will be a consideration to increase student course selection and choice.

Monday		Tuesday		Wednesday		Thursday		Friday	
8:30-9:30 1	8:30-11:30 30	8:30-9:30 7		8:30-9:30 1/7		8:30-9:30 7		8:30-9:30 1	8:30-11:30 38
9:30-10:30 2		9:30-11:00 11/50	9:30-12:30 32	9:30-10:30 2	9:30-12:30 34	9:30-11:00 11/52	9:30-12:30 36	9:30-10:30 2	
10:30-11:30 3		11:00-12:30 12/51		10:30-11:30 3		11:00-12:30 12/53		10:30-11:30 3	
11:30-12:30 4				11:30-12:30 4		11:30-12:30 4			
12:30-1:00 Mid-Day Break - No Classes		12:30-1:00 Mid-Day Break - No Classes		12:30-1:00 Mid-Day Break - No Classes		12:30-1:00 Mid-Day Break - No Classes		12:30-1:00 Mid-Day Break - No Classes	
1:00-2:30 5*/54	1:00-4:00 31	1:00-2:30 13/57	1:00-4:00 33	1:00-2:30 5*/60	1:00-4:00 35	1:00-2:30 13/63	1:00-4:00 37	1:00-2:30 5*/66	1:00-4:00 39
2:30-4:00 6*/55		2:30-4:00 14/58		2:30-4:00 6*/61		2:30-4:00 14/64		2:30-4:00 6*/67	
4:00-5:30 10/56		4:00-5:30 15/59		4:00-5:30 10/62		4:00-5:30 15/65			
5:30-6:30 Break - No Classes		5:30-6:30 Break - No Classes		5:30-6:30 Break - No Classes		5:30-6:30 Break - No Classes		5:30-6:30 Break - No Classes	
6:30-8:00 20	6:30-9:30 40	6:30-8:00 22	6:30-9:30 41	6:30-8:00 20	6:30-9:30 42	6:30-8:00 22	6:30-9:30 43		
8:00-9:30 21		8:00-9:30 23		8:00-9:30 21		8:00-9:30 23			

*Flex-slot

Slots 1 - 7 are 3 x 1h or 3 x 1h flex-slots

Slots 10 - 15 are 2 x 1.5h day slots

Slots 20 - 23 are 2 x 1.5h night slots

Slots 30 - 39 are 3h day slots

Slots 40 - 43 are 3h night slots

Slots 50 - 67 are 1 x 1.5h day slots

Schedule

Monday				Tuesday			Wednesday				Thursday			Friday				
1	21			11/37	22		1	23			11/38	24	82	1	25			
2/50/60				12/47			2/50/54				12/84			2/55				
3/9/18							3/9/19							3/20				
4/31						81	4/32					83	4/33					
					10/39						10/40							
	5/34			8				5/35				8/67	5/36					
56/58							56/78											
	6/17/ 53	26	48	51/ 68	13/43	27	70	6/17	28	44	51/ 69	13/46	29		6/85	30	75	
14/41									14/77				66	8				
			49		15/61					45			15					
16/59				52						52								
		7/62		63				16/76				7/65						
71				72	42		73	79		74	42/80							

**Academic Planning Committee (APC)
Update Report to Senate
June 4, 2020**

Revised Academic Planning Process

Given the current the current COVID-19, the APC decided that departments and schools did not have sufficient time to review the process in detail. The APC will incorporate the feedback received and circulate a revised document for further consultation.

April 24, 2020, the university community provided feedback regarding the revised Academic Planning Process proposed by the APC in April. On Friday May 29, 2020, the APC met to review the feedback.

Academic Planning Process for 2020/2021

- The current submission deadline for July 1, 2021, positions requests is July 1, 2020.
- Given the pandemic and resulting uncertainty for 2020/21, the APC is proposing that the deadline for submissions related to requests for 2021 be changed from July 1 to August 1. Academic units who submitted plans in 2019 can either update their plan or notify the Chair of the APC that the previous plan will continue to be used for 2020.

Respectfully submitted,

C. Dale Keefe, Ph.D.
Chair, Academic Program Review Committee (APC)

Senate Library Committee - Annual Report to Senate 2019-20

Committee Members:

Darren Kruisselbrink (Professional Studies, Chair)
Jennifer Richard (University Librarian)
Brittanie Wentzell (Professional Librarian)
Diemo Landgraf (Arts)
Christian Thomas (Arts)
Kendra Carmichael (Professional Studies)
Barb Anderson (Pure & Applied Science)
Sue Conlan (Pure & Applied Science)
Glenn Wooden (Theology)
Mackenzie Jarvin (Student-VP Academic)
Zachary Goldsmith (Student)
Kelly Bennett (Secretary)

Duties:

The University Librarian, liaison Librarian, students and faculty members work collaboratively:

- (1) To consult actively with their constituents, to offer another conduit through which constituents convey their academic concerns regarding the library and to address these concerns by various means, including the formulation of policies;
- (2) To advocate for necessary and appropriate resources for the academic functions of the library;
- (3) To develop policy recommendations with regard to the library's collection development;
- (4) To develop policy recommendations with regard to the library's support of research;
- (5) To make an annual report.

Meetings:

September 24, 2019 & February 12, 2020

In discussing goals for the 2019-20 academic year the committee reviewed its terms of reference. Discussion highlighted that these duties are regularly achieved within the existing infrastructure of the Library and its reporting structure such that efforts by committee members to execute these same duties would not only be redundant but, if undertaken, would also be accomplished with less expertise. Broader discussions about the impact of mothballing the Library Committee were planned when COVID-19 hit and the provincial declaration of a state of emergency closed the university.

Respectfully, Darren Kruisselbrink, Chair

Year-end Report to Senate: May 2020

Academic Integrity Committee

Membership of Committee: Paul Abela (Chair), Paul Arnold, Mike Beazley, Mark Bishop (Registrar), Michelle Boyd, Jonathon Fowles, Zachary Goldsmith

The committee met in 2019 and 2020. The committee received feedback on the new plagiarism policy implemented in the 2019-2020 academic year. It noted some themes and suggestions that it will consider further over the summer with a view to offering to Senate, in the Fall, some minor revisions to improve the language in the Calendar pertaining the processes for addressing potential cases of plagiarism.

The committee also invited feedback on issues pertaining to the safeguarding of academic integrity in the changed environment brought on by Covid-19. The committee noted concerns pertaining to threats to academic integrity that modes of evaluation outside the classroom environment have generated. The committee also noted the substantial increase in workload already baked into attempts by faculty to meet the new demands for evaluating students in a non in-person teaching setting.

The committee is offering a recommendation that the university administration investigate, and purchase over the summer, additional relevant software to help maintain the integrity of various forms of testing and evaluation.

To this end it was noted, given that there are likely similar issues being encountered by our sister institutions, that some collective form of purchase might prove particularly useful.

The committee has agreed to meet over the summer to begin word-crafting language which, as previously mentioned, it intends to bring to Senate in the Fall.

Submitted respectfully,

Dr. Paul Abela

Chair
Academic Integrity Committee

ACADIA UNIVERSITY

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

REPORT DATE: May 25, 2020

SPAC COMMITTEE MEMBERS

Membership	July 1, 2019 - June 30, 2020	July 1, 2020 - June 30, 2021
Arts	Can Mutlu (Committee Chair August 2019 – June 2020)	Can Mutlu (interim chair until fall meeting)
	Andrew Biro	Andrew Biro
	Paige Stewardson (Student Rep)	tba (Student Rep)
Professional Studies	Scott Landry	Scott Landry
	Harish Kapoor	Harish Kapoor
	Cassidy Churchill (Student Rep)	tba (Student Rep)
Pure & Applied Science	Cindy Trudel (interim chair for July 2019)	Kirk Hillier
	Andrew Mitchell	Andrew Mitchell
	Nicole Kirkpatrick (Student Rep)	tba (Student Rep)
Registrar or Delegate	Kim Rhymes, Administrator, Scholarships and Financial Assistance	Kim Rhymes, Administrator, 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 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.

MEETINGS DATES

Committee meetings were held during 2019-2020 on the following dates:

October 4, 2019

March 7, 2020

April 6, 2020 via Microsoft Teams

April 23, 2020 via Microsoft Teams

April 29, 2020 via Microsoft Teams (continuation of April 23 agenda)
An entrance scholarship process information session was held on February 12, 2020.

The Awards & Appeals Sub Committee held several meetings to decide upon various awards and matters. The Bursary & Loan Sub Committee of SPAC met weekly as needed throughout the academic year. Acadia's Student Assistance Program (ASAP) assisted 149 students in the 2019-2020 academic year with a budget of \$250,000.

AGENDAS, DISCUSSIONS and CONCLUSIONS

The following represents the main agenda topics:

1. Awarding of 2020 Entrance Scholarships

Through the entrance scholarship process, 1727 prospective students were offered entrance scholarships or scholar-bursaries for the 2020-21 academic year as of the date of this report. This included renewable entrance merit-based scholarships to all incoming students (in their first undergraduate degree) with a scholarship average of 80% or above.

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

- Three Chancellor's 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
- Four International Baccalaureate Scholarships each valued at \$6,000 renewable

The academic requirements for the 2020-2021 grade-based 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 provided the grade 12 average is 80% or above.

As part of the entrance scholarship application process the Committee again used a standardized group score spreadsheet. The top 120 files were reviewed. Minor changes have been made to the entrance scholarship forms and changes were made to who is required to submit references for the 2021 entrance scholarship program.

2. Review of Committee Mandate

The Committee duties were reviewed. No changes were made.

3. Bursary Program Process:

The program process will be reviewed over the summer/fall.

4. Scholarship Renewability:

The renewability process has been revised for this year only to account for any impact of COVID-19 on academic grades.

5. Scholarship Renewability Appeal Process:

The appeal process was reviewed. Appeal benchmarks were revised from numeric to grade point average.

Respectfully submitted,
Pamela D'Entremont
Secretary

Can Mutlu
Chair

Senate Honours Committee Report

June 2020

Committee Members for 2019/2020:

Dean of Research & Graduate Studies: Anna Redden ex-officio

Registrar: Mark Bishop ex-officio

Arts: *VACANT*

Arts: Cynthia Alexander

Prof. Studies: Said Mekary

Prof. Studies: Claire Mallin

P&A Science: Joseph Hayes (Chair)

P&A Science: Matt Lukeman

Honours Student (Arts): Hannah Helm

Honours Student (Prof. Studies): Shae Mckenzie

Honours Student (P&A Science): Taylor Wilson

The Senate Honours Committee met three times in 2019/2020 (September 30th, 2019; October 21st, 2019; and December 13th, 2019) plus a special meeting on March 4th 2020 to adjudicate the Honours Summer Research Award (HSRA) applications. Results are provided at the end of this report.

The committee's main focus this year was to submit recommendations to Senate regarding the discontinuation of the external review process for Honours Theses.

In the Spring of 2019, the committee distributed a survey to faculty members aimed at assessing attitudes toward the external review process. In the Fall of 2019, Joseph Hayes (chair of the committee) presented the results of this survey in each of the council meetings of Faculty (Science, Professional Studies, and Arts), and solicited feedback on the proposed recommendation to remove the external review process from the thesis process in favour of a mandatory internal (second) reader.

An additional survey of Heads and Directors revealed that all units with Honours Students in 2019/2020 had existing internal readers in place. Nevertheless, all units were encouraged to consult with their Dean of Faculty to ensure that they maintain a rigorous internal evaluation process.

Formal recommendations to remove the external review process were submitted to Senate in January 2020, and were subsequently adopted.

2019-20 Honours Theses

There were 110 Honours theses submitted during the 2019-2020 academic year. Only 8 submission extensions were requested and 2 were not able to submit.

Breakdown: Theses in FPAS departments: 66
Theses in FA departments: 20
Theses in FPS departments: 24

2020 Honours Summer Research Awards:

Applications:

There were 46 applications submitted for the HSRAs. Of these, 6 were selected for an NSERC Undergraduate Student Research award and were withdrawn from the HSRA competition leaving 40 to be considered for an HSRA. Of these there were:

- 3 from the Faculty of Arts (7.5%)
- 10 from the Faculty of Professional Studies (25%)
- 27 from the Faculty of Pure and Applied Sciences (67.5%)

Funding:

A total of \$106,669.00 was awarded for Honours Summer Research Awards.

- \$64,000 was provided by Acadia via the VP Academic and \$5,400 was provided by RGS.
- The Webster Foundation funded 3 full awards for a total of \$18,000.00 (1 award was offered to a student in each of the 3 faculties at Acadia)
- Individual Faculty members provided \$19,269 to support specific students. Of this, \$15,378 came from Pure and Applied Science, and \$3,891 was from Professional Studies.

Results:

13 HSRAs and 3 Websters were awarded

- 3 went to Faculty of Arts (100% of applicants from FA)
- 6 went to Faculty of Professional Studies (60% of applicants from FPS)
- 7 went to Faculty of Pure and Applied Sciences (26% of applicants from FPAS). Combined with the 6 students who received USRAs, 39% of applicants from FPAS received funding.

Submitted by

Joseph Hayes, Chair

**ACADEMIC PLANNING COMMITTEE (APC)
ANNUAL REPORT TO SENATE 2019-20**

Meeting schedule:

- August 20, 2019
- August 22, 2019
- November 13, 2019
- March 13, 2020
- March 26, 2020
- May 29, 2020

Membership:

- Provost and Vice-President Academic (Chair): Dale Keefe
- Dean of Pure & Applied Science: Suzie Currie
- Dean of Arts: Laura Robinson
- Dean of Professional Studies (Acting): Ann Vibert
- University Librarian (to December 2019): Daphne Flanagan
- University Librarian (Interim) (since January 2020): Jennifer Richard
- Faculty from IDST Program: Anne Quéma
- Faculty from Arts: Rachel Brickner
- Faculty from Professional Studies: Janna Wentzell
- Faculty from Pure and Applied Sciences: Danny Silver
- Student Union, VP Academic and External: Mackenzie Jarvin

Mandate:

The Academic Planning Committee (APC) shall make recommendations to the 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 the Senate at least two times per year.

2019-20 Update:

In August 2019, the APC met to review the Faculty and Library submission and to rank their priorities based on the Process for Allocating Permanent Faculty Positions that was approved by Senate in January 2019 and the APC Process for Developing Plans to Faculty Faculty Position Proposals that was distributed to departments in May 2019.

In January 2019, the Senate approved a modified *Process for Allocating Permanent Faculty Positions* (Appendix I) and in May 2019 the APC developed a *Process for Developing Plans to Facilitate Faculty Position Proposals*. The Senate motion approving the new allocation process requires that it be reviewed in January 2020.

During its August 2019 meetings and at the September 2019 Senate meeting, it was noted by committee members as well as Senators that while the process is a significant improvement, there are still gaps. The process is centred around the allocation of faculty positions, which, while important, should really be one of the results of academic planning. It was noted that both the APC and Senate would like to have a more comprehensive academic planning process.

In anticipation of the January 2020 review, the APC met in November 2019. The chair presented an overview of the key components of academic planning, including connection with other institutional processes such as the strategic plan, the annual operating budget, unit planning and reporting, and quality assurance. The APC decided to form a working group (Keefe, Currie, Quéma, Silver) to explore the components of academic planning, to research what other institutions are doing, and to develop planning templates for the committee's consideration.

At the January 2020 Senate meeting, the APC chair committed that the APC would solicit feedback from the broader community on their experiences with the 2019 process. A small number of individuals sent feedback to the Provost, but most were speaking on behalf of experiences in their particular units. One individual requested that their comments be considered confidential to the Provost only. All other feedback was provided to the working group and the full committee.

The working group carried out its work between November and March and met as a group in both January and March. The working group discussed the submitted feedback on the current process and also developed planning documents and templates. The working group reported to the full APC at its March 13 meeting. The APC reviewed the planning documents and templates and provided feedback to the chair at its March 26 meeting.

Based on the feedback, the chair modified the planning documents and templates. The documents were circulated to the APC Membership on April 3 for a final electronic approval by April 8. The approved planning documents and templates were submitted to the Senate on April 14, 2020, with the recommendation of the APC that the Senate endorse them as a process for ongoing academic planning. The Senate considered the APC Report and the motion to approve was tabled to allow for consultation and feedback from the broader university community. Consultation is ongoing and APC will bring back a modified proposal for Senate consideration.

Respectfully submitted,

Dale Keefe, Ph.D.
Provost and Vice-President Academic
Chair, Academic Planning Committee

**ADMISSIONS AND ACADEMIC STANDING (POLICY) COMMITTEE
ANNUAL REPORT TO SENATE 2019-20**

Meeting schedule:

- May 7, 2019
- November 19, 2019
- January 6, 2020
- March 4, 2020
- March 30, 2020
- May 20, 2020

Membership:

- Provost and Vice-President Academic (Chair): Dale Keefe
- Registrar: Mark Bishop
- Dean of Pure & Applied Science: Suzie Currie
- Dean of Arts: Laura Robinson
- Dean of Professional Studies (Acting): Ann Vibert
- Director of Open Acadia: Jeff Banks
- Arts Representative: Christian Thomas
- Professional Studies (Director): René Murphy
- Professional Studies Representative: Paul Lauzon
- Student VP Academic: Makenzie Jarvin
- Pure & Applied Science Representative: Anthony Tong
- Theology Representative: Matthew Walsh

Mandate:

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

2019-20 Update:

- 1. Math requirements as related to changes in provincial curricula**

Motion: Motion from the A&AS (Policy) Committee that the Senate approve the recommended changes to the Mathematics admission requirements.

Outcome: Approved by Senate February 10, 2020.

2. Transfer Credits

Motion: Motion that the following statement be added to the Academic Regulations and Policies section of the Academic Calendar under the 1st paragraph (page 40, Transfer Credits), "Transfer credit grades do not appear on the Acadia transcript nor factor into the Acadia grade point average (GPA). The course equivalency and credit value, as well as an assigned Pass (P) grade, do appear on the transcript."

Outcome: Approved by Senate February 10, 2020.

3. The "B" for D Rule

Motion: Proposed Policy Statement: "D" Grade Exception

In cases where a potential graduate from an undergraduate program earns a grade of D-, D, or D+ in their final academic year, and would be prevented from graduating based upon this sole grade, they will, at the discretion of their academic program Director or Dean, be permitted to graduate provided all other degree completion requirements have been met.

Outcome: Motion to the Senate meeting of April 13, 2020, to approve; Senate discussion resulted in the motion being withdrawn. Committee members are considering Senate feedback and will resubmit at a later date.

4. Grading System

Motion: The following wording be included in the Academic Calendar under Part V: Academic Regulations and Policies: Grading System:

"In cases where a faculty member uses a grading scheme out of 100 (%) to calculate the final letter grade, that information will be contained in the course syllabus and communicated to students."

Outcome: Motion to the Senate meeting of April 13, 2020, and approved May 6, 2020.

5. C- Minimum for Credit Transfer

Motion: The following statement be added to the Academic Calendar under Part V: Academic Regulations and Policies: Degree Requirements: Credit for Courses Taken Elsewhere

“A minimum grade of C- (or equivalent) is necessary for the transfer of credits.”

Outcome: Motion to the Senate meeting of April 13, 2020, and approved May 6, 2020.

6. Academic Standing Process

Motion: Academic Standing be assessed in the Spring for all students who have attempted 18 credit hours or more.

Outcome: Motion to the Senate meeting of April 13, 2020, and approved May 6, 2020.

Other issues identified that require further work for the Committee include:

- **Classroom Conduct**

A draft document was circulated among the committee members for discussion. Next step: consultation with the newly hired Equity Officer.

- **Diversity**

The Chair is drafting a document in consultation with the Equity and Diversity Committee as well as coordinating the consultation among other internal stakeholders and committees.

Respectfully submitted,

Dale Keefe, Ph.D.

Provost and Vice-President Academic

Chair, Admissions and Academic Standing (Policy) Committee

**ACADEMIC PROGRAM REVIEW COMMITTEE (APRC)
ANNUAL REPORT TO SENATE 2019-20**

Meeting schedule:

- September 30, 2019
- November 4, 2019
- November 28, 2019
- January 15, 2020
- Electronic consultations throughout the winter term

Membership:

- Provost and Vice-President Academic (Chair): Dale Keefe
- Registrar: Mark Bishop
- Arts: Patricia Rigg
- Professional Studies: Ann Dodge
- Pure and Applied Science: Peter Williams
- Governor: Jim Stanley
- Deans of academic unit under review:
 - Dean of Arts: Laura Robinson
 - Dean of Professional Studies: Ann Vibert
 - Dean of Pure and Applied Science: Suzie Currie

Mandate:

The Academic Program Review Committee's mandate is as follows:

- 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 the Senate on the basis of the findings of each unit review committee;
- To deal with such matters as the Senate may from time to time entrust to the committee.

Objective: To provide support for reviews scheduled for 2019-20

Outcome/Status – Program Reviews:

Politics

- Review date winter 2019 completed

- The Department carried out a self-study that was followed by an external review. The Academic Program Review Committee prepared a response to the recommendations, to which the Department also responded.

Motion: Motion that the Senate approve the Prioritized Recommendations of the APRC coming out of the Review of the Department of Politics.

Outcome: Motion to the Senate meeting of February 10, 2020, to approve; motion approved.

Chemistry review date winter 2019

- APRC recommendations to Senate pending.

Master of Education Program review date spring 2019

- Reviewers report received. Unit response pending.

History and Classics review date 2020/21

- Self-study draft received by Dean; list of potential reviewers received.

Social and Political Thought review date 2020/21

- Self-study received; list of potential reviewers received; review dates pending.

ESST review date winter 2020

- Reviewers report received. Unit response pending.

Open Acadia review date 2020/21

- Self-study pending.

Guideline updates: Reviewers Report should go to all committee members when received. Add 30-day deadline for Reviewers Report to be received in the Guidelines as well as the formal invitation to reviewers.

Completed reports filed digitally and paper copy at Archives.

Respectfully submitted,

Dale Keefe, Ph.D.

Provost and Vice-President Academic

Chair, Academic Program Review Committee

**BOARD OF OPEN ACADIA
ANNUAL REPORT TO SENATE 2019-20**

Meeting schedule:

The Board of Open Acadia met once during the 2019-20 academic year on October 30, 2019.

Membership:

- Provost and Vice-President Academic (Chair): Dale Keefe
- Vice-Provost: Scott Duguay
- Registrar: Mark Bishop
- Associate Vice-President Finance & Treasurer: Mary MacVicar
- Acting Director of Open Acadia: Jeff Banks
- Dean of Pure & Applied Science: Suzie Currie
- Dean of Arts: Laura Robinson
- Dean of Professional Studies: Ann Vibert
- ASU Science Senator, Student Representative: Nicole Kirkpatrick

Mandate:

The Acadia University Division of Open Acadia provides:

- Opportunities for lifelong learning and linking the University with the local and global community.
- Flexible course delivery for students through intersession, online and distance courses.
- Support to academic units for specialty program delivery (e.g. M.Ed.).
- Support for faculty in the use of learning technologies.
- An entry pathway for speakers of English as a second language through its English for Academic Purposes program.

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.

2019-20 Update:

The potential for Open Acadia to transition to a Teaching & Learning Centre was discussed. Of concern was the current responsibilities of Open Acadia and how a new Unit could be structured. It was pointed out that the Learning Technologies and Instructional Design (LTID) unit at Open Acadia was already delivering faculty workshops, and that further T&L support would be possible under the current structure. The possibility of either the Board of OA or the Faculty Support Committee (FSC) to oversee T&L functions was also discussed. This was to be further developed by senior admin and brought back to the Board of OA later in the spring. There was also some discussion about re-invigorating EAP for the

upcoming fall. Scott Duguay, Jeff Banks, Sharon Churchill, and Anthony Adey will work on this over the upcoming year.

Respectfully submitted,

Dale Keefe, Ph.D.
Provost and Vice-President Academic
Chair, Board of Open Acadia

**Senate Curriculum Committee (Policy)
Annual Report to Senate – May 2019**

Committee Members:

Mark Bishop	Registrar or Delegate (Non-voting) ex-officio
Paul Callaghan	Chair of Curriculum Committee (Administrative) ex-officio
Heather Dahringer	Arts
Daphne Flanagan/Jennifer Richard	University Librarian or Delegate ex-officio
Christopher Killacky	Theology
Peter Williams	Pure and Applied Science, chair
Mackenzie Jarvin	Student
Roxanne Seaman	Professional Studies

The committee met on:

7 October 2019
12 December 2019
17 January 2020

Principal items of business in 2019-20:

New Student Information system - New Student Information System is being implemented, which will allow lab requirements to be logged separately in the new system, which will then show on students' transcripts. Chair communicated with the Deans of Arts, Professional Studies and Science that this option was now available and that they should review/develop policies within units to deal with students who pass required lab, but fail course, or vice-versa.

30-character course title limit: There is presently a 30-character course title limit within the new system. Mark updated the numerous changes that were needed in the present system used at the Registrar's Office. That information will be shared with the Curriculum Committee (Administrative).

Degree options and variants – no progress was made on this issue and it will be top of the agenda for the coming year. The Committee had intended to take this matter up in the New Year but other items distracted us from this work.

% to letter grade mapping grade proposal from FPAS - This matter was referred to the Policy Committee from the Admin. Committee. There was robust discussion around the matter. Rather than suggest universal adoption by the broader University community, the Committee agreed to endorse the FPAS addition to their program description in the Calendar and refer the matter to the respective other Faculties for consideration. Senators are aware of the outcomes of those discussions at Senate.

Respectfully submitted,
Peter Williams, Chair

**Senate Research Committee Report
Annual Report (June 2020)**

Committee Membership for 2019/2020:

Dean of Research & Graduate Studies (RGS): Anna Redden ex-officio (Chair)

Arts Faculty: Anne Quema (Fall); Michael Dennis (Winter)

Professional Studies Faculty: John Colton

P&A Science Faculty: Mojtaba Kaviani

Theology Faculty: Spencer Boersma

Librarian: Maggie Neilson

Canada Research Chair: Mark Mallory

Centre/Institute Director: Danny Silver

Graduate Student: Rachael Clarke

Undergraduate Student: Kassandra Kelbratowski

Meetings of the Senate Research Committee were held on 6 November 2019 and on 7 January and 1 June 2020. Peter Ludlow (RGS Manager of Research Grants and Programs) was invited to all meetings to provide input on research programs. Activities during 2019/2020 included the following:

- Initial discussions on updating the 2015-2020 Strategic Research Plan (SRP), with reference to Acadia's new Strategic Plan 2020-2025, which highlights Research under its priority goals and objectives. A draft revised SRP will be prepared for the September/October 2020 meeting. Research Data Management (see below) and Knowledge Mobilization will be sections added to the revised SRP.
- Celebration and communication of research is an essential activity of the university, and efforts in this area need to grow. Towards this, activities included:
 - o A Faculty Research Gong Show, held on 3 October, with nine excellent presentations. The event planning was supported by the Institute for Data Analytics. A second Gong Show was planned for late March 2020 but was unfortunately cancelled due to Covid-19 closures.
 - o Acadia Student Research Conference, held in early February 2020, was led by the Acadia Graduate Student Society, with support from RGS and faculty judges and panelists, and contributions for prizes from numerous academic units on the campus.
 - o Research Spotlights on faculty, especially early career researchers. These will continue year-round and will be posted on the RGS website.
 - o Committee discussions on the need to expand social media communications on research successes have led to a collaboration with the Library on the use of Acadia Scholar (database

for scholarly works) to outwardly celebrate research scholarly outcomes (new books, articles, etc.) via social media. Faculty are encouraged to submit their works to Acadia Scholar on a regular basis via <https://scholar.acadiau.ca/> .

- Three Working Groups of the Committee were established in 2019 to focus on
 - 1) Research Data Management (RDM), as required under the Tri-Council funding agencies. A Canada-wide policy is currently in development. Acadia (led by Maggie Neilson) is preparing for a required institutional RDM plan that includes a data/scholarly works repository, Tri-Council requirements for compliance, REB considerations, communications, etc. A draft faculty survey for feedback is in development. This working group will be inviting faculty with relevant expertise to join in the development of Acadia's RDM plan, following the release of the national plan.
 - 2) Policies related to Centres and Institutes and Roles of Directors. The two existing policies have been merged and feedback has been provided by the Provost/VP Academic. An updated draft is under review by the Committee for consideration of the roles of Directors, guidelines for annual reporting, etc. A survey and follow-up meeting of the Directors of Research Centres and Institutes is planned for June/July.
 - 3) Research Mentorship. More formal research mentoring efforts and recognition of those efforts are needed campus-wide for both faculty (especially early career researchers) and Honours/graduate students. The role and potential joint activities of the Maple League of Universities are also being considered. Work will extend into 2020/2021. Consultation will include the Acadia Alumni Association for discussion on their recent Acadia Café initiative.

For meeting support and note-taking, the Committee thanks RGS Office Administrator, Donna Dillman, who joined RGS in mid-2019.

Submitted by

Anna Redden
Dean, Research & Graduate Studies
Chair, Senate Research Committee

**Senate Committee on Graduate Studies (SCGS)
Annual Report (June 2020)**

Committee members

Aylward, L. (Education; PhD program)	Barr, S. (Geology)
Blythe, S. (Theology)	Donnelly, G. (Community Development)
Mallory, M. (Biology)	Tong, A. (Chemistry)
Rudrum, S. (Sociology)	Mendivil, F. (Mathematics & Statistics)
MacKinnon, G. (Education, Fall; Corbett, M., Winter)	Mutlu, C. (Politics)
Quema, A. (English)	Price, L. (Psychology)
Redden, A. (Dean, RGS; ex-officio, Chair)	Spooner, I. (Applied Geomatics)
Trudel, A. (Computer Science)	Saklofske, J. (Social & Political Thought)
Callaghan, P. (Chair, Senate Curriculum Committee)	Clarke, R. (Student Rep - Science)
Whiston, R. (Student Rep - Arts)	Manoharan, M. (Student Rep - Theology)
Slade, L. (Student Rep - Prof. Studies)	

The Senate Committee on Graduate Studies (SCGS) met on 2 October and 6 November. As is the practice of the Committee, uncontentious curriculum items were dealt with by electronic communication. During 2019/2020, curriculum recommendations to Senate, via SCGS, came from Psychology, Geology, Political Science, English, Education.

Committee Business:

- Members of the SCGS sit on various award and scholarship adjudication sub-committees (N=9). These include SSHRC doctoral awards, NSERC doctoral awards, SSHRC/CIHR masters award, NSERC masters award, Nova Scotia Health Research Foundation Scotia Scholar Award, Nova Scotia Research & Innovation Scholarship awards, and Acadia Outstanding Masters Research awards (1 per Faculty).
- Graduate Student Guidelines and Graduate Teaching Award forms have been updated. Efforts to revise or establish new guidelines and policies are ongoing. Areas in need of attention for the summer and fall include but are not limited to the following: thesis review guidelines, student application review process, tracking and reporting on progress of part-time students, and thesis presentation style and delivery options.
- Acadia's new **Admissions Portal (Slate)**, was implemented and in place for Fall 2020. It has improved the application and review process immensely and has increased the efficiency and flexibility for Graduate Coordinators in tracking applications, documents received, etc.

The following new graduate program proposals were vetted by External Reviewers, reviewed and approved by both the SCGS and Acadia's Senate, and are now in MPHEC review:

1. **Master of Environmental Science.** This program will fulfill existing and future needs of students pursuing interdisciplinary graduate studies in environmental science.

2. **Master of Professional Kinesiology (MPK).** This new program is intended to meet regional and national needs and has three streams: Exercise Professional, Coach Professional, and Applied Research (thesis-based).
- Several SGSC members and other faculty members attended and served as guest judges and panel members at the Annual Student Research Conference, held during 2 days in early February. It was organized by the Acadia Graduate Students (AGS), with support from RGS, ASU and other units on campus. This event, and awards for oral presentations and posters, served to strengthen and celebrate graduate and undergraduate student research.
 - The **Acadia Outstanding Masters Research Awards**, established in 2018/2019, were received by the following students in May 2020: Sarah Dunn, MSc in Geology (Faculty of Pure and Applied Science), Katerina Hirschfeld, MA in English (Faculty of Arts), and Chaiti Seth, Master in Community Development (Faculty of Professional Studies).

During 2019-20, numerous faculty served in the role of Chair at one or more Masters and/or PhD thesis defenses, and I would like to take this opportunity to thank them all for their time and efforts, and leadership in supporting the research experiences of graduate students at Acadia. In addition, the Acadia Divinity College (ADC) generously provided both access and technical support for many thesis defences held via one of the ADC Zoom Rooms during March and April.

A breakdown of the number of students who completed their graduate degree requirements (thesis only students, N=39), since May 2019, are as follows:

- Faculty of Arts = 14
- Faculty of Science = 22
- Faculty of Professional Studies = 3 (including 1 PhD)

Much appreciation is extended to Acadia's Graduate Studies Officer, Theresa Starratt, for her Committee support, work with Acadia's 14 graduate coordinators, and for endless efforts in both Graduate Studies Office administration and training/preparation for online graduate student admissions (SLATE) and registration (Colleague).

Respectfully submitted,

Anna Redden
Dean, Research & Graduate Studies
Chair, Senate Committee on Graduate Studies

**Senate Executive Committee Report to Senate
June 10, 2020**

The Senate Executive Committee met on the following dates since last June's Senate meeting:

- June 25, 2019
- September 25, 2019
- November 27, 2019
- January 22, 2020
- May 19, 2020

The work completed or ongoing by the Senate Executive during this period includes the following items:

- Selected Senate meeting dates for 2019-2020
- Selected Senate Executive meeting dates for 2019-2020
- Input into Senate meeting agendas
- Met with Faculty Council Chair to discuss Faculty Council
- Discussed Mission of Board of Open Acadia
- Implemented Land Acknowledgement Statement for use on Senate Executive meeting and Senate meeting agendas
- Developed guidelines for Written Announcements for Senate
- Developed proposal for inclusion of a Mi'kmaw Lay Person on Senate
- Communication with other Senate Committees, as required
- Discussed solutions to improve accessibility at Senate meetings
- Discussed role of Senate in planning of Fall 2020 and developed three motions to bring to Senate at its Special Senate Meeting on June 1st, 2020
- Discussion of other topics, as required

2019-2020 Membership of Senate Executive:

Anna Kieft, Chair of Senate
Barb Anderson, Deputy Chair of Senate
Peter Ricketts, President
Dale Keefe, Provost and Vice-President Academic
Laura Robinson, Dean of Arts
Suzie Currie, Dean of Science
Ann Vibert, Interim Dean of Professional Studies
Anna Redden, Dean of Research and Graduate Studies

Daphne Flanagan / Jennifer Richard, Interim University Librarian
Mark Bishop, Registrar
Anna Robbins, Dean of Theology and President of Acadia College of Divinity
Mackenzie Jarvin / Lydia Houck, ASU Vice-President Academic and External
Christianne Rushton, Senate representative
Donna Seamone, Senate representative
Michael Robertson, Senate representative

Respectfully submitted,
Anna Kiefte
Chair, Senate and Senate Executive

**Admissions and Academic Standing (Appeals) Committee
Report to Acadia University Senate, Part 1 (2019-2020)
June 10th, 2020**

Since the last committee's report to Senate, the Admissions and Academic Standing (Appeals) Committee met on April 23rd to discuss the appeal process for 2019-2020. For the 2019-2020 academic year only, a revised process was recommended to Senate and subsequently passed by Senate at its May meeting. Students on probation may appeal their probation academic standing in the established way, but students on dismissal may instead complete a Declaration of Intent to Return to Studies process for this year only rather than complete a full appeal process. Other work was also carried out electronically when necessary. A more detailed report will be submitted to Senate in the fall, once the bulk of the committee's work is completed over the summer.

The committee for 2019-2020 was:

Chair (Chair of Senate): Anna Kiefte — ex-officio

Registrar or Delegate (non voting): Mark Bishop — ex-officio

Executive Director of Student Services or Delegate (non voting): James Sanford — ex-officio

1 Arts faculty member: Michael Dennis (until March 2020), *vacant* (as of March 2020)

1 Arts faculty member: James Sedgewick

1 Prof. St. faculty member: Harish Kapoor

1 Prof. St. faculty member: Jason Holt

1 P&A Sc. faculty member: John Murimboh

1 P&A Sc. faculty member: Cindy Trudel

1 Theology faculty member: Anna Robbins

1 Student: Mackenzie Jarvin (until April 2020), Lydia Houck (as of May 2020)

Others invited to attend, non-voting:

Shawna Singleton, Associate Registrar

Respectfully submitted,

Anna Kiefte

Chair

Faculty Support Committee
Report to Senate
June 2020

Committee Members 2019-2020:

- 1 VP Academic (or designate) – Jeff Banks (designate) - **Chair**
- 1 Association of Atlantic Universities CCFD rep - Darcy Benoit
- 1 Coordinator of Academic Technologies - Duane Currie/Shelly Vaughan*
- 1 Arts – Jamie Sedgewick – **Secretary**
- 1 Prof. St. - Gabrielle Donnelly
- 1 P & A Sc. - Eva Curry
- 1 Theology - Vacant
- 1 Librarian/Archivist – Wendy Robicheau
- 1 Student – Cassidy Churchill

*The position of Coordinator of Academic Technologies no longer exists (Duane Currie was the last person in that position). The duties of the former Academic Technologies Unit are now housed in Open Acadia. Shelly Vaughan is the Manager of Learning Technologies and Instructional Design at Open Acadia.

The duties of the Committee 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

The Committee met 3 times in person in the 2019/20 Academic Year and also carried out online discussions and motions.

In the October 8th meeting the committee elected a Chair (Jeff Banks) and a Secretary (Jamie Sedgewick). The terms of reference were discussed. It was noted that while part of the duties of the committee is to aid in the selection processes for the submission of Acadia faculty for

internal and external teaching awards, the committee has never been consulted or involved with this duty. The committee agreed that the need to set up a structure for this duty would be part of this year's work.

The next meeting was December 5th, but there was not a quorum. The difficulty in finding a suitable meeting time was discussed and it was decided that in order to get some work done electronic motions/voting would be needed. Criteria to distribute funds for the 2019/20 Teaching Innovation Fund were also discussed. The discussion was continued electronically and in early January a there was unanimous decision to fund faculty to attend the Educational Developers Caucus Annual Conference in Halifax (Feb . 19-21). This turned out to be very popular and 22 faculty applied and were funded to attend the conference.

The committee met again in person on Jan. 27th. The numerous T&L activities that have been occurring on campus were discussed (GIfT workshops, Maple League seminar/workshop, etc.) as well as the workshops that have been developed and delivered through Open Acadia over the past few years. The consensus was that there are numerous T&L activities that happen on campus and it was hoped that the establishment of a formal T&L Centre as outlined in the Strategic Plan would come to fruition soon. This Centre would aid in better and more strategic coordination of T&L activities on campus.

Subcommittees were struck to work on: i) development of a process and criteria for future awards funded from The Teaching Innovation Fund; ii) development of a survey to inform Open Acadia as to the needs and desires of faculty for future workshops delivered by the Learning Technologies and Instructional Design (LTID) unit; iii) development of a structure to identify and support faculty for external Teaching Awards (i.e. AAU and 3M).

As with many things the work of the committee was disrupted in March by the pandemic. The Chair will reach out to committee members once fall planning has been better developed.

Submitted by Jeff Banks
Chair, Faculty Support Committee

**Equity, Diversity and Inclusion Committee
Annual Report to Senate – June 2020**

Committee Members:

Dale Keefe	Provost and Vice-President or Vice-Provost
Andrea MacNevin	Outgoing Campus Equity Officer
Polly Leonard	Incoming Campus Equity Officer
Zabrina Whitman	Coord. of Indigenous Affairs & Student Advising
Carissa Campbell	Director of the International Student Centre
Paulo Santana	Black Student Employment and Cultural Navigator
Soyini Edwards	Black Students' Association President
Leah Creaser	Indigenous Student Society of Acadia President
Haneesha Relwani	International Student Society President
Jennie Rand	Member of Faculty of Pure & Applied Science
Kelly Dye	Member of Faculty of Professional Studies (Co-chair)
Donna Seamone	Member of Faculty of Arts (Co-chair)
John McNally	Member of Faculty of Theology
Soyini Edwards	ASU Diversity and Inclusion Representative
Tomi McCarthy	Women's Centre Coordinator
Hannah Arsenault-Gallant	Student disability representative
Michaela Okumura	Women's Centre coordinator
Aynslee Kyte	Meeting Minute Recorder, Executive Assistant to the Provost and VPA

Committee Meeting Dates:

November 4, 2019
January 10, 2020
January 24, 2020
February 14, 2020
March 6, 2020
May 7, 2020

Sub Committee Meeting Dates:

November 18, 2019
November 25, 2019
December 9, 2019

Next Meeting Date:

June 16, 2020

Principal Items of Business 2019-2020:

- Dale Keefe, Provost & Vice-President Academic, called for a meeting of the committee in late September, 2019. At the first meeting, the duties of the committee, as established by the Acadia University Senate, were reviewed. Donna Seamone and Kelly Dye agreed to be Co-Chairs.
- The committee was tasked with addressing the 35 recommendations outlined in the Ad-Hoc Diversity and Inclusion Committee's final report.
- A sub-committee was struck to do a preliminary prioritization of the 35 recommendations and to suggest a timeline for each. The subcommittee consisted of Donna Seamone (Co-Chair), Kelly Dye (Co-Chair), Dale Keefe, and Soyini Edwards.
- The Sub-Committee distributed the list of recommendations to all EDI Committee members and asked for feedback and prioritization. The Sub-Committee reviewed the feedback, and based on their findings, created a proposed list of identified priority items and timelines for implementation.
- All subsequent meetings of the EDI committee were used to discuss and prioritize recommendations, suggest short-term and long-term actions, and to identify partners on campus who might best take up each recommendation. In some cases, recommendations will be referred to relevant groups on campus. In other cases, the EDI committee will strike sub-committees to address specific actions.
- Fourteen recommendations were added to address gaps in the original report. These were brought forward by Paulo Santana, Carissa Campbell, and Andrea MacNevin.
- The work of the committee is ongoing, and we will submit a full report related to the content of our work when it is completed.

Respectfully submitted,

Kelly Dye (Co-Chair)

Donna Seamone (Co-Chair)