



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 meeting of the Senate of Acadia University will occur from 9:00 a.m. – 12:00 p.m. on Wednesday, June 19th, 2024. This will be a hybrid meeting and will take place in person in the Langley Classroom of the Divinity College and online using Zoom.

The agenda follows:

1) Approval of Agenda

2) New Business (Part 1)

- a) Acadia Divinity College Motions: (1) Motion to dissolve the 1990 MOU with Christ International Divinity College (CINDICO) of Erinmo Ilesa, Osun State, Nigeria, providing a period of three years for currently registered students to graduate, concluding at the Acadia Spring graduation of 2027. (2) Motion to dissolve the 1994 MOU with Universal Gospel Divinity College (UNIDICO) of Ile-Ifé, Osun State, Nigeria, offering a period of three years for currently registered students to graduate, concluding at the Acadia Spring graduation of 2027, subject to acceptance by the UNIDICO leadership by July 1, 2024. In the event that the UNIDICO leadership does not accept this offer, the affiliation will end with immediate effect. (*D. Zacharias*) ([attached, pages 4-5](#))

3) Consent Calendar Items

a) Announcements and Communications

- i. Chair (*A. Kieft*)
- ii. President and Vice-Chancellor (*J. Hennessy*) – *No report (regrets sent for meeting)*
- iii. Vice-President Academic (*K. Ashley*) – *Verbal announcements will be provided at meeting*
- iv. Associate Vice-President Research, Innovation, and Graduate Studies (*S. Currie*) ([attached, pages 6-8](#))
- v. Vice-President Student Experience (*S. Duguay*) ([attached, pages 9-15](#))
- vi. Acadia Students' Union (*S. Taylor*) ([attached, page 15](#))
- vii. Acadia Divinity College and Faculty of Theology (*A. Robbins*) ([attached, page 16](#))
- viii. Other announcements
 - a. Senate Meeting Dates 2024-2025 ([attached, page 17](#))

b) Year-End Reports from Senate Subcommittees

- i. Academic Discipline Appeals Committee (Ad Hoc) – *Did not need to meet this year*
- ii. Academic Integrity Committee – *Did not meet this year*
- iii. Academic Planning Committee (APC) (*K. Ashley*) ([attached, pages 18-19](#))

- iv. Academic Program Review Committee (*K. Ashley*) – *Report received May 2024*
- v. Admissions and Academic Standing (Appeals) Committee (*A. Kieft*) – *First appeals deadline was June 14- appeals will be adjudicated this spring/summer and the report will be provided at the September meeting*
- vi. Admissions and Academic Standing (Policy) Committee (*K. Ashley*) – *No report*
- vii. Archives Committee (*C. Purdome*) ([attached, pages 20-38](#))
- viii. Awards Committee (*J. Hennessy*) – *No report- Nominations for Professors Emeriti and Honorary Doctorates brought to Senate in March*
- ix. Board of Open Acadia Committee (*K. Ashley*) – *Report received May 2024*
- x. By-Laws Committee (*M. Robertson*) ([attached, page 39](#))
- xi. Community Engagement Committee (Ad Hoc) – *Has not met in several years*
- xii. Course & Teaching Effectiveness Committee (Ad Hoc) – *Did not meet this year*
- xiii. Curriculum Committee (Administrative) (*A. Walker*) ([attached, page 40](#))
- xiv. Curriculum Committee (Policy) (*R. Seaman*) ([attached, page 41](#))
- xv. Disability Committee (Policy) (*K. Brenton*) ([attached, page 42](#))
- xvi. Equity, Diversity and Inclusion Committee – *Did not meet this year*
- xvii. Executive Committee (*A. Kieft*) ([attached, pages 43-44](#))
- xviii. Faculty Council (*P. Doerr*) – *Met on May 7- Agenda and Minutes provided to Faculty Council members*
- xix. Faculty Support Committee (*L. Finnis*) ([attached, pages 45-49](#))
- xx. Graduate Studies Committee (*S. Currie*) ([attached, pages 50-52](#))
- xxi. Honours Committee (*A. Davis*) ([attached, page 53](#))
- xxii. Interdisciplinary Program Committee (Ad Hoc) – *Has not met in several years*
- xxiii. Microcredentials Committee (Ad Hoc) (*J. Sachs*) ([attached, pages 54-55](#))
- xxiv. Nominating Committee (*P. Doerr*) ([attached, page 56](#))
- xxv. Nursing Program Steering Committee (Ad Hoc) (*C. Haigh*) ([attached, pages 57-59](#))
- xxvi. Research Committee (*S. Currie*) ([attached, page 60](#))
- xxvii. Research Ethics Board (*S. Jones*) ([attached, page 61](#))
- xxviii. Scholarships, Prizes And Awards Committee (SPAC) (*S. Landry*) ([attached, pages 62-64](#))
- xxix. Timetable, Instruction Hours, and Examination Committee (*H. Chipman*) ([attached, pages 65-66](#))

4) Old Business

- a) Senate By-Laws Committee Motions: (1) Motion to remove the Chair of the Senate Curriculum Committee from the Graduate Studies Committee. (2) Motion to add the Graduate Studies Officer as a non-voting member of the Graduate Studies Committee. (3) Motion to replace the Provost and Vice-President Academic (or designate) with the Vice Provost Teaching and Learning Excellence on the Faculty Support Committee. (4) Motion to replace “The Archivist” and “The Deputy Archivist” with “Two Archivists” on the Archives Committee. (5) Motion to add the Academic Program Development, Quality Assurance, and Planning Coordinator to the Academic Program Review Committee as a non-voting member. (*M. Robertson*)
- b) Senate Graduate Studies Committee Motion: Motion to approve the Graduate Studies amended student completion policy and progress form. (Original Motion brought before Senate on May 8, 2024: Report on Part-time Graduate Students Degree Progress and associated student completion policy) (*S. Currie*) ([attached, pages 67-69](#))

5) New Business (Part 2)

- a) Senate By-Laws Committee Notice of Motion: Motion to add up to three non-continuing faculty members to Senate as voting members. These Senators, who shall serve for one-year terms and shall receive a stipend for their service from the Board of Governors, shall be drawn from amongst the Faculties of Arts, Pure and Applied Science, and Professional Studies, and shall be nominated by the Senate Nominating Committee and confirmed by Senate. To be eligible, a faculty member must hold a part-time, Contractually Limited Term, Lecteur/Lectrice, or Pädagogischen Austauschdienste position at the time of their appointment to Senate (*M. Robertson*)
- b) Senate Curriculum Committee (Policy) Motion: Motion to modify the section entitled “Minors” in PART V: ACADEMIC REGULATIONS AND POLICIES of the 2025-2026 Academic Calendar. (*R. Seaman*) ([attached, page 70](#))
- c) Senate Graduate Studies Committee Motion: Motion to approve the amended Graduate Program Entrance Requirements (*S. Currie*) ([attached, page 71](#))
- d) Senate Graduate Studies Committee Motion: Motion to approve the amended Offer of Admission (*S. Currie*) ([attached, page 72](#))
- e) Senate Graduate Studies Committee Motion: Motion to approve the Graduate Application Retention Policies (*S. Currie*) ([attached, page 73](#))
- f) Senate Graduate Studies Committee Motion: Motion to approve the Modification to a Program: Master of Computer Science (with co-operative education option) (*S. Currie*) ([attached, pages 74-80](#))
- g) Senate ad hoc Nursing Program Steering Committee Motions: (1) Motion that the Senate ad hoc Nursing Program Steering Committee continue as an ad hoc committee until Acadia has a stand-alone Nursing program. (2) Motion that once the Director of the School of Nursing is on site, they be added to the Senate ad hoc Nursing Program Steering Committee as a voting member. (*C. Haigh*)
- h) Motion: That the Registrar’s Office shall report to Senate on the matter of student academic integrity. In particular, the Registrar shall report on the number of reported violations of Acadia’s student academic integrity policy during the 2023-2024 academic year, the nature of the violations, the percentage of violations that were committed by individuals found to have violated the policy in the past, and any disciplinary action taken against them (*J. Sachs and K. Pinder*)
- i) Motion: That the Academic Integrity Committee shall implement an anonymous survey of faculty on matters of academic integrity. In particular, the survey shall ask whether faculty have ever suspected a student of violating Acadia’s academic integrity policy, and if so: (a) on how many occasions; (b) did the faculty member follow the policy and why/why not; and (c) where the faculty member concluded that the violation occurred, how the matter was resolved (*J. Sachs and K. Pinder*)

6) Question Period – President/Vice-President Academic

7) Other Business

8) Adjournment

Sincerely,

ORIGINAL SIGNED

J. Peckham, Recording Secretary of Senate and University Secretary



Affiliated Colleges in Nigeria

Approved by the ADC Senate

1. Regarding **Christ International Divinity College (CINDICO)** MOU Dissolution

Preamble: CINDICO has been an affiliated college with Acadia University since 1990, a relationship that has been stewarded by the Faculty of Theology on behalf of the University.

The stewarding of this partnership by the Faculty of Theology has become increasingly challenging over the past number of years. Communication has been difficult, and there is no capacity amongst the Divinity College faculty to invest the necessary time for the partnership. At the same time, CINDICO has established itself and built partnerships with other colleges in Nigeria.

ADC is keen to conclude this relationship well and in a way that honours the work of the current CINDICO students in the programs who were expecting Acadia degrees. The proposed dissolution of the partnership has been discussed with the Vice-President Academic and the Registrar of Acadia University. The motion would allow the currently registered CINDICO students (the list of names has already been submitted by CINDICO) to complete their programs, submitting to graduate until spring convocation of 2027.

MOTION: To dissolve the 1990 MOU with Christ International Divinity College (CINDICO) of Erinmo Ilesa, Osun State, Nigeria, providing a period of three years for currently registered students to graduate, concluding at the Acadia Spring graduation of 2027.

2. Regarding **Universal Gospel Divinity College (UNIDICO)** MOU Dissolution

Preamble: UNIDICO has been an affiliated college with Acadia University since 1994, a relationship that has been stewarded by the Faculty of Theology on behalf of the University.

The stewarding of this partnership by the Faculty of Theology has become increasingly challenging over the past number of years. Communication has been difficult, and there is no capacity amongst the Divinity College faculty to invest the necessary time for the partnership.

ADC is keen to conclude this relationship well and in a way that honours the work of the current UNIDICO students in the programs who were expecting Acadia degrees. The proposed dissolution of the partnership has been discussed with the Vice-President Academic and the Registrar of Acadia University. The motion would allow the currently registered UNIDICO students to complete their programs, submitting to graduate until spring convocation of 2027. This offer will be subject to UNIDICO providing a complete list of registered students by July 1, 2024.

MOTION: To dissolve the 1994 MOU with Universal Gospel Divinity College (UNIDICO) of Ile-Ifé, Osun State, Nigeria, offering a period of three years for currently registered students to graduate, concluding at the Acadia Spring graduation of 2027, subject to acceptance by the UNIDICO leadership by July 1, 2024. In the event that the UNIDICO leadership does not accept this offer, the affiliation will end with immediate effect.

Announcements

PRESIDENT AND VICE-CHANCELLOR REPORT TO SENATE – JUNE 2024

No announcements. President will not be present at meeting (regrets received).

VICE-PRESIDENT ACADEMIC REPORT TO SENATE – JUNE 2024

No announcements received as of June 18, 2024. Verbal announcements will be provided at meeting.

ASSOCIATE VICE-PRESIDENT RESEARCH, INNOVATION AND GRADUATE STUDIES REPORT TO SENATE – JUNE 2024

STRATEGIC RESEARCH PLAN RENEWAL

We are advancing Acadia's Strategic Research Plan (SRP) renewal. We have received constructive feedback from the campus community and have in person and virtual consultations scheduled for the end of June (26 and 27th, respectively). The SRP Working Group will be sharing a high-level draft SRP with the community prior to these consultations. The SRP Working Group has representation from the Senate Research Committee, each faculty, the Library, Centres and Institutes and students. The plan is to present a draft SRP to Senate in Fall 2024.

AWARDS

Congratulations to **Dr. Sandra Barr** (Earth and Environmental Science, Professor *Emerita*) for receiving the Logan Medal, one of Canada's highest honours in the field of geology!

EXTERNAL GRANTS TO FACULTY

Lakehead University – Transfer of Funds Agreement

- **Dr. Nandini Thiyagarajan** (English) received **\$6,975** in funding for her collaboration with Dr. Cheryl Lousley on their project entitled: *Racialized Ecologies in and Beyond Settler-Colonial Canada: Documentary, Speculative, and Poetic Texts and Contexts (2024)*.

McGill University – Transfer of Funds Agreement

- **Dr. Darlene Brodeur** (Psychology) received an additional **\$12,037** in collaboration with Dr. Jacob A Burack from McGill for their on-going project entitled: *Utilitarian Processing: A New Strengths-Based Approach to Examining Unique Ways that Autistic Persons Understand the World in Which They Live*.

Queen's University – Transfer of Funds Agreement

- **Dr. Emily Bremer** (Kinesiology) received **\$4,800** in funding as co-investigator on a SSHRC grant with Dr. Amy Latimer-Cheung on their project entitled: *Canadian Disability Participation Project 2.0*.

Dalhousie University – Transfer of Funds Agreement

- **Dr. Ying Zhang** (Mathematics & Statistics) received **\$11,000** in funding for her collaboration with Dr. Chiranjeev Sanya on their project entitled: *The impact of Controlled Drugs and Substances Act exemption for pharmacists on opioid prescribing during COVID-19 pandemic in Nova Scotia, Canada.*

University of Victoria/SSHRC – Transfer of Funds Agreement (Amendment)

- **Dr. Jon Saklofske** (English & Theatre) received an additional \$5,113 for his collaborative contributions to an ongoing SSHRC Large Partnership project entitled: *Implementing open scholarship: foundations for social engagement at scale.*

Western University – Transfer of Funds Agreement

- **Dr. Stéphanie Gauvin** (Psychology) received **\$9,958** in funding for her collaboration with Dr. John Sakaluk on the project entitled: *Strategizing for Syntheses: A Knowledge User Panel to Inform Cumulative, Dynamic, Accessible (CDA) Syntheses of Psychological Interventions for Sexual Dysfunction.*

RESEARCH & SERVICE AGREEMENTS

Pictou Landing First Nation – Summer Student Employment Agreement

- **Dr. Zoe Panchen** (Biology) has a research agreement with the Pictou Landing First Nation (PLFN) under the Summer Student Employment Program (SSEP) to enable Acadia student, Savanna Francis, work in her lab for 16 weeks this summer.

Nova Scotia Fisheries and Aquaculture – Contribution Agreement(s)

- **Dr. Michael Stokesbury** (Biology) received **\$18,000** in provincial funding for two projects (\$9,000 each) entitled: *Assessing the Habitat of Lake Whitefish in Narrow Lake* and *Identifying Lake Trout Genetic Ancestry and Oxy-thermal Habitat in Dollar Lake and Big Indian Lake.*

Canadian Museums Association – Young Canada Works in Heritage Organizations - Services Agreement

- **Alain Belliveau** (K.C. Irving Environmental Science Centre and Harriet Irving Botanical Gardens) received **\$9,583** in funding to support a *Herbarium Assistant* student position for the summer.

MITACS AWARDS TO SUPPORT RESEARCH INTERNS

Brendan MacNeil, Manager, Launchbox & Founder, Hermetick Trading Technologies Inc., was awarded **\$4248** from Mitacs under the Entrepreneur International program to cover travel costs to Austin, TX to attend the Capital Factory UGP, LLP conference.

OTHER AWARDS/RESEARCH FUNDING

National Research Council – Industrial Research Assistance Program (NRC-IRAP) Projects - \$10,000

- **Dr. Allison Walker** (Biology) was awarded **\$5,000** to collaborate with Newfoundland company Mycodev Group Inc. for the project entitled: *Determining commercially viable species of filamentous fungus for scaling up consideration.*

- **Kendra Sampson, MSc. And Dr. Allison Walker** (Biology) were awarded **\$5,000** to collaborate with CB Wetlands & Environmental Specialists for the project entitled: *Germination and out planting testing of keystone wetland species Sporobolus alterniflorus*.

Acadia Laboratory for Agri-food & Beverage (ALAB) - Update

During April and May 2024, ALAB conducted analytical testing for 31 clients in the Atlantic region (**\$6,703**). These tests are in addition to testing conducted under an annual \$200,000/yr Service Agreement with the Nova Scotia Liquor Corporation (NSLC).

OTHER EVENTS & ACTIVITIES

New Manager, Launchbox – Kirstin Lawrence

We are pleased to announce that Kirstin Lawrence recently assumed her new role as Manager, Launchbox. Kirstin replaced Brendan MacNeil, who plans to work full-time on his start-up company, Hermetik Technologies, Inc. Kirstin is a recent Acadia Business School graduate, who was President of Enactus and recipient of the prestigious Frank H. Sobey Awards for Excellence in Business Studies. Welcome Kirstin!

RESEARCH FUNDING PROGRAMS – UPCOMING APPLICATION INTERNAL SUBMISSION DATES

Internal

- Harrison McCain Foundation Grants – Closed for 2024
- SSHRC Institutional Grants (SIG) - 2024 (TBA)
- Summer undergraduate student research awards (HSRA, USRA, Donor) – Closed for 2024

External

- [SSHRC Insight Grants](#) – September 24
- [SSHRC Connection Grants](#) – October 30, January 29, April 29, July 30
- [SSHRC Partnership Development Grants](#) - November 8
- [SSHRC Partnership Engage Grants](#) - June 13, September 13, December 13, March 13
- [NSERC Research Tools and Instruments](#) - October 18
- [NSERC Discovery Grant](#) - October 25
- [NSERC Alliance \(partnership\) Grants](#) – Open Call
- [Canadian Foundation for Innovation \(CFI-JELF\)](#) - October 8, February 8, June 8
- [NS Habitat Conservation Fund](#) - October 13
- [MITACS](#) (student and post-doc internships; various programs) – Open
- [Research NS](#) – “Intentional” Research Funding - Open Call (contact RIGS for additional information)

This is my last Senate meeting as AVP RIGS. It has been an honour and a privilege to serve Acadia in this exciting and creative role, and to represent the Office at Senate. Thank you!

Respectfully submitted, Dr. Suzie Currie (she/her/hers)

Associate VP Research, Innovation & Graduate Studies (*interim*)

VICE-PRESIDENT STUDENT EXPERIENCE REPORT TO SENATE – JUNE 2024

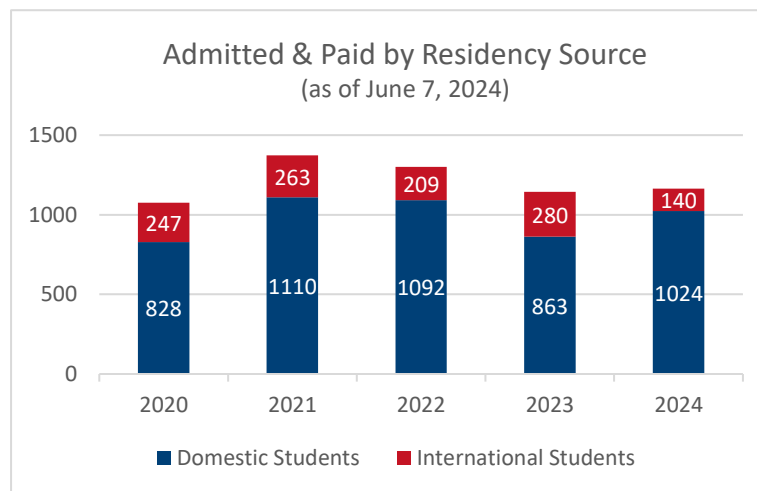
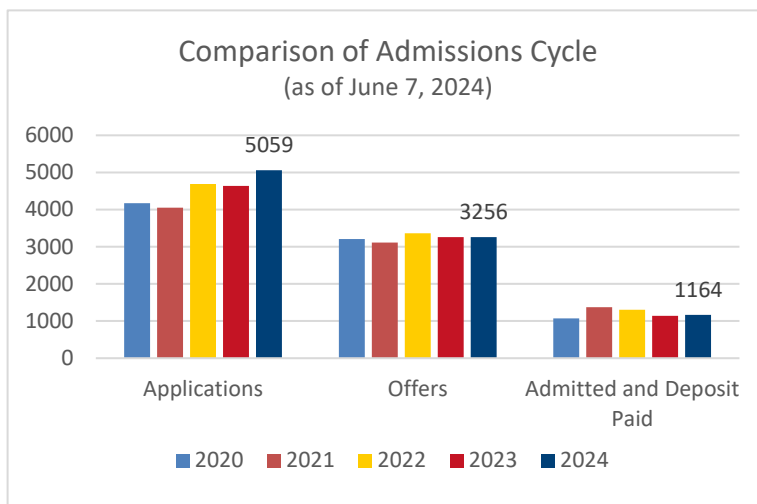
Enrolment Statistics

The enrolment plan calls for slightly increasing domestic enrolment and increasing international enrolment to 20% of overall enrolment, the combination of which will bring enrolment to 4,000 students a year.

Total Applications

The number of new student applications received by this point in the recruitment cycle is the highest it has been in recent years. At 5,059 applications so far for Fall 2024, Acadia has 9.17% more applications (including nursing) over the same time last year.

However, Admitted and Paid students are only up by 21 students overall. Domestic admitted and paid students are up by 161, or 18.65%. However, international students in this category are down by 140 – half of the number at this same point last year. The mid-cycle Federal international policy changes have had a very negative impact. The international recruitment team continues all efforts to close this gap, including extending application deadlines and offering guaranteed housing.



Admissions Updates

This year marked the first recruitment cycle for Nursing. Admissions targets for the nursing program have been met for Fall 2024 intakes:

- LPN Bridging (typically 2 years): 13 students
- Advanced Standing (2-year, 6 semester): 13 students
- Direct-Entry (3-year, 8 semester): 46 students

International applications are still being received and Provincial Attestation Letters (PAL) are being issued as soon as a student pays their admissions deposit, which was increased to \$5,000 because of the new Federal regulations that limit the number of PALs we can offer students each recruitment cycle.

Residence Bookings for Fall 2024

The residence room selection period ended on May 27, 2024, with 1,245 students (both new and returning) having booked rooms for the Fall 2024 term. As a matter of comparison, 1,157 students booked rooms by the completion of the same period in 2023, representing a year-over-year increase of 7.6%, which is very good considering the challenges we face in international recruitment.

Open room selection will commence on June 1 and students will continue to book through the start of the Fall term.

Scholarship Offers

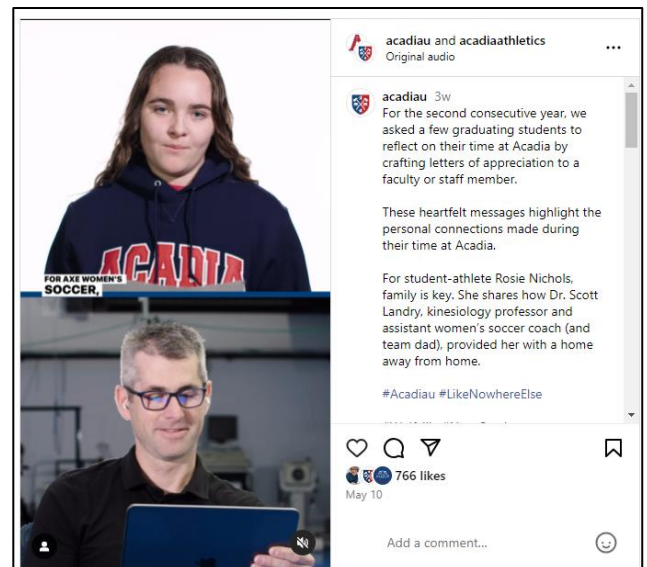
As of June 10, 2024, Acadia counts 780 prospective students who have accepted with scholarship prizes. This is 5.8% higher than where we finished the summer with last year. We will continue to see a few students apply and accept offers over the coming weeks and months.

INITIATIVES AND STRATEGIES HIGHLIGHTS

Student Thank You Letters for Faculty & Staff

In conjunction with Convocation – a time of celebration and reflection – [five graduating students wrote a thank you letter to a faculty or staff member](#), talking about the profound impact those community members had on them during their time at Acadia.

The first video with [Dr. Scott Landry and Rosie Nichols](#) (Axewoman student-athlete), organically reached 10,500+ accounts on IG (62.3% of these accounts being non-followers), aiding in brand awareness, and generating 22,700+ plays and 45 wonderful and heartfelt comments about Acadia and Dr. Landry. This one is worth the view – grab some Kleenex! Open letters continue to be released on socials throughout the upcoming weeks but can be viewed in a [summary article here](#). Videos were all coordinated and produced by the Marketing & Communications Team.



Update on One-Stop Shop

Due to budget constraints, the full implementation of a physical and online one-stop shop has been placed on hold until next year. To maintain momentum for the project, several elements recommended by the project consultant, Nous, will be actioned over the next few months. These primarily relate to the digital aspects of the project and involve streamlining the user experience for students when accessing self-service options online. The Student Experience Team is engaged with Technology Services to implement important changes to make navigation easier for the student population. Staff will also develop a service catalogue for students and a suite of knowledge base articles for university employees related to student inquiries. This will ensure all front-line offices are providing consistent and accurate support and referrals.

Data Management Plan

Work continues on the creation of a data management plan and a series of information dashboards using Microsoft

Power BI. The data feeding these dashboards falls into two categories: 1) recruitment & admissions data and 2) current student data. As previously reported, the data for the recruitment & admissions dashboard series has been established and is updating from the admissions CRM database, Slate. Technology Services has provided prototypes of current student data and these datasets continue to be refined so that a final series of dashboards can be prepared.

Technology Services is also working with Student Experience Staff to improve the automated data transfer that takes place between the university's student information system (Colleague) and the admissions CRM (Slate). This will improve our understanding of the outcomes of our recruitment efforts and help identify prospective students who may need additional outreach to finalize their registration.

Student Recruitment Activities - Canada

The domestic student recruitment team has been busy over the last few months to ensure conversion of applicants to admit & paid status. A few highlights of their activities include:

- The Team hosted two Live Q&A Webinars which 80 students attended. They were recorded and distributed to students upon request.
- Hosted a Live Residence Life Q&A Webinar that was attended by 43 students and the recording was posted to the Acadia YouTube channel.
- Evening coffee appointments (through Teams) were promoted throughout April.
- The Team is offering 1-1 Teams meetings with students to assist with course registration on March 27 and 28. This has been advertised through email newsletters.
- Since April 1, 39 individual prospective students have been welcomed on campus for campus tours, and 262 prospective students attended for group tours. A group from the Langley Fine Arts School in British Columbia attended for a group tour. The school's music teacher is an Acadia graduate and wanted to show Acadia to his students while in the area.



- Enrolment Advisors completed a conversion calling campaign to approximately 1,250 offered students with scholarships. Outstanding offers decreased from 1,207 to 836 –a combination of admits, declines, and deferrals.
- Welcome to our new Enrolment Advisor for Prince Edward Island, New Brunswick and Newfoundland & Labrador, Keiko Barnard!

Student Recruitment Activities – International

The Acadia International Recruitment Team remains busy working with agents, schools, and individual students. Since the end of March when Nova Scotia began issuing PALs and IRCC restarted processing study permit applications for Nova Scotia universities, staff have been providing students with guidance on these new procedures in concert with the Admissions Team. Updates on agent and team activity include:

- Agents:

- ICEF North America – Mike Hennigar and Mike Holmes attended this event in Niagara Falls; met with 32 agents, all of whom were very well aligned with Acadia’s values and vision and have offered contracts to each. Markets include Bangladesh, Philippines, China, Taiwan, Vietnam, Morocco, Turkey, Nigeria, Mali, Jamaica, Colombia, Mexico, Honduras, and Panama. At the same time, numerous existing agent agreements have been identified that are simply not producing. These partnerships will be cancelled. The goal is to maintain close relationships with a relatively small number of trusted agents who know Acadia and can produce students who are seeking the Acadia experience.
- MSM – Acadia International met with MSM and expressed concern that numbers were very poor in some of their remaining exclusive territories. Staff turnover and a lack of activity in key markets continue to hamper efforts and impact this relationship. As a result, we informed them that we would be looking at other opportunities in those regions to work independently to drive enrolment. Their current numbers do not support their projections, and after further discussion, they committed to 70 enrolled students. Acadia is now free to operate independently and work with agents as necessary in all but four markets (India, Pakistan, Ghana, Nigeria).
- Zambia Initiative – We are developing a recruitment initiative in Zambia involving Acadia, one of our new agents and three other institutions: CBU, NBCC, and NSISP. Together, we’ll attend a 2-day recruitment event in a few key locations and will meet with students and parents from specific schools. An important factor is that each institution offers a different opportunity with unique programs and experiences. As an added benefit, including NSISP opens a new market for our agent (high school), a new market for NSISP, and represents a pathway for students/parents from high school to university with a guaranteed tuition fee discount, regardless of any tuition fee increases. We still expect direct entry enrolment from this initiative as there are many students seeking a degree program right now (plus the agent will earn higher commissions from universities than from NSISP). We’re in the planning stages now but hope to launch this in late summer/early fall. If we are successful in Zambia, we will look to roll this out in other markets with the same partners.

- Other activities

- Mike Hennigar is travelling to Bangladesh and China for 2 weeks. By all accounts, there is still opportunity in Bangladesh for the fall, and Mike will work with ApplyBoard and some newly signed agents in Bangladesh and will meet with students and parents to generate applications and enroll students. Likewise, he’ll be visiting some Canadian curriculum schools in China and working with existing and new agents to generate applications, convert existing offers, and continue work to reestablish Acadia in the market.
- Clara just returned from the U.S., where she participated in Canada fairs in the New England region.
- Ozgun, Clara, and Mike are engaging in calling campaigns for offered students in key markets and students with whom they personally met previously, and feel are strong prospects. Key messaging will involve our guaranteed housing and the new residence discount, both of which speak to the importance we place on student support and the international student experience.

Health, Counselling & Accessible Learning Highlights

All the units within this portfolio offer daily individualized service to students. In addition, some highlights of broader initiatives include:

- The Health & Wellness Office & Counselling Centre had an exam support booth set up in the library every afternoon through the exam period.
- Drop-in counselling sessions were available along with the booth throughout the exam period.
- A pharmacist will be working in the Health Centre one day per week starting in September.



Residence & Student Life

Residence Assistant Hiring (2024-25)

83 RAs have been hired for the 2024/25 academic year following the most successful hiring process in recent history. A record number of applications from both new and returning applicants were received, making for a competitive process and a high-quality pool of applicants. This year we will also be piloting a new programming RA role that will be focused on programming instead of incident response while still providing the same excellent level of support to their assigned students and community.

Programming

The Residence Life team brought a renewed focus on meaningful and impactful programming and community development during the 2023/24 year. In total, 412 separate events were held in residence this year with over 8500 students attending. Some event highlights include:

- Seminary Haunted House (haunted house fundraiser for ASU food cupboard)
- Winter A-lympics (cross campus competitive events)
- Campus clothing swap (coordinated donations set up across campus)
- Pigs, Pumpkins and Pictures (partnership with multiple departments)
- Mud Sliding
- Building Welcome BBQs
- October Food Drive

Student Conduct

Off-campus conduct has dropped substantially for the 2023/24 academic year with only 3 incidents referred to the University by the Town of Wolfville during this period. This is compared to 10 incidents for the previous academic year.

On-campus conduct has also seen a marked decrease in most areas. These statistics are currently being compiled and will be included in greater detail in the next update to the Board of Governors.

Marketing and Communications

Celebrating our 2024 Graduating Class (Convocation)

- The team redesigned a well-received (students + campus community) convocation program and [website overview](#) to support this year's ceremonies. In addition, they implemented a structured workback

schedule to help build production efficiencies, minimize production risk, and decrease stress levels for partners (campus and suppliers).

- ICYMI (In case you missed it), [Dr. Hennessy showed our IG followers how he prepares for Convocation with a regalia reveal](#), generating over 1,000 likes, and 27+K views.

Telling and Sharing Acadia's stories

Continue to tell the stories of Acadia:

- [Mark Mallory Profile Piece](#) highlighting his induction as a Fellow into the Royal Canadian Geographical Society (RCGS).
- The 2024 winners of the prestigious Frank H Sobey Awards were recently announced, and for the first time in the award's history, Acadia has emerged with two recipients, [Alex Dulay and Cole Sanford](#). CBC also ran a feature on Alex attributing to an additional 18 mentions in the media.
- [Supported Dr. Peter Williams of Acadia Physics with the promotion of his interactive livestream](#). At its peak, more than 700 people had joined the livestream, including folks outside of Nova Scotia and Canada.
- Led by Advancement, we supported the promotion of the announcement of gifts pertaining to the Student Centre campaign. [\\$1M gift from the Alumni Association](#). And [\\$2M gift from the Acadia Students' Union](#)
- In partnership with Advancement, released our [2024 Honorary degree recipients](#).
- Highlighting winners of this year's [Acadia Launchbox's Pitch Perfect 3 competition](#). With the help of the Launchbox team and Kali Lancaster (3rd year community development completing her co-op work term with the Launchbox team).
- In partnership with the Teaching and Learning Excellence office, we celebrated [Acadia's 2024 TLEA Award Winners](#).
- Working with Alex Marland, Acadia professor and Jarislowsky Chair in Trust and Leadership, and his students, we provided a student POV to an out-of-classroom experiential learning opportunity with a visit to [provincial legislature in Halifax](#).

Thriving Communications and Content Hub

- Originally scheduled to launch in Mid/Late April, the current Newsroom and Events Calendar was put on hold to prioritize convocation support needs. It should be up and running by the end of June. A reminder of project details is included below.
 - Newsroom will expand to become a trusted source of all campus news pulling in both media-related news, alumni features, campus briefs, etc. The objective is to maintain a site that highlights the many stories (big and small) across campus, along with key campus briefings, statements, and calls for applications/nominations etc. News/stories will be categorized and organized based on topic. **Note:** We have begun to utilize the current [campus updates sub-site](#) to inform our campus, reducing our dependency on email to deliver and house all campus updates. Summaries are included in the weekly newsletter linking to the sub-site for further details and updates.
 - Similarly, the Events Calendar page will be updated to enhance the user experience optimizing a visitor's ability to view upcoming events, filter by category, view by list, monthly view, upcoming week, etc.
 - Both sites will also include guidance and a simplified approach to sharing planned events, news, and stories with the Marketing and Communications team.

The teams within the Student Experience portfolio continue to work diligently to serve and improve Acadia for the betterment of all who study, work, or visit here. As we begin the summer months, our attention increasingly

focuses on the ways that we welcome and support incoming students in September and begin recruiting the next class of Acadia students.

With warmest regards,



Scott Duguay
Vice-President, Student Experience

Contributors: Adam Daniels, Robyn McBain, Kim Rhymes, Leigh-Ann Murphy, Michael Holmes, James Sanford, Erica McGill, Chad Johnstone, and Claire Brien

ACADIA STUDENTS' UNION REPORT TO SENATE – JUNE 2024

As always, the ASU has a lot going on as the summer gets underway. We have had many introductory meetings across campus to understand where the university is and where we as students want to see it go. These meetings are still happening, so keep an eye on your inbox or send me an email if you would like to meet. I attended CASA Foundations to establish connections with student unions across the country. I have also met with StudentsNS and taken on the role of Governance committee chair at their organization to gain more experience in policy changes and development.

We have had countless conversations about engagement across campus. We started planning events to ensure a fun, smooth arrival for students in the fall. We are also looking at new ways to engage and consult our students throughout the year to gain more quality feedback from students. We have had preliminary conversations about centralizing campus programming to a single platform to get students more engaged with campus life, though many problems still need to be discussed to ensure a proper launch of this goal.

Internally, the governance strategic plan is underway. We have started review of existing policies to best reflect their use, and we have identified key missing policies that need to be developed for the organization. begun meeting with local businesses to develop sponsorships work to develop a long-term strategic plan for the organization. There's also discussion to complete a bylaw review as many sections need change to better reflect the current functioning of the organization.

In terms of academics, two key issues have been identified as of this Senate meeting. First, AI has sparked many conversations at institutions around the world. The ASU sees this and wants to get an understanding of the current climate, and what would the next best step forward be. These conversations are already happening, but we would like to engage in more formal discussions about AI, so if there are any individuals, departments, or committees that wish to discuss this further, email me and we'll set up a meeting. The second issue is class engagement, specifically identifying class attendance as a key problem in many classes across campus. We plan to consult faculty and students on the issue to learn how we can best improve student engagement in the classroom.

If anyone has any questions, comments, concerns, or ideas after reading this report, contact the ASU VP Academic & External. Thank you for listening, and I will see you all soon!

Sam Taylor, ASU Vice President Academic & External, asuvpae@acadiau.ca

ACADIA DIVINITY COLLEGE AND FACULTY OF THEOLOGY REPORT TO SENATE – JUNE 2024

- Our East Coast Theology event took place last week, which included the Simpson Lectures on June 11-13. We welcomed Rev. Dr. Otis Moss III, Senior Pastor of the historic Trinity United Church of Christ, Chicago, to speak on the theme, “Dancing in the Darkness”.
- ADC offered our first two micro-credentials as part of East Coast Theology week, “Mental Health Care in the Church” and “Perspectives on Preaching.”
- Rev. Tim McCoy was appointed interim Director of Mentored Ministry, effective June 1, 2024.
- Dr. Jody Linkletter assumed the role of Registrar encompassing her current duties in Admissions. Jody will continue to serve as Assistant Professor of Next Generation Ministry. To better serve our students, effective June 10, 2024, Shawna Peverill was appointed to Director of Student Services.

CONFIRMED SENATE MEETING DATES 2024-2025

All regular meetings will be held using hybrid modality- in person in the Langley Classroom of Acadia Divinity College DIV 217, and using Zoom.

Monday, September 9th, 2024 4:00-6:00 p.m.

Wednesday, September 25th, 2024 4:30-5:30 p.m. (Senate Orientation)- *will be held in DIV 202 and using Zoom*

Wednesday, October 9th, 2024 4:00-6:00 p.m.

Monday, November 18th, 2024 4:00-6:00 p.m.

Monday, December 9th, 2024 9:00-11:00 a.m.

Monday, January 13th, 2025 4:00-6:00 p.m.

Monday, February 10th, 2025 4:00-6:00 p.m.

Monday, March 10th, 2025 4:00-6:00 p.m.

Monday, April 14th, 2025 9:00-11:00 a.m.

Wednesday, May 7th, 2025 9:00 a.m.-12:00 p.m.

Wednesday June 18th, 2025 9:00 a.m.-12:00 p.m.

SENATE ACADEMIC PLANNING COMMITTEE (APC) REPORT – JUNE 2024

Membership:

Vice-President Academic: Kate Ashley (chair)
Dean, Faculty of Arts: David Duke
Dean, Faculty of Professional Studies: Corinne Haigh
Dean, Faculty of Pure & Applied Science: Rob Raeside / Jeff Hooper
Dean, Libraries and Archives: Jennifer Richard
Faculty, Faculty of Arts: Paul Abela
Faculty, Faculty of Professional Studies: Janna Wentzell
Faculty, Faculty of Pure & Applied Science: Jeff Banks
Faculty, IDST Program: Donna Seamone
Student: Benjamin Morris / Sam Taylor

The Academic Planning Committee met 5 times this academic year: 5 September, 2 October, 6 November, 7 December, and 8 April 2024. Its first priority was to rank position requests. Of the requests submitted, the following tenure-track positions were authorized: Earth and Environmental Science (Igneous Petrology), Education (Assessment), Classics (Latinist), Psychology (Developmental), Biology (Marine Biology), English and Theatre (Victorian). In addition, several continuing instructor positions were authorized: ESST, Math and Stats Lab Support, Kinesiology (Leadership), Biology (Biodiversity).

The APC also identified several academic priorities for 2024-2025. The status of these items and how they are being addressed institutionally are indicated below:

- Priority: increased support for student Teaching Assistants (low cost, but high impact on program delivery and student experience)
 - An extra \$100,000 was allocated to TAs in the 2024-2025 budget.
- Priority: student resilience and the transition from high school to first-year university
 - The Vice-President Academic and members of Provost Council met with the Directors of the Annapolis Valley Regional Centre for Education to discuss potential collaboration to address resilience and the transition to university. Other initiatives designed to improve the transition from high school to university include a revamped orientation for Fall 2024, living-learning communities in residence, and data collection in summer 2024 using the Beginning College Survey of Student Engagement.
- Priority: accessibility and universal design in teaching
 - An Accessibility Advisory Committee is being established and discussions are underway for sessions about Accessibility Education Standards. Teaching and Learning hosted an Accessibility in Teaching Workshop in February 2024.

- Priority: increased program support to maintain currency with professional and/or industry standards (e.g., equipment; technology/software for pedagogical use; lab consumables)
 - Discussion is ongoing and an inventory of classroom technology needs is being done.
- Priority: open entry degrees (e.g., General B.A., General B.Sc.) so students don't need to declare a major from the outset.
 - Discussion is ongoing.

The committee has requested that units submit their 2024-2025 academic plans to Deans by 3 June, and that Deans submit faculty plans to the APC by 3 July. The APC will be meeting over the summer to deliberate on the plans.

Respectfully submitted,

Dr. Kate Ashley, Chair

Senate Archives Committee Report

2023 – 2024 Academic Year

Committee Members: Catherine Fancy, Stephen Henderson, Scott Kindred-Barnes, Melody Maxwell, Alicia Noreiga-Mundaroy, Ciaran Purdome (chair), Jennifer Richard, Wendy Robicheau (replaced by Liam McCarthy January – June 2024), Julia Rombough, Peter Williams

Meetings:

Monday, November 13, 2023 from 1:00pm-2:00pm

Friday, April 12, 2024 from 1:00pm-2:00pm

Outline of Activities:

The Senate Archives Committee received reports from the Archivist, Digital Archivist, and Archives Coordinator on staffing changes, reference statistics, information literacy, outreach, physical collections, digital collections, and environmental concerns. These reports are attached.

Upcoming Plans:

The committee determined that moving forward it would receive only one full report a year at the end of the academic year. The next meeting will focus on the mandate and role of the committee in supporting the Archives.

ACADIA ARCHIVES ACTIVITIES REPORT

October 2023 – March 2024

APRIL 2024

SENATE ARCHIVES COMMITTEE BRIEFING

STAFFING CHANGES

Sarah Atkinson started as the new Archives & Special Collections Assistant in December 2024.

Liam McCarthy began a 5-month CLT covering Wendy's sabbatical on January 15.

OUTREACH & SOCIAL MEDIA

Events

In January we hosted a "Geology Open House" with the Fletcher Geology Club. 20 students and faculty came to see geology-related materials.

Social media

- Our follower count continues to increase, with a total of 907 followers as of March 31
- Throughout April, we are participating in a hashtag party hosted by the Archives of Ontario: "Archives A to Z". Each day is assigned a different letter, and we make a post based on an archives-themed word.

INFORMATION LITERACY

- Hosted an English Language Centre course on migration with Chad Warren and Susanne Campbell
- Visited KINE 1423 to present on using and finding primary sources and an introduction to archives



Students looking at material during Geology Open House

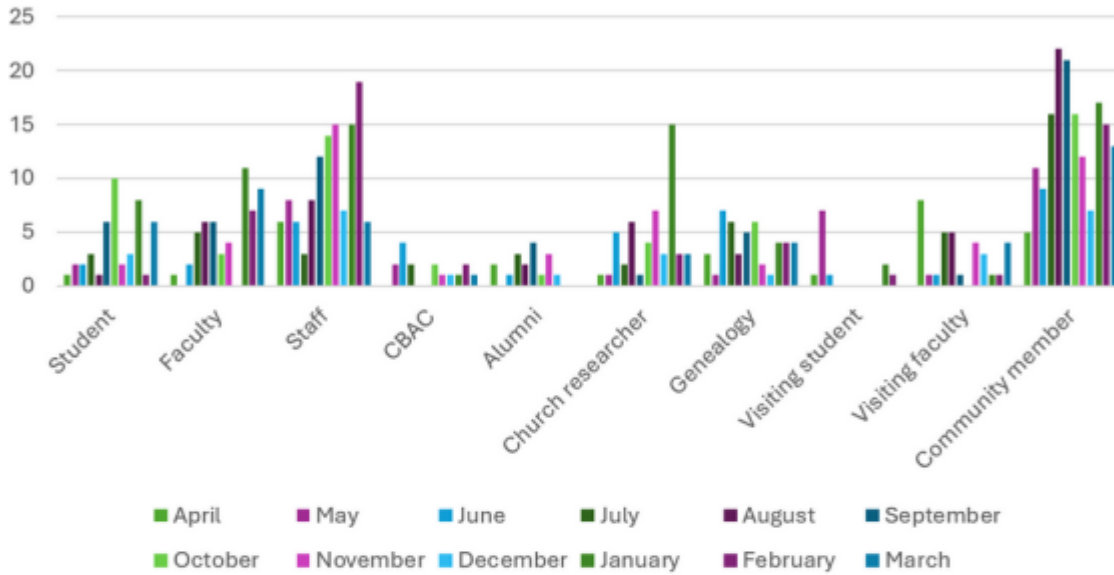
REFERENCE STATISTICS

2023 - 2024 Fiscal Year

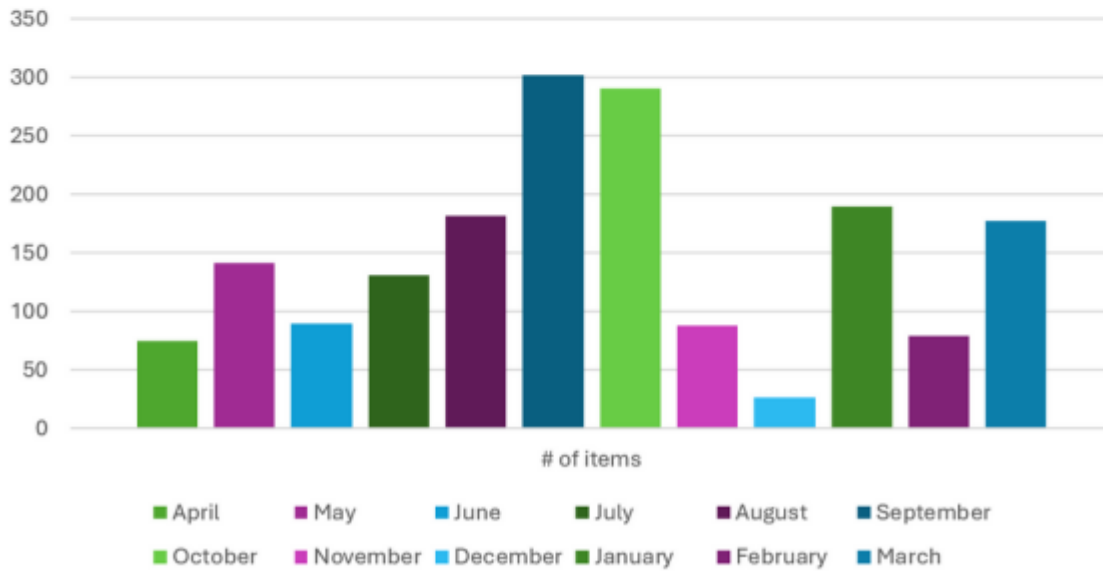
APRIL 2024

SENATE ARCHIVES COMMITTEE BRIEFING

Patron Type



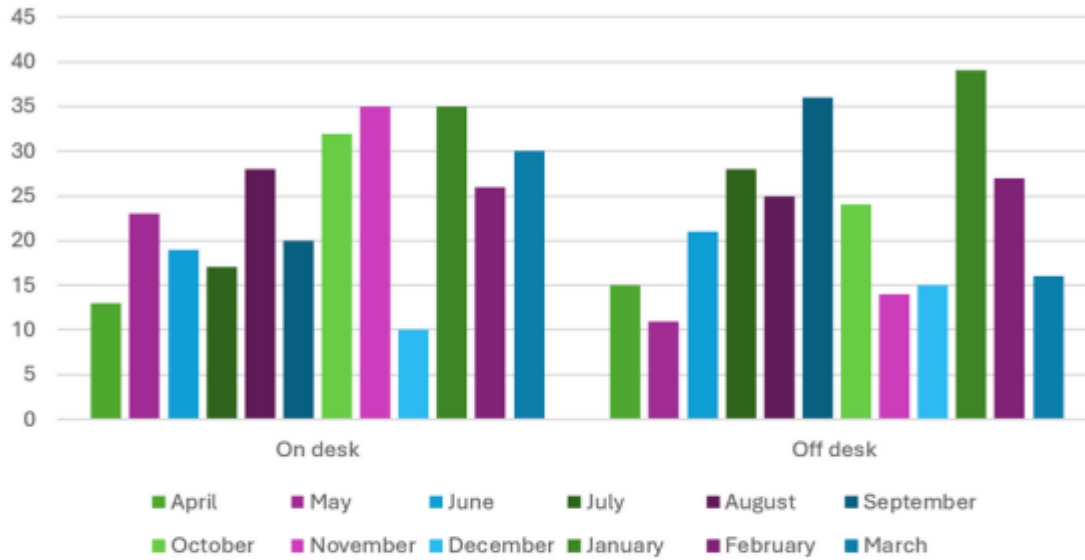
Number of Items Pulled



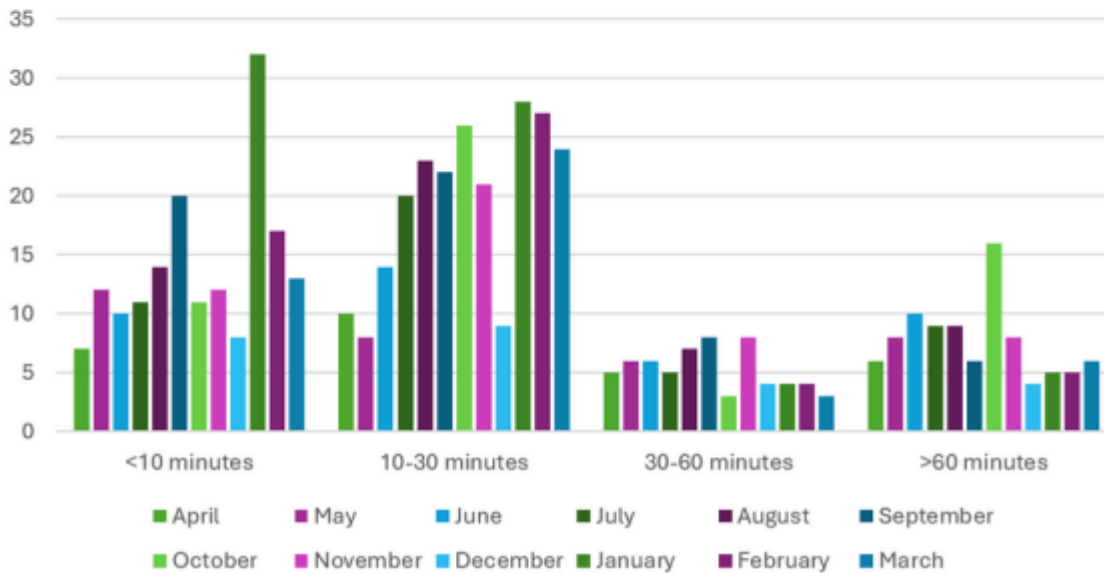
REFERENCE STATISTICS

2023 - 2024 Fiscal Year

On/Off reference desk



Time to Answer Question



COLLECTIONS REPORT

October 2023 - March 2024

APRIL 2024

SENATE ARCHIVES COMMITTEE BRIEFING

PHYSICAL COLLECTIONS

PROJECTS

George A. Chase fonds

Liam McCarthy is processing the George A. Chase fonds, which was transferred from Dalhousie University in 2008. The collection consists of over 6,000 files from a Port Williams businessman from the 1920s - 1950s.

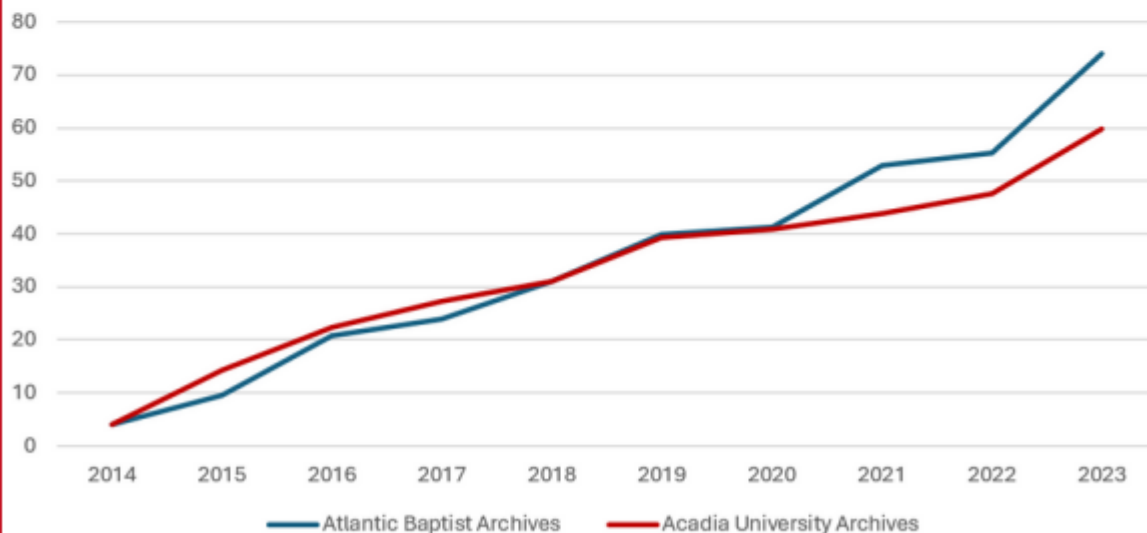
YCW Elwood family fonds

Young Canada Works internship ended in January. Our intern produced a revised finding aid for the fonds, wrote recommendations around privacy and access, and contributed a fonds-level description to MemoryNS. The fonds was digitized by CRKN in November. The project will be profiled on the CRKN portal page this spring.

B2 move

403.79 m of Atlantic Baptist Archives records are being moved into Room 101. B2 continues to flood, with a further three incidents occurring since the last report. In addition to Room 120, a section of Room 101 is also prone to water during periods of heavy rainfall.

Collection growth, 2014-2023 (in meters)



The Atlantic Baptist Archives growth began to outpace the Acadia University Archives growth in 2020. The Acadia University Archives are comprised of the records of Acadia University, and records from the geographic area of Windsor to Digby.

COLLECTIONS REPORT

October 2023 - March 2024

APRIL 2024

SENATE ARCHIVES COMMITTEE BRIEFING

DIGITAL COLLECTIONS

Digital preservation equipment

The Digital Archivist and Library Technology Specialist met with Technology Services in December about requirements and specifications for digital storage and a digital preservation workstation. In February, a computer was ordered specifically for processing and preserving born-digital archival records. TS is still evaluating cybersecurity measures and assessing our request for digital storage, which has delayed progress on developing the digital records preservation program. In the meantime, we are developing digital preservation workflows, but are unable to test them or move forward until we finalize our digital storage plan.

Summer 2024 YCW

We received funding for a YCW summer student to scan the Nova Scotia Sanatorium periodical, X-Ray/Health-Rays. The publication ran from 1919-1977 and encapsulates the hospital experience by providing stories of patients and staff who lived with the reality of tuberculosis in Nova Scotia's first tuberculosis hospital. With 220 issues, we have the most extensive run of this periodical in the province. The archives also holds five bankers boxes of the Sanatorium's textual records and photographs.

Our full-time staff capacity for digitization is currently limited to 10 hours/week, so we rely on grant funding to make materials available online.

Digital archives lab

Room 217 off of the Kirkconnell Room is in the process of being converted into a digital archives laboratory. It will have two digitization workstations and a digital preservation workstation. The room is being painted and new furniture is being ordered.



Room 217

SPECIAL PROJECTS

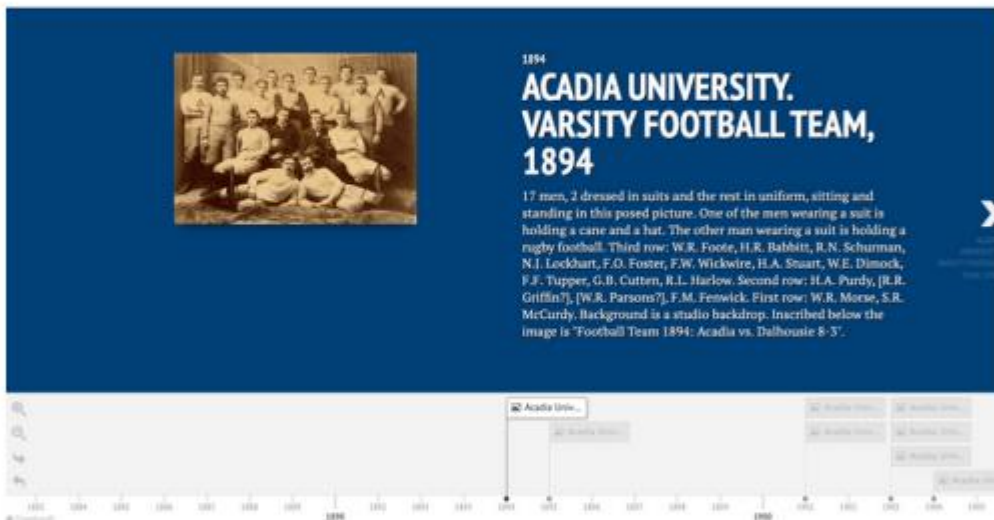
October 2023 - March 2024

APRIL 2024

SENATE ARCHIVES COMMITTEE BRIEFING

Athenaeum digitization project

Work has concluded for the year on the Athenaeum digitization project. This year, we had two students on loan from Jon Saklofske (Professor, Department of English and Theatre). One student has researched and written material for a timeline-style digital exhibit celebrating the 150th anniversary of the Athenaeum. The exhibit will be hosted on our digital collections site. Dr. Saklofske is also using this research to populate a timeline using the open source software Timeline JS as part of his research into the digital humanities. The exhibit will be live for the start of the 2024-25 school year. The other student completed scanning work for the years 1897-1899 and 1997-1999.



1894
ACADIA UNIVERSITY.
VARSITY FOOTBALL TEAM,
1894

17 men, 2 dressed in suits and the rest in uniform, sitting and standing in this posed picture. One of the men wearing a suit is holding a cane and a hat. The other man wearing a suit is holding a rugby football. Third row: W.R. Foote, H.R. Babbitt, R.N. Schurman, N.J. Lockhart, F.O. Foster, F.W. Wickwire, H.A. Stuart, W.E. Dimock, F.J. Tupper, G.B. Cutten, R.L. Harlow. Second row: H.A. Purdy, [R.R. Griffin?], [W.R. Parsons?], F.M. Fenwick. First row: W.R. Morse, S.R. McCurdy. Background is a studio backdrop. Inscribed below the image is "Football Team 1894: Acadia vs. Dalhousie 8-3".

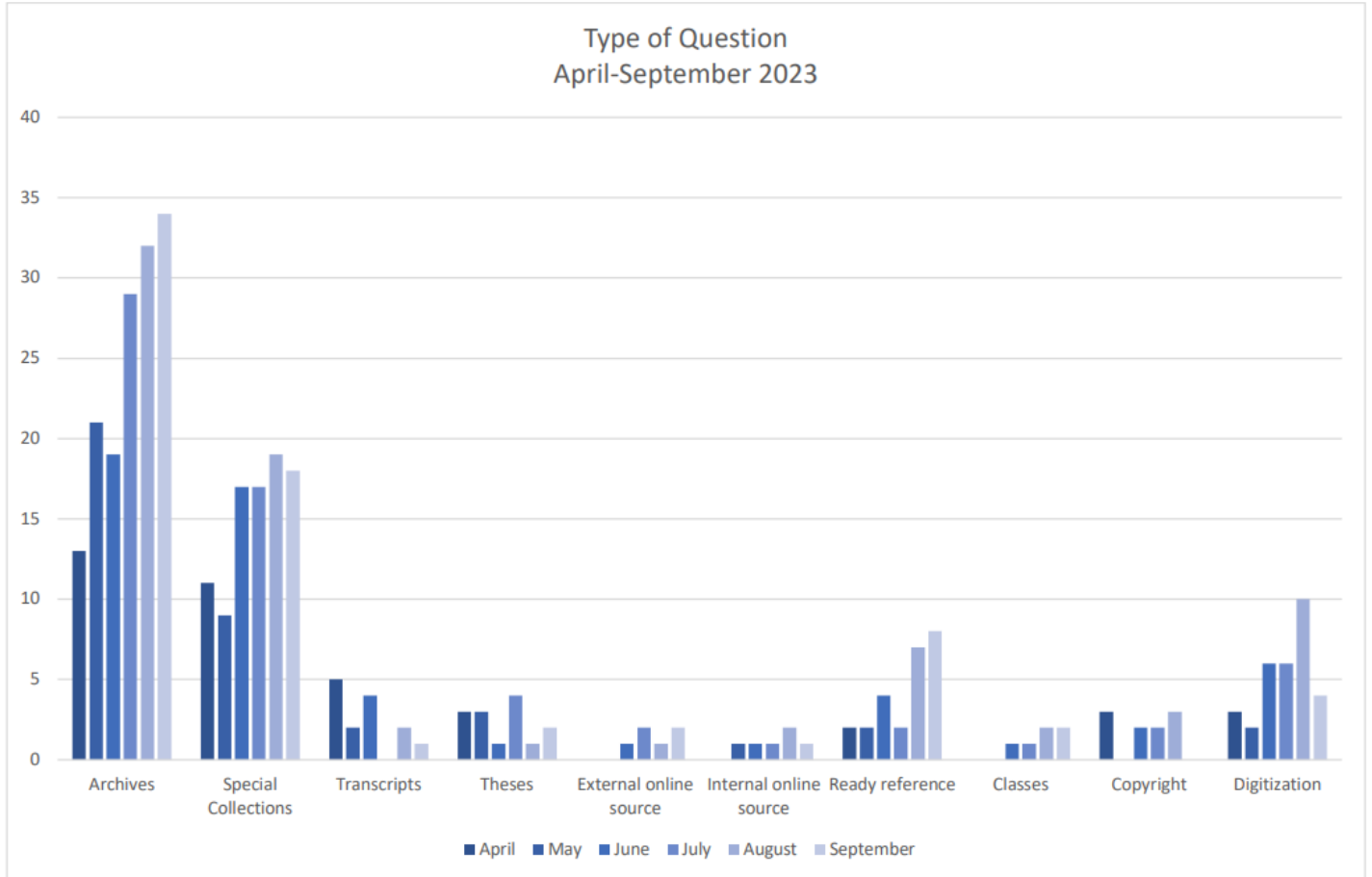
Website and policy refresh

We are in the process of reviewing our website with a focus on adding information about our services for faculty and students, creating additional documentation for our donation processes, and updating archives policy. Our "Copy and Scan" and "Publication and Use" policies were updated this spring.

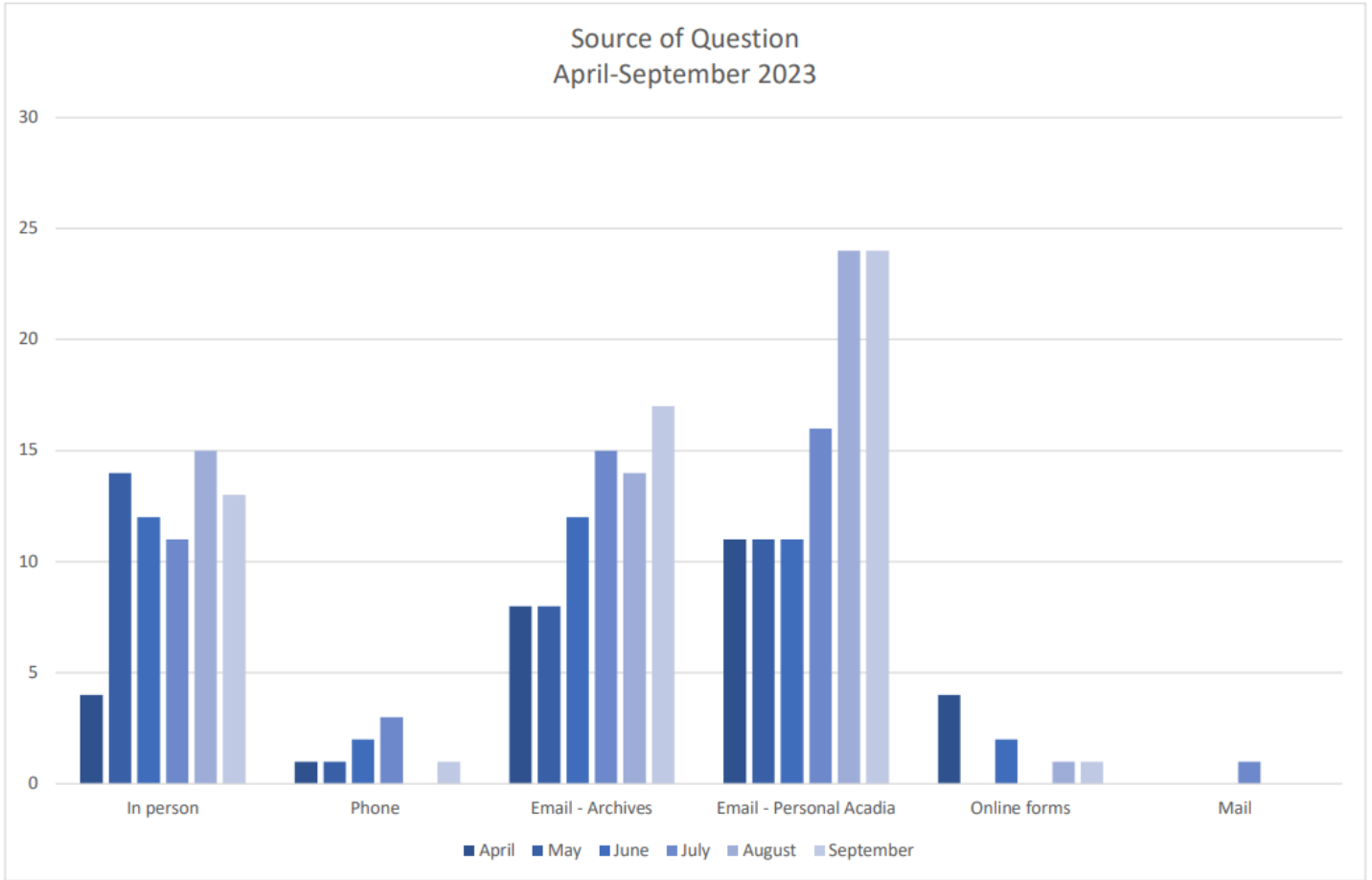
Archives clean-up

In December archivists from the Provincial Archives of New Brunswick and the University of New Brunswick visit and advise us on a strategy for assessing items without provenance. Cleanup of both physical and analogue records continues. We will be closed May 1 - 3 to follow up on this work.

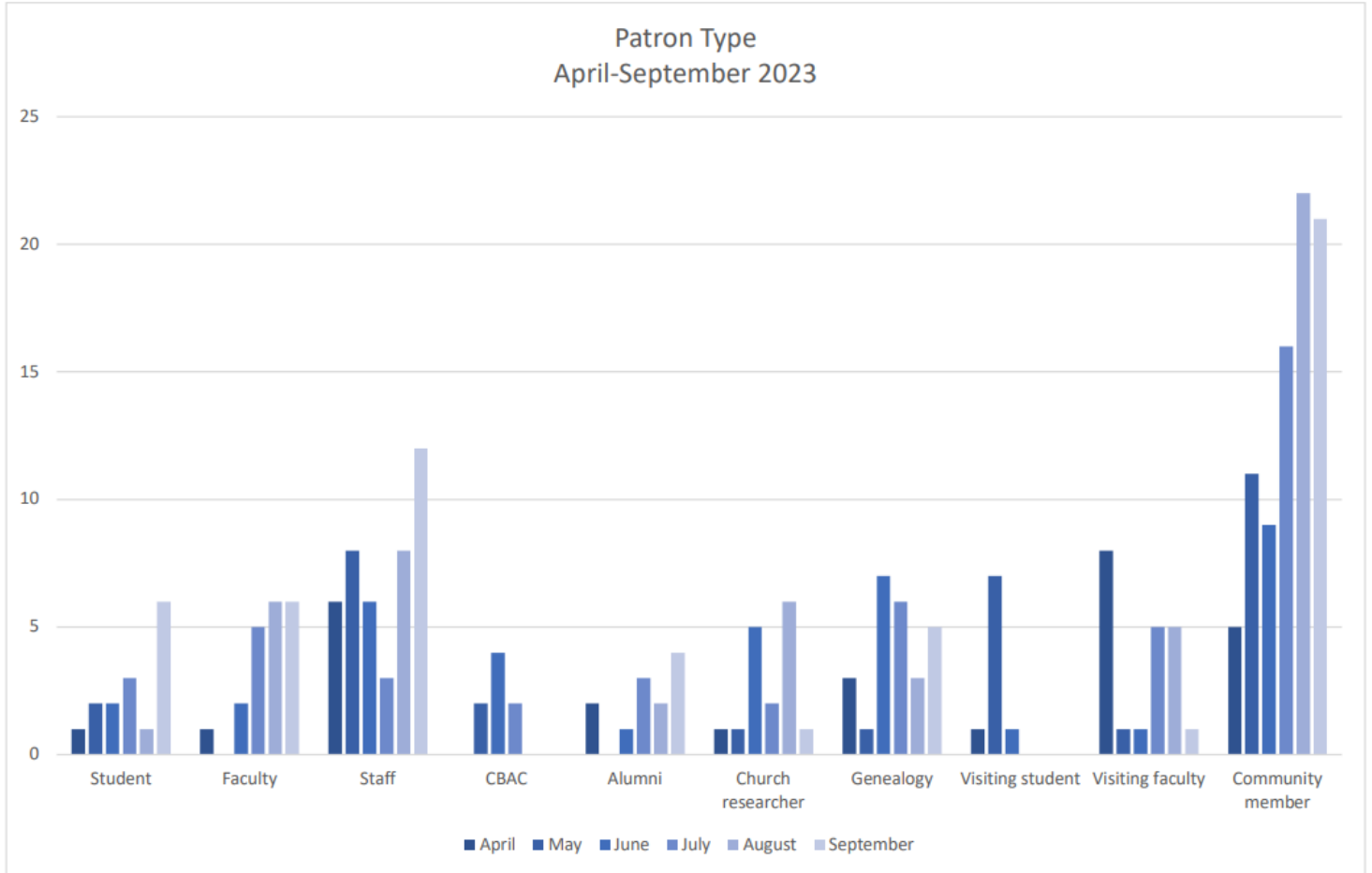
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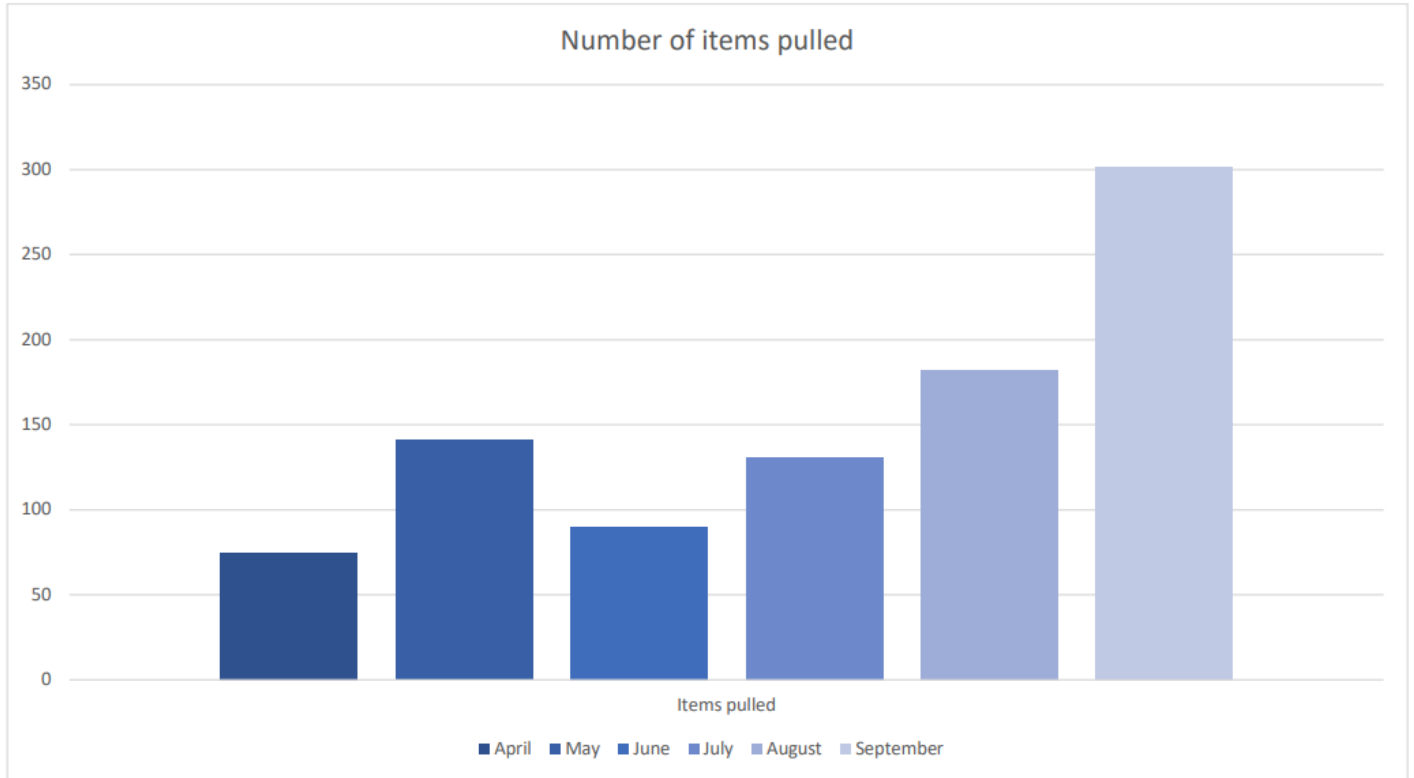
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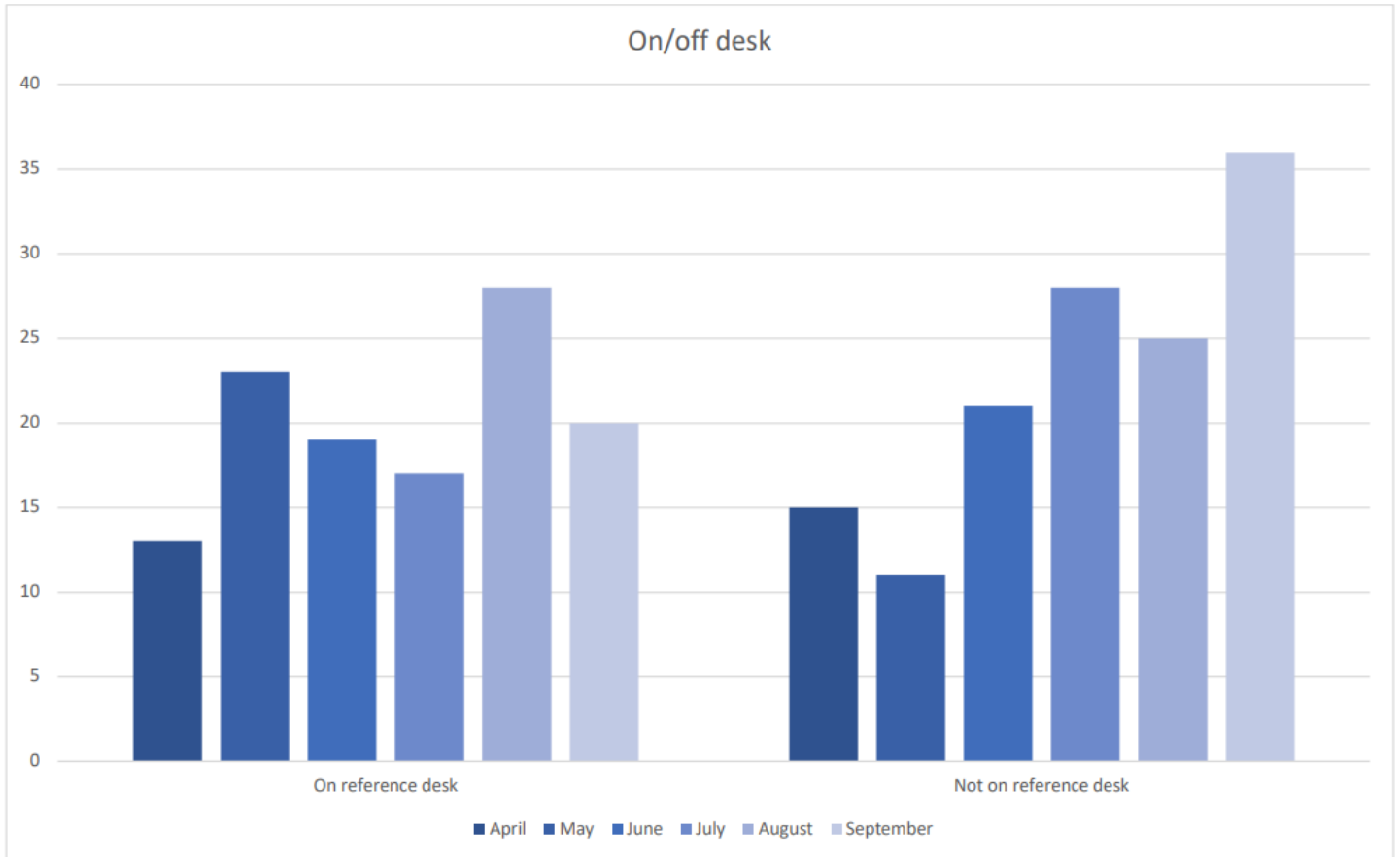
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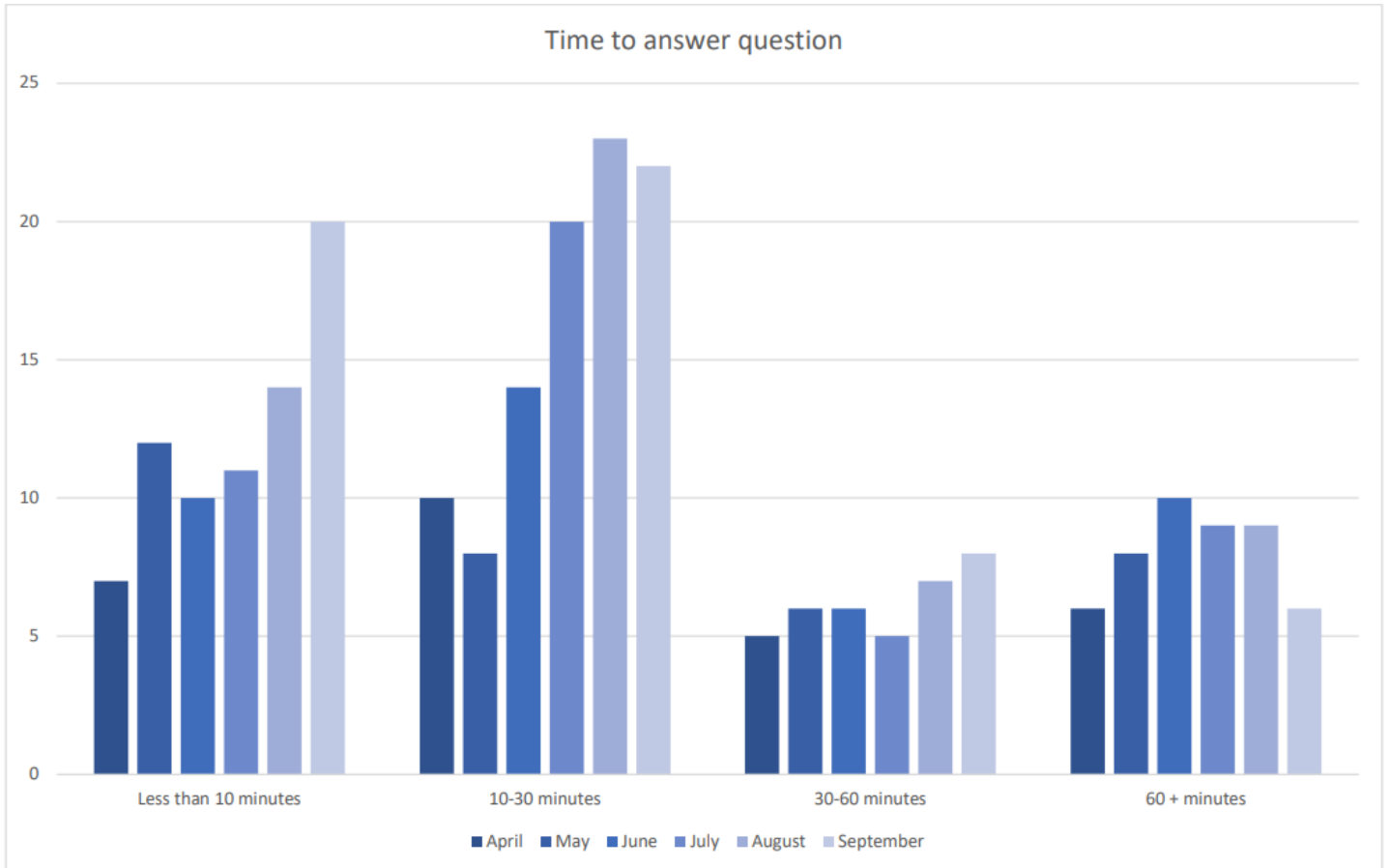
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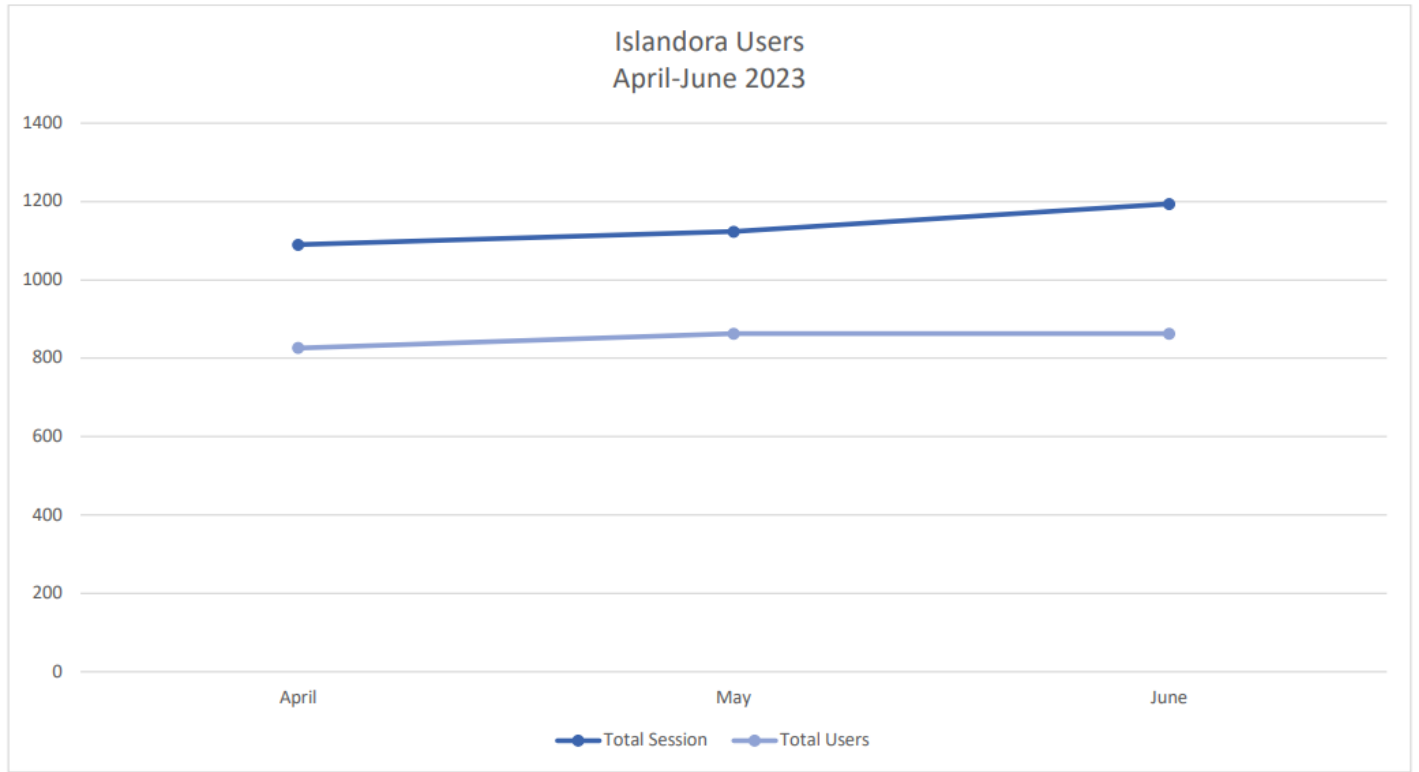
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*In July 2023, Google's reporting API broke. Our Web Systems Specialist is looking for a solution. In the meantime, we are unable to harvest statistics from Islandora.



VAUGHAN MEMORIAL LIBRARY
ESTHER CLARK WRIGHT ARCHIVES
ATLANTIC BAPTIST ARCHIVES

PHYSICAL COLLECTIONS REPORT:

2023 Esther Clark Wright Archives donations/transfers

- 2023.001 Watson Kirkconnell accession (letters from Roy St. George Stubbs)
- 2023.002 Canadian Federation of University Women. Wolfville Chapter accession
- 2023.003 George Levy accession
- 2023.004 Acadia University. Office of Advancement accession
- 2023.005 Irene Baros-Johnson accession (play about Richard Preston)
- 2023.006 Les Amis de Grand-Pré accession
- 2023.007 Acadia Varsity Sport Scrapbooks accession (transfer from NS Sports Hall of Fame)
- 2023.008 Militia record books (minutes, records of service for the 75th regiment)
- 2023.009 Barry Moody accession
- 2023.010 Esther Clark Wright accession (letters from her time at Acadia)
- 2023.011 Acadia Divinity College accession
- 2023.012 Bob Wilson accession
- 2023.013 Acadia University. Office of the President accession
- 2023.014 Foote family (Coldbrook, Kings County, N.S.) accession (19th century deeds)
- 2023.015 Wallace Irving Hutchinson accession (engraved sport horn)
- 2023.016 North Mountain Fruit Company (Woodville, Kings County, N.S.) accession

Expected:

- 2023.017 Department of Geology. Fletcher Club

PHYSICAL COLLECTIONS REPORT:

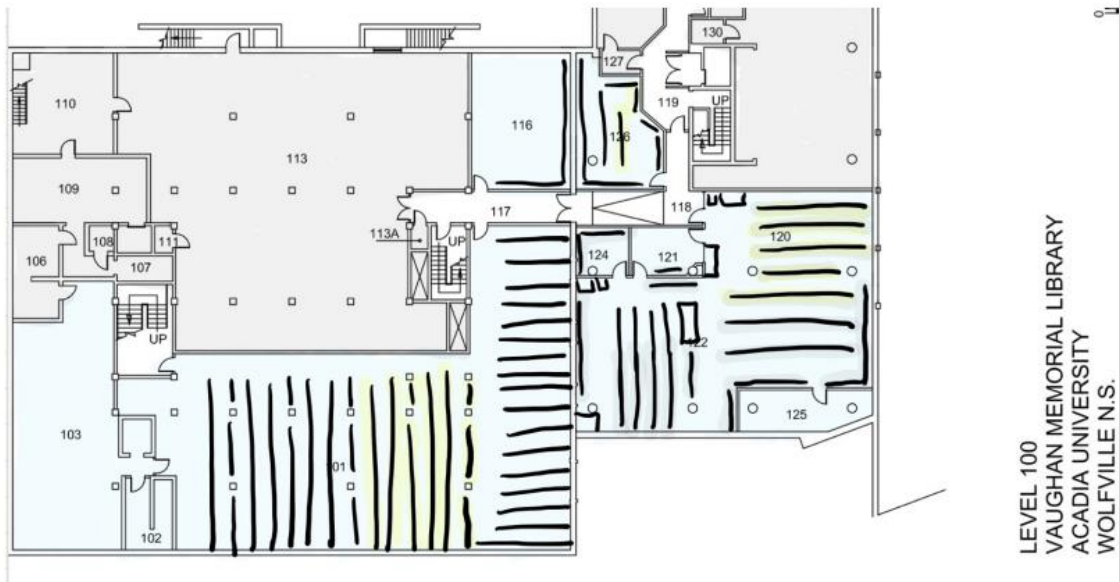
2023 Atlantic Baptist Archives deposits

- D2023.001 Hanwell (NB) Community Church
 - D2023.002 First Baptist Church Hammonds Plains (NS)
 - D2023.003 Black River (NS) United Baptist Church
 - D2023.004 Berwick (NS) United Baptist Church
 - D2023.005 Port Williams (NS) United Baptist Church
 - D2023.006 Oromocto (NB) Baptist Church
 - D2023.007 Carleton (NS) United Baptist Church
 - D2023.008 Collina (NB) Baptist Church
 - D2023.009 Canadian Baptists of Atlantic Canada
 - D2023.010 Halifax Region United Baptist Association
 - D2023.011 North Alton (NS) United Baptist Church
 - D2023.012 Mulgrave Park (NS) United Baptist Church
 - D2023.013 West End (NS) United Baptist Church
 - D2023.014 UBWMU
 - D2023.015 Glace Bay (NS) Baptist Church
 - D2023.016 Second Cambridge (NB) United Baptist Church
 - D2023.017 Saint Andrews (NB) United Baptist Church
 - D2023.018 Edith Avenue (NB) United Baptist Church
- *La Bonne Nouvelle transferred from Crandall

B2 COLLECTIONS MOVE REPORT:

The Esther Clark Wright Archives and Atlantic Baptist Archives have exceeded their space capacity in Room 120 (“the vault”) for five years now. Space was recently made available in Room 101, another room on B2 just down the hall from Room 120. By moving the Atlantic Baptist Archives to Room 101, we will free up enough space to allow both collections to continue to grow well into the future.

- **399.6m** of Baptist material is currently being moved from Room 120 (D1900 to D2018), Room 126 (D2019-D2023), and Room 217 (legacy Baptist “Y”s) into Room 101.
- Acadia University and Annapolis Valley material will wave forward to the space at the front of 120 formerly occupied by Baptist records. Newer material from 126 and 217 will move to the back of Room 120.
- Audio-Visual Material will move into 126 due to the ability to climate-control the space.
- Archival supplies will move from flood-prone Room 125 into Room 103.



DIGITAL COLLECTIONS REPORT:

In July and August 2023, Islandora was migrated from Islandora 7 to Islandora 8.

Highlights:

- A cleaner and more robust back end
- 6670 objects were migrated
- New landing page created
- Site redesign to match Library website/Acadia branding
- New advanced search function (embedded on search result pages)
- The ability to filter/limit results by date
- New hover-activated collections descriptions on Digital Collections page
- Biography/Administrative history pages created, with the ability to link authorities/demonstrate relationships
- Statement on harmful content posted, with the ability to report problematic material through a webform

SPECIAL PROJECTS:

Luke Elwood family fonds project

The archives have partnered with Lynn Aylward (Professor, School of Education) and Jennifer Richard (Acting Dean of Libraries & Archives) on a project to process, digitize, and make available the Luke Elwood family fonds. You can see Lynn's short film about the landmark legal case here: [The Case of Luke Elwood](#)

We have been successful in getting a Young Canada Works in Heritage Institutions internship for a recent MLIS graduate to investigate issues around privacy, copyright, accessibility, and inclusivity issues within this fonds. The intern, Lynn Hart, started with us on September 25, and will be with us until January 12. This week, the records are going to Ottawa to be digitized by CRKN (Canadian Research Knowledge Network).

Athenaeum digitization project

The archives have partnered with Jon Saklofske (Professor, Department of English and Theatre) in a continuation of last year's project to digitize select decades of the *Acadia Athenaeum* in preparation for the student publication's 150th anniversary next year. Last year also saw the involvement of Jesse Carlson (Assistant Professor, Department of Sociology), who will re-join the project after his sabbatical. We have two students on loan from Jon, one working on digitization, the other on developing a small digital "timeline" exhibit for the 150th anniversary celebrations.

SENATE BY-LAWS COMMITTEE REPORT – JUNE 2024

List of Committee Members:

Faculty of Arts Member: Jeffrey Sachs (Secretary), Politics and History & Classics (2025)

Faculty of Professional Studies Member: Kelly Brenton, Education (2026)

Faculty of Divinity Member: Danny Zacharias, Acadia Divinity College (2025)

Faculty of Pure and Applied Sciences: Michael Robertson (Chair), Physics (2024)

Meetings:

November 1, 2023 (in person)

May 1, 2024 (online)

Regular email correspondence

One duty of the By-laws Committee to monitor the evolution of the academic committees and to recommend changes to the committee structure of Faculty Councils and other bodies at the University for which it is responsible. This work has led to the following 5 motions to be voted upon at the June 19, 2024 Senate meeting.

Motion 1: Motion to remove the Chair of the Senate Curriculum Committee from the Graduate Studies Committee.

Motion 2: Motion to add the Graduate Studies Officer as a non-voting member of the Graduate Studies Committee.

Motion 3: Motion to replace the Provost and Vice-President Academic (or designate) with the Vice Provost Teaching and Learning Excellence on the Faculty Support Committee.

Motion 4: Motion to replace “The Archivist” and “The Deputy Archivist” with “Two Archivists” on the Archives Committee.

Motion 5: Motion to add the Academic Program Development, Quality Assurance, and Planning Coordinator to the Academic Program Review Committee as a non-voting member.

In addition, the By-laws Committee has considered the question of adding non-continuing faculty to the Senate and notice of motion of the following motion will be given at the June 19, 2024 meeting of Senate.

Motion: Motion to add up to three non-continuing faculty members to Senate as voting members. These Senators, who shall serve for one-year terms and shall receive a stipend for their service from the Board of Governors, shall be drawn from amongst the Faculties of Arts, Pure and Applied Science, and Professional Studies, and shall be nominated by the Senate Nominating Committee and confirmed by Senate. To be eligible, a faculty member must hold a part-time, Contractually Limited Term, Lecteur/Lectrice, or Pädagogischen Austauschdienste position at the time of their appointment to Senate.

Report submitted by Michael Robertson on behalf of the Senate Bylaws Committee

**REPORT OF THE SENATE CURRICULUM COMMITTEE (ADMINISTRATIVE) COMMITTEE –
JUNE 2024**

2023-2024 Curriculum Change Proposals

Committee members over the course of the 2023-24 academic year: Allison Walker (Committee Chair, FPAS), Mark Bishop (Registrar), Hayley van Kroonenburg (Associate Registrar), Roxanne Seaman (Chair SCC Policy), Jennifer Richard (Library), Sonia Hewitt (FA), Inna Viriasova (FA), Chris Killacky (Theology), Krissy Keech (FPS), Ashley Doyle (FPS), Andrew Mitchell (FPAS), Benjamin Morris (Student Rep)

Overview

The number of curriculum proposals submitted by faculties for consideration by the Senate Curriculum Committee (Administrative) from Dec 2023 – March 2024 is summarized below:

Type of Proposal	Faculty			Total
	Arts	Pure & Applied Science	Professional Studies	
New Course (Form 1)	26	8	8*	42
Course Deletion (Form 2)	2	6	4	12
Course Modification (Form 3)	23	20	18**	61
Program Modification (Form 4)	11	15	9	35
New Program (Form 5)	0	0	1	1
Program Deletion (Form 6)	1	0	0	1
Totals:	63	49	40	152

*One Form 1 used for 25 new Nursing program courses

**Excludes forms received for Graduate-level courses, which are not considered by this committee.

All instances requiring consultation with the academic unit have now been resolved. The Chair worked with the Associate Registrar to ensure any edits to the original proposals arising from these consultations are reflected in the 2024/25 Academic Calendar and within Colleague.

Upcoming plans for this committee include working with the Senate Curriculum Committee (Policy) to clarify language in the Academic Calendar for Minors, in addition to reviewing curriculum proposals for the upcoming year.

Respectfully submitted,

Allison Walker, Chair, Senate Curriculum Committee (Administrative)

REPORT OF THE SENATE CURRICULUM COMMITTEE (POLICY) – JUNE 2024

Committee Members:

Allison Walker	Chair of Curriculum Committee (Administrative)
Mark Bishop	Registrar
Jennifer Richard	University Librarian
Kait Pinder	Arts
Roxanne Seaman	Professional Studies
Jeff Banks	Pure and Applied Science
Christopher Killacky	Theology

The committee met on:

November 20th, 2023

February 14th, 2024

April 23rd, 2024

The Committee reviewed the programs and credentials that are presently used in the Calendar. The nomenclature has been clearly identified. The Committee will continue the work on defining the nomenclature that is presently used.

Policy regarding the terminology of minors has been developed and submitted to the June Senate meeting for review.

The Chair of this committee served on the Curriculum Committee (Administration) as well as the Nursing Ad Hoc Committee to communicate curriculum policy related content.

Respectfully submitted,



Roxanne Seaman, Chair

Report of the Senate Disability Committee June 2024

Committee Members:

Gillian Hastey	Accessibility Resource Facilitator (ex-officio)
Marissa McIsaac	Manager, Accessible Learning Services (ex-officio)
Mark Bishop	Registrar (ex-officio)
Anna Wilks	Arts
Kelly Brenton	Professional Studies
Stephanie Jones	Science
Shawna Peverill	Theology

Duties of the Committee:

- Monitor the implementation of the Acadia University's Disability Policy,
- Conduct an annual review of the Disability Policy and, if necessary, recommends Senate amendments to the policy,
- Deal with any other matters which Senate might refer to the Committee,
- Receives reports from Accessible Learning Services on the number of students registered, trends that are emerging, feedback on any policy changes, and development of future and ongoing plans for the department, and
- Monitor the progress toward the established goals outlined in the University's Accessibility Plan 2030.

Brief Outline of Activities 2023-24

The Committee met once this year on November 2, 2023. During this meeting, the mandate and duties of the Committee were reviewed, along with the Senate Accessibility Report submitted in April 2023. Accessible Learning Services provided an update regarding student registration, ongoing space issues, the upcoming implementation of a university-wide accommodation platform, and the current disability policy. There was a discussion on the Accessibility Plan and the movement towards the document's goals. There was a general discussion around actionable goals for the current academic year. Finally, an election was held for the Chair of the Committee.

Following the November meeting, the Chair of the Committee met with the Manager of Accessible Learning Services and the Accessible Resource Facilitator to gather background information on their roles and responsibilities to the University and the students registered with ALS. This meeting identified their limitations related to technology and space and operational and student concerns that require support. It was also noted that the current Disability Policy needs updating, which will be a goal of the Committee moving forward.

Initial communication has occurred between the Committee Chair and the Manager of Accessibility Standards, Compliance, and Projects regarding the Accessibility Plan. A meeting will be held to determine the Committee's role in moving the plan forward.

Respectfully submitted,

Kelly Brenton (she/her/hers), Chair of the Senate Disability Policy Committee

**SENATE EXECUTIVE
REPORT TO SENATE (2023-2024)**

Meeting dates since June 2023:

August 23, 2023
November 29, 2023
January 31, 2024
March 27, 2024

Members:

Chair of Senate: Anna Kieft
Deputy Chair of Senate: Donna Seamone
President of Acadia: Jeff Hennessy
Provost and Vice-President Academic (interim): Kate Ashley
Dean of Arts: David Duke
Dean of Science (Interim): Rob Raeside (until December 2023), Jeff Hooper (as of January 2024)
Dean of Professional Studies: Corinne Haigh
Associate Vice-President Research, Innovation, and Graduate Studies: Anna Redden (until November 2023), Suzie Currie (interim, as of November 2023)
Dean of Libraries and Archives (Interim): Jennifer Richard
Registrar: Mark Bishop
Dean of Theology/President of Acadia Divinity College: Anna Robbins
Student (Vice-President Academic/External): Ben Morris (until April 2024), Sam Taylor (as of May 2024)
Faculty Senator: Darren Kruisselbrink
Faculty Senator: Cliff Stanley
Faculty Senator: Kait Pinder

Topics/Projects this past academic year (Senate Executive, Senate Chair, Senate Recording Secretary):

- Determination of Senate meeting and Senate Executive meeting dates and modalities
- Lay Person- clarification of volunteer role, creation of position description and call for nominations
- Generative AI- organization of Special Open Senate Meeting, other discussions
- Senate Survey- discussion of results from 2022-2023 survey
- Campus and town accommodations discussions
- Changeover and transitioning of University Secretary/Senate Recording Secretary (G. Menon until January-September 2023, J. Peckham since September 2023)
- Service work on campus and committees- discussions with Senate Executive and other stakeholders
- Status of Senate Committees
- Introduction of Consent Calendar portion of Senate meeting agendas
- Best practices for virtual and hybrid meetings and events- promoting inclusion and accessibility
- Chancellor Selection Committee- Chair as Senate representative member
- Senate/University Policies project

- General and non-major degrees- discussion and request for Senate committees' discussion
- Senate Agendas and Minutes
- Filling positions through nominating committees and election chairs, etc
- Other projects and tasks as required

Respectfully submitted,
Anna Kiefe, Chair of Senate

REPORT OF THE FACULTY SUPPORT COMMITTEE - JUNE 2024

REPORT TO SENATE

28 May 2024

Submitted by Lauren Wilson Finnis, Chair

Membership

1 Provost & VP Academic (or designate)	Lauren Wilson Finnis (designate) ex-officio
1 Association of Atlantic Universities FDC rep	Lauren Wilson Finnis ex-officio
1 Manager of LTID	Shelly Vaughn-Hazlett ex-officio
1 Arts	Rachel Brickner 3 yr 2025 <i>Repl. Jamie Sedgwick Sabb 2023-2024</i>
	Michelle Boyd 3 yr 2024
1 Prof. St.	Darcy Benoit 3 yr 2026
1 P & A Sc.	Stuart Blythe 3 yr 2024
1 Theology	Agnieszka Hayes 3 yr 2026
1 Librarian/Archivist	Ben Morris 1 yr 2024
1 Student	

Mission Statement:

To contribute to the success and development of Acadia University Faculty in teaching, use of academic technologies, and overall professional development.

Duties:

- (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 process 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 Faculty Support Committee was very engaged and met ten times throughout the academic year (2 October, 1 November, 22 November, 7 December, 11 January, 25 January, 1 February, 7 March, 25 March, 28 May) and

consulted and worked on documents via email outside of those meetings. Our initial Transition Report indicated that we would undertake the work described below in italics, however, a reprioritization of duties had to occur when at the 13 November Senate meeting, the Committee was assigned the work of making recommendations to Senate on the development of an institutional framework for online and technology-supported learning by March 2024. The duties have been updated to include the reprioritization of the MPHEC Online and Technology-Supported Learning Framework. The text in normal font underneath each italicized item is the actual work we undertook this year.

1. In accordance with duty #1, deliver presentation to the Board on February 8, 2024, sharing “A Day in the Life of an Academic”

Building on the advocacy started by the Committee in 2022-2023. Rachel Brickner and Lauren Wilson Finnis provided a general education presentation to the Board of Governors on February 8, 2024, on behalf of the committee. The presentation titled, “Understanding the Work of an Acadia Faculty Member,” was prepared collectively by the committee members, and captured the general activities a faculty member contributes to the institution, as required by the Collective Agreement, in the three areas of Teaching, Scholarly Activity, and Service. The presentation then highlighted “what makes the Acadia experience unique” in carrying out these activities, given the size, focus, and values we hold at the institution.

A key message of the presentation was that the role of a faculty member feels like wearing three hats, or doing three distinctly different jobs, and a common feeling among faculty is that they are stretched thin when trying to balance Teaching with Scholarly Activities and Research. What Acadia faculty members really need is more quality time to do what they are good at and at the highest quality level they strive for.

The presentation was well received by the Board, with President Hennessy sending a thank you note to the presenters that highlighted the impact. He shared, “I really appreciated the central thesis of – we have great faculty who are committed to doing all these parts of the job well but it’s more work to do this at Acadia and we need time and resources to do it. I think this landed well and certainly helps Kate [Ashley, VP-Academic and Provost] and me champion support for faculty going forward.”

The presentation slides can be made available by the committee chair upon request.

Additionally, as a result of the committee’s work over the last few years, the Chair of the Faculty Support Committee has been also added to the membership of the Academic Resources Committee of the Board and attended the April 2024 meeting.

2. In accordance with duties #2 and #3, conduct a survey of faculty on use of educational technologies in their classes. The objectives of the survey would be to:

- a. Create an inventory of tools and applications currently being used across the campus***
- b. Identify costs associated with the technology for students and the institution***
- c. Identify gaps where faculty would like to utilize technology if it were made available***
- d. Ask faculty members to report on potential barriers to accessibility created by using the technology***

The MPHEC Framework recommendations presented to Senate in April include the recommendation for this outreach work to continue as a priority into next year in alignment with required activities for the creation of Acadia's MPHEC Online and Technology-Supported Learning Framework. The committee has committed to leading this work as a duty for 2024-25.

- 3. In accordance with duty #4, provide a recommendation for the creation and design of an internal teaching award program that provides faculty members, at various stages of their career, the opportunity to receive university-wide recognition and lay the foundation for applications to external teaching awards***

This item was discussed at various meetings throughout the year but has been tabled due to the reprioritization of the MPHEC Online and Technology-Supported Learning Framework. There was consensus from the committee around the following:

- There is need for a centralized institution-wide teaching awards program at Acadia and to align application requirements with those for external teaching awards to better position Acadia faculty for external teaching recognition
- Prior to making recommendations on teaching awards, we should first address:
 - Alignment of Faculty/Deans Teaching Awards at Acadia
 - Clarity around the positioning of the ASU and Alumni Teaching Awards
 - Increased support for faculty on awards applications and dossier creation

Additional: In accordance with duty #5, to consider such matters as Senate may from time to time entrust to the Committee.

At the November 13, 2023, Senate meeting, the following motion was passed:

It is moved that the Senate Faculty Support Committee will make recommendations on developing an institutional framework for online and technology-supported learning and will report back to Senate by the March 2024 meeting.

The motion led to a reprioritization of duties for the year, with this work taking up the greater part of the Committee's time in 2024 so far. Actions taken by the Committee have been summarized in the recommendations presented to Senate at the April 2024 Senate meeting and included below. This work will continue to be prioritized by the Committee for the upcoming year, with the recommendations shaping next year's activities.

MPHEC Online and Technology-Supported Learning Framework: Faculty Support Committee Recommendations
March 25, 2024 (Presented to Senate at the April 2024 Meeting)

Responding to the motion passed at the November 13, 2023, meeting. The Faculty Support Committee (FSC) has prepared recommendations for developing an institutional framework for online and technology-supported learning as required by the MPHEC.

Background

The MPHEC has required that by May 2026, all Maritime universities will have developed and submitted an institutional framework for online and technology-supported learning that is aligned to the MPHEC's *Guidelines for Institutional Frameworks for Online and Technology-Supported Learning*.

By that date, all institutions have updated relevant policies and practices to align with their framework and should submit to the Commission a copy of their framework and confirmation of Senate approval.

Starting May 2027, once each Maritime university has had its framework vetted by the MPHEC and implemented internally, it will no longer be required to submit a program proposal to change an existing in-person program to online delivery.

Actions taken by the Faculty Support Committee (FSC) to date

In January 2024, the Online and Technology Supported-Learning Working Group was created, chaired by the Vice-Provost, Teaching and Learning Excellence, and reporting to the FSC. Committee membership is included at the end of this document.

The working group met on January 24, 2024 (virtually) and February 26, 2024 (Wu Welcome Centre), and used the MPHEC Guidelines criteria to report on current Acadia policies, processes, procedures, and to identify responsible units in the development and delivery of online and technology supported learning, as well as to make recommendations for how to move forward in the creation of the framework. From the information collected, the FSC has made the following observations:

- The institution needs to develop a position on the use of alternative teaching modalities such as online, hybrid, and hyflex as part of undergraduate program and course delivery;
- Open Acadia is currently the primary unit supporting and overseeing fully online learning delivery and development. It needs to be better understood how Open Acadia courses (intersession and continuous intake) fit within the framework and generally whether the framework applies to Open Acadia course offerings, especially to those taught in intersession. Open Acadia is governed by the Board of Open Acadia, a committee of Senate, and the AUFA 16th Collective Agreement;
- There are identified gaps in oversight, support, and policies around the use and approval of learning technologies;
- Acadia is required to develop a framework for the MPHEC to support “if” our institution were to submit program modification proposals to move programs online. It is not a requirement that we establish online programs, just that we have the infrastructure and approval process in place if any programs want to move in that direction.

Recommendations

Although the institution has not formally developed an online learning program, students and faculty members are already engaging in online teaching and learning in informal ways. Whether is it by taking or teaching courses through Open Acadia, transferring in online credits from other institutions, seeking department approval for virtual

teaching, or experimenting with the use of learning technologies and hybrid learning activities during in-person course offerings, our Acadia community is already widely engaging in various forms of digital learning.

The FSC and Working Group recognize that it is not their responsibility to make recommendations on whether online programs and courses should become available as part of undergraduate degrees. These decisions would require collaboration between the senior administration, Senate, and AUFA. This collaboration would need to include a commitment to financial and support resources, as well as modifications to the Collective Agreement.

The FSC does see the following activities falling within its responsibilities:

- To collect faculty input into the development of an online learning program and support for alternative course modalities and report this information to Senate.
- To collect faculty input on the use of learning technologies and to submit policy recommendations to Senate that would support the MPHEC framework
- To develop a recommended framework for Senate review as required to meet MPHEC requirements

Whereas the MPHEC has stated the development of a framework as a requirement for all institutions, the Faculty Support Committee makes the recommendation to assign the following activities to the Faculty Support Committee to take place simultaneously during the 2024-2025 year:

1. **To collect and report on faculty input into a) if and how academic units should develop and deliver online courses and programs and b) the use of learning technologies in existing courses;**
2. **To continue the work of the Online and Technology-Supported Learning Working Group in the development of a recommended framework based on best practices “if” the institution were to begin to accept proposals for course and program delivery mode modifications.**

The Faculty Support Committee would report back to Senate on these initiatives by the March 2025 meeting.

REPORT OF THE GRADUATE STUDIES COMMITTEE (SCGS) – JUNE 2024

Committee members (2023-24)

Redden, A (Fall); Currie, S (Winter) -AVP RIGS, Chair	
Aylward, L (Education; PhD program)	Biro, A (Social & Political Thought)
Barr, S (Geology)	Blythe, S (Theology)
Sweatman, M (Fall); Donnelly, G (Winter) (Community Development)	
Mallory, M (Biology)	
Faraone, N (Chemistry)	Rudrum, S (Sociology)
Mendivil, F (Mathematics & Statistics)	MacKinnon, G (Education; MED program)
Mutlu, C (Political Science)	Pinder, K (English)
Champod, AS (Fall); Price, L (Winter) (Psychology)	Snyder, M. (Applied Geomatics)
Shakshuki, E (Computer Science)	O'Driscoll, N. (Environmental Science)
Shields, C (Applied Kinesiology)	Demaires-Smith, J (Student Rep - Science)
Delaney, A (Student Rep - Arts)	Taylor, A (Student Rep - Theology)
Murray, T (Student Rep - Prof. Studies)	

The Senate Committee on Graduate Studies (SCGS) met on 10 October 2023, 29 January 2024, and 10 April 2024. As is the practice of the Committee, uncontentious curriculum items were dealt with via electronic communication. During 2023/2024, curriculum recommendations to Senate, via SCGS, came from Computer Science, Sociology, Political Science, Psychology, and Education.

Committee Activities

- Graduate Coordinators conducted duties associated with the programs they coordinate as per the document entitled 'Graduate Program Processes for Graduate Applicants/Students - Graduate Coordinator Roles'.
- Graduate Coordinators served on a range of award and scholarship adjudication sub-committees (N=6): SHRC/CIHR Master's awards, SSHRC Doctoral awards, NSERC Doctoral awards, NSERC Master's awards, ResearchNS Scotia Scholar awards, and NS Research & Innovation Scholarship awards.
- The Dean of Pure and Applied Science served on the Acadia Outstanding Master's Research Award committee given there were several nominations to consider.
- A process for tracking and reporting on progress of part-time Masters students to ensure duty-of-care and greater completion success was approved by the committee and is awaiting Senate approval at the June meeting.
- With regards to the thesis defence process, the Guide for Chairing Master's Theses, the Thesis Preparation Guide for students, the Request for Defence form, and the External Examiner Report form were revised after receiving recommendations from committee members. With guidance from Ann Smith, Academic Librarian, a Thesis Publication Withhold Request form was also developed for graduate and PhD theses.
- A Graduate Thesis Supervision Conflict Policy was reviewed and approved by this committee and then later approved by University Senate at their May meeting.

- The meeting held in April was dedicated to (1) having representatives from Acadia International provide answers to questions posed by this committee in regard to International students, recruitment, and available Acadia resources and (2) discussing our current funding model for supporting graduate students – both domestic and international. Discussions will continue into next year. Following the meeting, the committee reviewed and approved additional wording on entrance requirements to graduate programs including information on our ability to provide funding. Having this information available to applicants will make the admission process more transparent.

Workshops provided: several CGS Masters - CCV workshops were led by David Bruce, STX, for all four Maple League Universities in the Fall.

Update on new graduate programs

MPHEC conditionally approved project and coursework options for the Master of Computer Science degree program.

Update on admissions

As of 12 June 2024, 1174 graduate admission applications have been received for the 2024/25 academic year through Acadia's Admissions Portal (Slate). We've currently had 113 new students confirm their enrollment for this upcoming academic year - 33 of which are international students.

Graduate Student Awards

Acadia Outstanding Masters Research Awards

- FA – Diane Chin, MA English
- FPS – Kimberly Hart, M.Ed. Curriculum Studies
- FPAS – Olivia Cleary, MSc Psychology

Governor General's Gold Medal recipient – Dotun Olutoke, MCD

*NOTE: There have been other awards provided through the Tri-Council CGS Masters program. However, we are unable to make an official announcement until we have the Minister's approval to do so.

Thesis Defences and Coursework Degrees

The number of students who completed their graduate degree requirements in thesis-based and coursework only degrees since May 2023 are as follows:

- Faculty of Arts (Master's Thesis) = 5
- Faculty of Science (Master's Thesis) = 22 ; M.Sc. GEOM (Coursework) = 5
- Faculty of Professional Studies (PhD Thesis) = 1 ; (Master's Thesis) = 4 ; M.Ed. (Coursework) = 105

During 2023-24, numerous faculty served in the role of Chair at one or more graduate level thesis defenses. The Graduate Studies Committee and RIGS thanks the volunteer Chairs and all other defence committee members for their time, efforts and leadership in supporting the research outcomes and experiences of graduate students at Acadia.

Future Plans

- A review of Graduate Studies - Support Services, is scheduled with a timeline of September 2024 – November 2025
- Further discussion on the funding model for graduate students
- Review graduate student fee structures and make recommendations to the Finance department by December 2024.

Respectfully submitted,

Suzie Currie (she/her/hers)

Associate Vice-President Research, Innovation and Graduate Studies (interim)

Chair, Senate Committee on Graduate Studies

REPORT OF THE SENATE HONOURS COMMITTEE – JUNE 2024

Yearend Committee Membership:

AVP Research, Innovation & Graduate Studies: Suzie Currie (ex-officio)	
Registrar: Mark Bishop (ex-officio)	Arts: Andrew Davis (Chair; 2023-24)
Arts: Jennifer MacDonald	Prof. Studies: Michelle Boyd
Prof. Studies: Kelly Dye	P&A Science: Ying Zhang
P&A Science: Morgan Snyder	Honours Student (Arts): Isabel Drouin
Honours Student (Prof. Studies): Juliana LeBlanc	Honours Student (P&A Science): April Sharpe

Review of Activity

The Senate Honours Committee most recently met on February 12th. It was a year of transition for the committee, with Dr. Suzie Currie replacing Dr. Anna Redden as AVP RIGS.

The committee's main business was adjudicating and awarding HSRAs, which was successfully completed. The committee approved the AVP RIGS to investigate combining this activity with other undergraduate adjudication activity on campus to generally reduce volumes of committee work. Several small quality of life improvements to the HSRA process were also put forward, to be implemented in the next HSRA cycle.

The committee also undertook to fill vacant student positions that had not been appointed by the ASU by reaching out to known students directly and asking the ASU subsequently for their approval. The celebration of student research event held in September was, unlike in prior years, not carried about through this committee, as it expanded to include graduate research.

Future Plans

Generally, the business of the committee has largely dealt with the undergraduate honours student experience and how to improve such. It is expected that this will continue to be the primary business of the committee. Formalizing changes in the appointment of students to the committee, continually seeking improvements in the HSRA process, adjudicating the HSRAs, and likely contributing to the strategic research plan development are all likely topics next year. More substantive changes are likely to await completion and consideration of the new strategic research plan.

Respectfully submitted,

Andrew Davis, Chair

REPORT OF THE SENATE AD HOC COMMITTEE ON MICROCREDENTIALS – JUNE 2024

Members:

- Jeffrey Sachs (chair)
- Kate Ashley
- Benjamin Morris
- Lisa Price
- Christianne Rushton
- Danny Zacharias
- Layperson (vacant)

Duties:

1. To examine the matter of microcredentials from the perspective of Senate;
2. To determine the role of Senate in the creation and on-going supervision of micro-credential programs;
3. To determine whether these programs fall under the jurisdiction of an existing standing committee or whether a new standing committee needs to be created.

The committee met once this year on October 30, 2023. Discussion continued via email and resulted in an early draft of the motion being presented to Senate on November 13, 2023. Based on feedback from Senators, the motion was tabled pending revisions. Additional discussions with Senators and Unit Heads were held throughout the winter. A final draft of the motion was presented to Senate on March 11, 2024 and was adopted. It reads as follows:

“It is moved that all microcredential programs offered by Acadia University, as defined in this motion, fall under the jurisdiction of Senate. Furthermore, it is moved that all policies related to the creation, approval, discontinuance, and oversight of microcredential programs be vested in the authority of the

Board of Open Acadia Committee, excepting those offered by the Acadia Divinity College. These policies shall be presented to the Senate for approval. Furthermore, it is moved that the Board of Open Acadia shall present annually to Senate a report containing details of these programs, including but not limited to information regarding the creation, elimination, or redevelopment of microcredential programs, registration and completion rates, and participant feedback.”

The motion as passed also contained a set of definitions to guide its implementation, which reads as follows:

“Definitions:

A microcredential is a certification offered by Acadia University that:

- Recognizes a competency or skill earned through a short-duration or applied learning experience that aligns with sector, employer, profession, community, or learner needs;
- Involves a formal assessment that participants have achieved a level of competence or met a particular standard of performance;
- Includes a Letter of Completion that verifies to the public that the learner has achieved a level of performance in completing all tasks as part of the microcredential program that would indicate proficiency;
- Does not confer on the learner any credit nor contribute toward the completion of an Acadia University certificate, degree, or diploma;
- Is not being offered by Acadia University at the direction of an accreditation or regulatory body; and
- Is not a learning activity offered by academic or administrative units of Acadia University to employees for the purposes of professional development, training, or other similar opportunities.”

Because of the passage of this motion, the Senate Ad Hoc Committee on Microcredentials has completed the duties assigned to it by Senate and may be dissolved.

SENATE NOMINATING COMMITTEE

YEAR END REPORT FOR 2023-24

Committee membership: Jeff Hennessy (*ex-officio*), Ian Wilks (Arts), Cliff Stanley (P & A Sc. and Senator), Caroline Cochrane (P & A Sc.), Nicholas D'Amato (Prof. St. and Senator), Jeff Torbert (Prof. St.) and Paul Doerr (Arts and Senator and committee Chair).

Committee mandate:

1. To nominate for the April meeting of Senate the Chairperson and Deputy Chair of Senate, for election by Senate in May, to take office the following July;
2. To nominate for the May meeting of Senate, to be elected by Senate and take office in July; (a) candidates to fill the non-*ex officio* positions on the Executive Committee of Senate; (b) candidates to fill annual vacancies designated for the Senate on ad hoc and standing committees of Senate; (c) lay persons to be members of Senate; (d) a person to fill the Office of Faculty Elections Officer;
3. To act upon such other matters as may from time-to-time be referred to it by Senate;
4. In extraordinary circumstances dictated by time constraints, the Nominating Committee will recommend to the Executive Committee of Senate, the name(s) of a Senator(s) to specific-Senate and/or other University Committees.

The committee met once this year on February 2, 2024, by Teams. Many emails were also circulated regarding nominees for various positions. The committee found nominees for all specified positions and the nominees were duly acclaimed.

Paul Doerr

REPORT OF THE AD HOC NURSING PROGRAM STEERING COMMITTEE – JUNE 2024

Current committee membership (alphabetical):

- Kate Ashley, VP Academic (Interim)
- Corinne Haigh, Dean, Professional Studies (Chair)
- Jeff Hooper, Dean, Pure and Applied Science (Interim)
- Matt Lukeman, Department of Chemistry, Faculty of Pure and Applied Science representative
- Maggie Neilson, Vaughan Memorial Library
- Roxanne Seaman, School of Kinesiology, Chair, Senate Curriculum Committee (Policy)
- Sam Taylor, VP Academic and External for the Acadia Students' Union
- Janna Wentzell, School of Kinesiology, Faculty of Professional Studies representative
- Ian Wilks, Department of Philosophy, Faculty of Arts representative
- Brian Wilson, Department of Biology

Invited guests (alphabetical):

- Mark Bishop, University Registrar (guest)
- Steve Iduye, Assistant Professor and Chair, CBU/Acadia Nursing Campus Expansion Department, Cape Breton University (guest)
- Shawna Singleton, Academic Program Development, Quality Assurance, and Planning Coordinator (guest)
- Sue Venter, Nursing Practice Educator, Cape Breton University (guest)

The ad hoc Nursing Program Steering Committee has met three times since it last reported to Senate (March 5th, April 9th, and June 7th).

Admissions and progression

We have filled all of our Direct Entry (target 42 – 46 admitted), Advanced Standing (target 12 – 13 admitted), and LPN (target 12 – 13 admitted) seats for 2024-2025. We have 18 direct entry students from the 2023-2024 cohort progressing to term 3, and we will gain one student who is transferring from CBU bringing this total to 19 students progressing from term. We also have 3 students who may be able to re-enter the program in either Fall 2024 or Fall 2025. Currently, we are well on track to have a graduating class of 42 for the first cohort and 63 in subsequent cohorts. We did not meet our target of filling 50% of seats with students from designated groups. While we had sufficient interest in the program to fill these seats, our conversion rate was not as strong. This will be a point of focus for all partners in the Nursing program as we move into the next admissions cycle.

Timetable and registration

Term 1 and Term 2: All incoming direct entry students are now registered in term 1 and term 2 classes and we remain in communication with all partner units (Biology, Chemistry, English, Mathematics and Statistics, Philosophy, Psychology, and Kinesiology) to address any issues related to space in course and lab sections. Units that required additional resources in order to accommodate the change from 21 to 42 direct entry students have received those authorizations.

Term 3, 4 and 5 planning: 2023-2024 direct entry students and 2024-2025 advanced standing students have been registered in term 3 and term 4 courses. 2024-2025 LPN students have been registered into their term 3 classes at Acadia along with the 2 asynchronous online courses that they will take via CBU as part of the LPN pathway. They will then join the 2023-2024 direct entry students and 2024-2025 advanced standing students in term 4.

Failure to Progress Policy

Once again, CBU arbitrated this policy and evaluated transcript information provided by Acadia. There are 3 tiers to this. Students were advised appropriately depending on whether they were classified as “Failure to Progress” 1, 2 or 3. No additional students were assigned a FTP status after term 2.

We provided some options for students who were previously in an FTP 1 or FTP 2 status so that they could work towards meeting program requirements (e.g., courses offered during intersession for students to retake).

Clinical Placements

All term 3 clinical placements, taking care in local long-term care facilities, have now been confirmed. Sue is working with partners at Nova Scotia Health to identify acute care sites for term 4 placements. We are working with the CBU clinical placement team to learn how to navigate the HSPnet software that is used to formally record these placements. A Townhall meeting was held with students entering term 3 this fall 2024 to discuss clinical prerequisites, forms, deadlines, etc. The session was recorded for later viewing by students.

Infrastructure and equipment

Plans for Emmerson Hall renovations continue to be on track. We have completed all ordering for Nursing specific equipment for phase 1 (the clinical lab space on the second floor of Emmerson), phase 2 (the simulation rooms on the first floor of Emmerson), and most of phase 3 (smaller items and consumables for terms 3 and 4). Maggie Neilson, our Nursing librarian, confirmed that we have initiated multiple nursing-specific database/online tool subscriptions and have acquired almost 200 print and electronic monographs to support the full spectrum of Nursing course content. This collection will continue to grow annually.

Hiring and Operational agreements

Our Vice President Academic (Interim) continues to work on an Operational Agreement between Acadia and CBU. Work on the current document, which clarifies roles and responsibilities on both sides, began in earnest in February and will likely be approved soon.

A search for the inaugural Director of the School of Nursing is underway. Receipt of applications closed May 24 and 4 applications were received. The search committee created a short-list of 3 candidates which was shared with the ad hoc Senate Steering Committee as they represent the “unit” carrying out the search, and the Committee approved the short-list by consensus. Interviews will occur on July 2, 3 and 4.

A search for an Administrative Assistant to the School of Nursing is also underway and the date for receiving applications has passed. The Dean of Professional Studies is working with Human Resources to short-list applicants. The goal is for this hiring process to be complete as soon as possible.

A 4 party MOU between Acadia, CBU, AUFA and CBUFA has been drafted, which establishes a hiring process for Assistant Professors and Nursing Practice Educators. Two tenure-track hires will happen this year (for 2024-2025) with four next year (for 2025-2026). These first two faculty members, initially hired as CBU employees, will transition to Acadia University. The call for applications for the tenure-track hires had already closed at the time of our meeting, and the call for applications for the Nursing Practice Educator positions just closed on June 10th. Parties at both Acadia and CBU have begun the process of constituting these hiring committees in anticipation of the agreement being signed.

Recommendations to Senate

The Senate ad hoc Nursing Program Steering Committee passed the following motions at its June 7th meeting:

1. The Senate ad hoc Nursing Program Steering Committee recommends to Senate that we continue as an ad hoc committee until Acadia has a stand-alone nursing program. Moved by Brian Wilson/seconded by Jeff Hooper. The motion carried.
2. The Senate ad hoc Nursing Program Steering Committee recommends to Senate that once we have a Director on site, they be added to this committee as a voting member. Moved by Jeff Hooper/seconded by Roxanne Seaman. The motion carried.

Respectfully submitted,

Corinne Haigh
Chair, ad hoc Nursing Program Steering Committee
Dean, Faculty of Professional Studies

REPORT OF THE RESEARCH COMMITTEE TO SENATE – JUNE 2024

Committee Members:

Suzie Currie	AVP RIGS (interim) (ex-officio)
Can Mutlu	Arts
René Murphy	Professional Studies
Spencer Boersma	Theology
Ann Smith	Library
Leslie Frank	Canada Research Chair
Molly Sutherland	Graduate Student
Samantha Munro	Honours Student
Vacancies: Pure and Applied Science, Director of a Research Centre	

Brief Outline of activities 2023-24

The Committee met once each term in 2023-24. Dr. Anna Redden chaired the Fall meeting and Dr. Suzie Currie became chair in December 2023 until June 2024, and chaired the Winter meeting. The two main activities were Research Data Management and the Strategic Research Plan.

Research Data Management (RDM): The Institutional Research Data Management Strategy was completed in September 2023 in collaboration with the Vaughn Memorial Library. With ACENET, the Library and RIGS hosted a well-attended RDM Workshop for students and faculty and the Acadia Borealis Dataverse data repository was launched (May 2024).

Strategic Research Plan (SRP): In early Winter 2024, we began the process of Strategic Research Plan renewal. We formed an *ad hoc* SRP Working Group where all members of the Senate Committee were invited to participate. The plan is close to completion. The Committee will meet again in August to review the work of the Working Group with the hope that the SRP will be presented to Senate in September 2024.

Upcoming Plans:

The Committee will be engaged in finalizing the Strategic Research Plan (2024-29) later this summer and into the early Fall.

Respectfully submitted,

Suzie Currie (she/her/hers)

Associate Vice-President Research, Innovation, Graduate Studies (interim)
Chair of the Senate Research Committee

REPORT OF THE RESEARCH ETHICS BOARD TO SENATE – JUNE 2024

For the period 1 May 2023 to 30 April 2024:

Committee membership: Nathan Grieve (Pure and Applied Science, from April 1), Stephanie Jones (Pure and Applied Science, until Jan 1; Interim Chair, from Jan 1), Michael Jeffrey (Community), Ryan MacNeil (Professional Studies), Stephen Maitzen (Chair, until Jan 1), Melody Maxwell (Theology), Cheri Killam (Community), Shon Whitney (Community), Rebecca Casey (Arts), Tristan Murray* (Graduate Student Representative, from April 1), Suzie Currie* (RGS, *ex officio*, from July 1), Anna Redden* (RGS, *ex officio*, until June 30).

* non-voting

Meetings and review of applications: The Research Ethics Board (REB) met monthly through Microsoft Teams and/or in-person on 12 occasions and reviewed 72 new formal applications for ethics approval. The Chair (Stephen Maitzen and Stephanie Jones (interim, from Jan 1)) also reviewed numerous formal requests from researchers to approve changes to previously approved research.

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

Training of members: Each newly appointed REB member receives a detailed written orientation from the REB Chair describing the new member's duties and the REB's procedures and provides further consultation (e.g., meetings, discussion), where requested.

Ad hoc advisors: Ad hoc advisors are appointed only when the REB judges that it lacks the knowledge needed to review a particular application. The REB judged that no ad hoc advisors were needed during the reporting period.

Appeals: None

Matters out of the ordinary: None

Transitional Chair for the summer: S. Jones

Other comments: None

Submitted by Stephanie Jones

REPORT OF THE SCHOLARSHIPS, PRIZES AND AWARDS COMMITTEE (SPAC) TO SENATE – JUNE 2024

SPAC COMMITTEE MEMBERS

Membership	July 1, 2023 - June 30, 2024
Arts	Can Mutlu
	Inna Viriosova
	Student Rep: Vacant
Professional Studies	Scott Landry (Committee Chair Oct 2023-present)
	Wenxia Guo
	Student Rep: Vacant
Pure & Applied Science	Andrew Mitchell
	Iain Beaton
	Student Rep: Vacant
Registrar or Delegate	Kim Rhymes, Administrator, Scholarships and Financial Assistance
Financial Aid Counselor	Candace Bird (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 2023-2024 on the following dates:

December 1, 2023 via Microsoft Teams

February 15, 2024 via Microsoft Teams (entrance scholarship process information session) via Microsoft Teams

March 6, 2024 via Microsoft Teams

April 22, 2024 via Microsoft Teams

May 23, 2024 via Microsoft Teams

Acadia's Student Assistance Program (ASAP) assisted 107 students in the 2023-2024 academic year and had a budget of \$250,000.

AGENDAS, DISCUSSIONS and CONCLUSIONS

The following represents the main agenda topics:

1. Awarding of 2024 Entrance Scholarships

Through the entrance scholarship process, 2411 prospective students were offered entrance scholarships or scholar-bursaries for the 2024-25 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 Governors' 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 2024-2025 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. The Committee made some minor changes to the entrance scholarship application forms.

2. Review of Committee Mandate

The Committee duties were reviewed. No changes were made.

3. Bursary Program Process:

No changes were made.

4. Scholarship Renewability:

No changes were made.

5. Entrance Scholarship Timeline:

The timeline for evaluating the entrance scholarships in March was discussed. Things ran smoothly.

Respectfully submitted,

Candace Bird
Secretary

Scott Landry
Chair

**REPORT OF THE TEACHING, INSTRUCTION HOURS AND EXAMINATIONS (TIE) COMMITTEE
REPORT TO SENATE – JUNE 2024**

Membership:

Mark Bishop (ex officio), Registrar

James Sanford (ex officio), Student Affairs

Hugh Chipman (chair), Pure and Applied Science – term ends 2024

Christianne Rushton, Professional Studies – term ends 2026

Bernard Delpeche, Arts – term ends 2025

Sadie McAlear, Student – term ends 2024

Duties: (from senate membership document)

1. to communicate the approved rules on instruction hours to all members of Faculty before the end of August of each academic year;
2. to recommend to Senate the approval of special requests as it deems valid, with supporting reasons;
3. to recommend to Senate new or modified policies and regulations pertaining to instruction hours;
4. to publish in the spring of each academic year, a time, a place and schedule of classes for the following year;
5. to make such amendments and corrections as may be deemed necessary in the timetable throughout the year;
6. to make recommendations concerning any changes in the scheduling of courses which, in its judgment, will more efficiently utilize the physical plant of the university without compromising academic needs;
7. to publish a timetable for December and April examinations;
8. to ensure that proper examination procedures are carried out;
9. to consider and to rule on all individual cases that may arise in the course of examination procedures and may deserve special consideration;
10. to recommend to Senate by the January meeting in each year the dates for the following academic year.

Meetings:

The committee met on May 12, June 7, October 2, October 30, November 20, December 12, January 30 and February 22.

Summary of activities:

1. Preparation and review of suggested Senate motions:
 - a. Change to convocation dates: *“That convocation be held on Thursday and Friday immediately before the Victoria Day long weekend, effective May 2024. The Thursday would fall on May 14 – 20.”* (June 14, 2023 Senate meeting, motion passed).

- b. Policy on scheduling written tests outside of class: *““That the following policy be adopted and communicated on the Registrar’s Office website: Scheduling written tests outside class will introduce conflicts of many kinds for a variety of students. These conflicts may be related to academics, extracurricular activities, employment, family commitments or other circumstances. For this reason, written tests should normally be held during scheduled class times. However, in exceptional circumstances, such as large multisection courses, scheduling written tests outside of class may be an option. When written tests are scheduled outside of class, the test dates and times must be announced in the syllabus at the start of term. The faculty member(s) scheduling the out-of-class test are responsible for accommodating all conflicts, providing students with an alternate time or date to write the test that resolves their conflicts.”* (June 14, 2023 Senate meeting, motion passed)
 - c. Amendments to “Principles for the Preparation of Academic Dates” (February 12, 2024 Senate meeting, motion passed; earlier versions of these motions did not pass at the January meeting of Senate). The amendments were to #4 (moving fall break week from the last week of October so it instead aligns with the Thanksgiving holiday) and #8 (making the “W” date relative to the end of term; it had previously been relative to break week). Modification to previously approved calendar dates for 2024 – 25 through 2027-28 were also approved to reflect this change.
 - d. Proposed Calendar Dates for 2028-29 (February 12, 2024 Senate meeting, motion passed).
2. Committee chair H. Chipman participated in a discussion with Senate on October 11, 2023, on contact hours during the academic term. This informed 1c and 1d above.
 3. Other issues discussed by the TIE committee:
 - a. Observance of September 30 and November 11 holidays when they fall on weekends. The current policy is that they be observed on the Friday prior to the date of the holiday. A change was not proposed. The next time these holidays fall on a weekend is the 2028-29 academic year.
 - b. Contact hours in the fall term. The combination of a mid-week start of classes (due to Labour day), 3 holidays and a week-long break in the fall mean that there are less than 36 hours of contact time scheduled in some years. The issue is more acute in the fall term than winter. The modification to Fall break (1c above) added 1 teaching day to the fall term.
 - c. Consideration of a policy on major tests or other in-class assessments during the last 2 weeks of classes. These discussions are ongoing and no recommendations were brought forward. As part of the discussion, feedback on the issue was sought from Deans, heads and directors.
 - d. Scheduling of classes. Perennial issues include limited classroom availability and concentration of course offerings between mid-morning and mid-afternoon.
 - e. Modifications to timing of orientation week. The committee heard plans for the redesign of orientation week and provided feedback to Student Services.
 - f. Timing of registration (discussion and informal feedback to Registrar’s office)

Respectfully submitted,

Hugh Chipman, Chair
June 12, 2024

Part-time Graduate Students - Completion of Degree Requirements

All graduate students are responsible for ensuring that their degree requirements are met (i.e., all courses completed and fulfilling the current academic standing requirements). Students should consult with their supervisor(s) for confirmation of degree requirements for their program.

Part-time graduate students (excluding MEd students and MAK Coaching students) must maintain continued enrollment in their graduate program each semester. Course registration is only completed once university fees are paid in full. Failure to self-register and pay the fees owing will result in discontinuation from the program.

The supervisor(s) of students who have become part-time students are expected to maintain supervision and monitor the progress of students to help ensure degree completion. Supervisors should meet with part-time students on a regular basis (at least once per semester). Meetings may include other members of the student's supervisory committee. The frequency of these progress meetings may vary in accordance with specific program policies and the needs of the supervisor and/or student.

A part-time student progress report [<hyperlink form here>](#) is to be completed when scheduled progress meetings take place. When the form is completed, a co-signed copy is to be shared with the student, supervisor, Graduate Coordinator, and the Department Head/School Director.

In cases where a graduate student is not making satisfactory progress with their degree (in the absence of circumstances that understandably delay progress), the supervisor(s) and Graduate Coordinator may make a request to the Associate VP Research, Innovation and Graduate Studies to have the student deregistered or dismissed from the program. In considering the request, the Associate VP Research, Innovation and Graduate Studies will request a meeting with the student to discuss the circumstances and then meet with the Graduate Coordinator and supervisor(s) to discuss possible next steps. A designate must be appointed in the case that the Graduate Coordinator is the supervisor of the student.

REPORT ON PART-TIME GRADUATE STUDENT DEGREE PROGRESS

This progress form has been developed to both track and support graduate student progress toward degree completion when the graduate program duration has extended beyond full-time status.

SECTION A: TO BE COMPLETED BY THE STUDENT

Date of Progress Report:

Student Name:

Student Number:

Graduate Program:

Program Start (month / year):

Program Duration (as per academic calendar):

Name of Primary Supervisor:

Name of Co-Supervisor (if applicable):

Prior or current Leave(s) of Absence (if any, start and end dates):

Date of last progress report (if applicable, month / year):

SECTION B: TO BE COMPLETED BY THE STUDENT

1. Describe the progress you have made during the past 4-6 months toward your degree completion. Include any deviations from the planned activities.
2. Describe any barriers to completion that you have faced or are currently facing. Specify actions that you feel would help to alleviate identified barriers.
3. Itemize the remaining stages of your degree and propose an updated timeline for completing them, with specific goals and activities for the remaining months.
4. Describe your recent and planned frequency of interaction/communication with your supervisor(s) and any additional supports or supervision/mentorship that you feel may be required for completion of the degree.
5. Provide any other details that may be relevant.

Please forward this form to your principal supervisor after completing the above.

SECTION C: TO BE COMPLETED BY THE PRINCIPAL SUPERVISOR

1. Describe the frequency and mode (in-person, TEAMS, etc.) of interactions between the student and the supervisor(s) and supervisory committee, if applicable since commencing part-time studies or since the last progress report. Have recent meetings on progress been constructive?
2. Describe any supports (training, financial, experiential, etc.) provided to the student since commencing as a part-time student and/or since the last progress report.
3. Comment on the student's progress since commencing part-time studies or since the last part-time student progress report.
4. Comment on the student's proposed goals and plans for degree progress (see SECTION B) and how you will provide supervisory support during the coming months.
5. Provide any other details that may be relevant.

When the progress report is fully completed and shared with the student, the shared version of the report should be signed by both parties.

.....

Signatures:

Both student and supervisor(s) have met to discuss recent progress and identified barriers (if any) and plans for ongoing supervision and program completion. No changes to this completed and shared progress report are to be made after the student has signed the report.

Student Signature (or type name):	Date:
Supervisor Signature(s) (or type name):	Date:

The principal supervisor will electronically send the completed and signed report to the following for their records:

- Graduate Student
- Graduate Coordinator
- Department Head or School Director
- Thesis Supervisory Committee (if applicable)

In cases where there are unresolved issues, the principal supervisor and Graduate Coordinator (or Head/Director) will meet to discuss the circumstances. Next steps may include meetings of the Graduate Coordinator (or Head/Director) with the student and, where needed, the Associate VP Research, Innovation and Graduate Studies.

SENATE CURRICULUM COMMITTEE (POLICY) MOTION

Motion to modify the section entitled “Minors” in PART V: ACADEMIC REGULATIONS AND POLICIES of the 2025-2026 Academic Calendar.

Minors

~~Students can declare a minor at any time but should do so before third year to ensure appropriate course selection and program plans.~~

Students must be in good academic standing to declare a minor.

Students can declare a minor at any time, from the Academic Units that offer minors, but should do so before third year to ensure appropriate course selection and program plans.

Academic Units offering minors are responsible for deciding the requirements of the minor, and which courses are eligible to be included in the minor.

Minors should be no fewer than 18h and no more than 24h in one subject area.

Students cannot obtain credit for more than 6h of 1000 level courses towards an 18h minor.

Graduate Program Entrance Requirements

From the Acadia University calendar page 14 (<https://registrar.acadiu.ca/AcademicCalendars.html>):

Candidates for admission to the graduate programs of Acadia University must possess an Honours degree or a four-year bachelor's degree from an approved university. Those candidates possessing a major in a field other than that of their graduate program will normally be required to take sufficient undergraduate courses to make up the equivalent of an Acadia undergraduate major. Special consideration may be given to those candidates wishing to change from one undergraduate field to a related graduate one.

Candidates must have at least a B- average (70%) in the courses taken in the major field in the last two undergraduate years (or 60h) of university study, including coursework in undergraduate degree(s) and any graduate work completed. Applicants to all MEd programs must have at least a B average (73-76%) in their final two years of full-time equivalent (60h) university study, including coursework in undergraduate degree(s) and any graduate work completed.

ADD THE FOLLOWING

It is expected that applicants will review the applicable graduate program website to learn about faculty research specializations and connect with possible research supervisors **before** applying to see what resources are available to them.

Admission is highly competitive, and the number of students admitted each cycle or year may vary depending on the applicant pool and resource availability. It is important to note that possession of the minimum requirements **does not** guarantee admission. Our programs are small to reflect our university tradition of personal contact and individual attention; unfortunately, we cannot accept all applicants, and excellent students are often not accepted. All prospective students are encouraged to apply and will be considered based on resource availability and evidence of probable success in their chosen program. The admitting average varies and can be competitive depending on the program of choice. For research-based programs, it is important to note that lack of faculty resources due to program over-capacity, or similar reasons, could also result in an unfavorable admission decision that is not related to the merit of the admission application. Applicants will only be considered for a program when a formal application, all supporting documentation, and the applicable application fee, is received.

Admission to research-based programs is centred on evidence of overall academic excellence, including in research ability, critical thinking, writing ability, and knowledge of and aptitude for the area of research interest. This evidence may be provided in applicants' transcripts (including both the courses taken and the grades earned), resume, confidential reference letters/on-line reference forms, writing sample, and/or statement of research interests.

Several programs have a requirement to identify/secure a willing Acadia supervisor prior to applying as a key piece of entry/admission.

For further details pertaining to a specific program, please refer to: <https://www2.acadiu.ca/admissions/graduate-application.html>

Offer of Admission

Students are expected to have sufficient means of financial support for the length of time normally required to complete the graduate program in which they intend to enroll.

The offer of admission is a contract with the student. There is currently **no** university-mandated minimum level of financial support for graduate students, although many graduate programs have established internal policies indicating such an amount such as our Master of Science in BIOL, CHEM, ENVS, GEOL and GEOM.

Students are encouraged to work with their supervisors, or Graduate Coordinators (in the case of our Master of Arts programs), to identify funding opportunities when funding is not noted in the offer letter. The Graduate Studies Office is not responsible for this and should not be contacted for funding.

All applicants to graduate studies are strongly encouraged to seek external funding support.

Graduate Application Retention Policies

Current sentence in the University Calendar on page 15: Documents submitted in support of an application for admission are retained by the University and are not returned to the applicant.

ADD THE FOLLOWING POLICIES

1. Applications that go unsubmitted will be deleted from our system when the deadline has passed for program consideration.
2. Submitted applications that are missing required supporting documentation and/or applicable application fee will be withdrawn when the deadline has passed for program consideration.
3. Applications requiring an Acadia supervisor's approval that are not submitted within 30 days of being started, will be deleted from our system.
4. Two (2) years after the start of the application year, any applicant not admitted to a program, will have their application and all personal data deleted from our system.
5. Those applicants that are admitted to a graduate program will have their application and personal data deleted from our system eight (8) years after being admitted.

Motion to approve the Modification to a Program: Master of Computer Science (with co-operative education option)

CONDITIONAL APPROVAL FORM FROM MPHEC:



MPHEC

CESPM

Maritime Provinces Commission de

Higher Education / enseignement supérieur
Commission des Provinces maritimes

May 17, 2024

[Mailed Electronically]

Dr. Jeff Hennessy
President and Vice-Chancellor
Acadia University
15 University Avenue
Wolfville, NS B4P 2R6

Dear Dr. Hennessy

Subject: Modification — Master of Computer Science (with co-operative education option), Acadia University

I am writing to inform you that your institution's proposal for modifications to the above-noted program has successfully undergone a Stage I Assessment and is therefore approved, with the following conditions to follow up on commitments made in the proposal and subsequent correspondence:

1. Prior to implementation, by June 30, 2024, Acadia provide confirmation that the tenure track hire planned to start as of July 1, 2024 has been realized (the CV of the successful candidate should be provided).
2. Prior to implementation, by June 30, 2024, Acadia provide confirmation (Academic Calendar entry, website excerpts, etc.):
 - a. That all 3 program streams (thesis, project, and coursework) are required to complete coursework in each of the following three categories: theory, applications and systems.
 - b. That the Research Methods course is required for all students.
 - c. Of the courses / course options that will be available to students for 2024-2025.

d. That cross-level courses to be offered in the program will align with the following MPHEC parameters for such courses (other parameters for cross-level courses have already been confirmed met / to be met with the program design):

i. Cross-level courses at the graduate level have enhanced content, assignments and -learning outcomes than in the undergraduate version (a copy of the undergraduate and graduate syllabi should be provided for each cross-level course showing the differences, preferably with highlighting or using the "Track Changes" feature of Microsoft WORD, or an equivalent).

ii. A cross-level course cannot be completed in a graduate program if the student previously completed the undergraduate version of the same course. i i i . Cross-level courses cannot comprise more than 1/3 of courses in a student's program.

e. The program description no longer references an 8-month program duration.

3. By April 30, 2025, Acadia provide confirmation of the new dedicated graduate-level courses that have been developed (course syllabi and academic calendar descriptions should be provided).

Please note that students enrolled in this program should be reported using the following PSIS codes:

Name of Program	CIP*	Program Type	Credential Type	Program Category
Master of Computer Science (with or without co-op)	11.0701 — Computer Science	59 - Graduate program (second cycle)	04 Degree	00110 - Computer Science

* Classification of Instructional Program (CIP) codes

In addition, students enrolled in a co-op program should be reported as '1' at PSIS element SP5070, and the duration of the co-op work terms should be reported at elements IC3140 and IC3141.

Finally, as per the Commission's policy on quality assurance, all approved programs are expected to undergo an external review after one or two cohorts have graduated, normally by year three of operation for a master's degree, to be undertaken by the submitting institution. The Commission reserves the right to seek, from time to time, evidence that an external review has occurred.

In closing, I wish you and your colleagues the very best in the implementation of this modified program.

Yours sincerely,

Catherine Stewart
Chief Executive Officer
CSIks

cc: Kate Ashley, Vice-President Academic (Interim)

Mark Bishop, Registrar

Shawna Singleton, Academic Program Development, Quality Assurance, and Planning Coordinator

Acadia University Senate Curriculum Committee (Administrative) 2022-2023

Form 4: Proposed Modification to a Program

Department/School:	Jodrey School of Computer Science
Presented to Faculty Council?	At future meeting
Date presented to Faculty Council:	Click or tap to enter a date.

Program / Rationale	
Program being modified:	Master's of Science in Computer Science
<p>Briefly (in one paragraph) outline the nature of the changes you are requesting to your program.</p> <p>These changes are based on the conditional approval from MPHEC for the MSc COMP programs.</p>	
<p>Briefly state the reason for requesting this modification. Please be specific.</p> <p>The changes to the COMP MSc (thesis, project, course-based) were passed in the 2022-23 Academic year. We have received conditional approval from MPHEC based on making some changes to the program. This modification document has the changes required by MPHEC.</p>	

Anticipated Impacts & Consultations	
Will this modification alter, in any substantive way, the way your program is currently delivered?	<p>Yes</p> <p>If you chose 'No', you may skip the rest of this section.</p>
<p>If you chose 'Yes', briefly state how the modification will change the nature of your program below.</p> <p>We have yet to enrol students in the project and course-based versions of the MSc, so this will not change the way in which they are currently offered. MPHEC now requires students in the thesis-based version of the MSc to have courses from three different topic areas (applications/systems/theory) and at most 1 course that is cross-listed with an undergraduate course. Those changes will be included here.</p>	
Are the effects of this program restricted to your own Department/School?	No
Has the proposed modification been discussed with students?	Yes

Do students approve of the modification?	Yes
<p>If you answered 'No' to any of the last three questions, please explain.</p> <p>A larger enrolment in Computer Science generates benefits outside of our School, such as a larger graduate student population at Acadia, students to participate in projects lead by the Acadia Institute for Data Analytics as well as commercial companies in the Atlantic Canada area. Often Masters students are missing one or two undergraduate prerequisites in Computer Science or Mathematics and are therefore required to take these during the first year.</p>	

New Calendar Description
<p>Please provide the updated program description as it should appear in the University Calendar. Please include the program and graduation requirements.</p> <p>MASTER OF SCIENCE IN COMPUTER SCIENCE</p> <p>For all graduate degrees in Computer Science:</p> <ul style="list-style-type: none"> - Students must take at least one course from each of three different topic areas in computer science – applications, systems, and theory. - Students are limited to at most 1/3rd of their courses (excluding 0 credit hour courses) being cross-listed with undergraduate courses. Specific limits will be noted below for each degree option. - Students cannot take a graduate course that is cross-listed with an undergraduate course for which they already have an Acadia credit. <p>Thesis Option</p> <ul style="list-style-type: none"> - COMP 5923 (Research Methods in Computer Science) - 12h of COMP courses at the 5000+ level * At most one cross-listed graduate course - COMP 5960 – Thesis <p>Students must have a supervisor at all times. The supervisor will approve certain decisions related to the course selection described below, direct research related to the thesis topic, evaluate the student's progress, and help to select members of the thesis examining committee.</p>

The program normally requires two years of study.

Graduate students must prepare a short formal thesis proposal as part of COMP 5960 to be approved by the School. The proposal must be submitted at least six months prior to the thesis defence.

Project Option

- COMP 5923 (Research in Computer Science)

- 15h of COMP courses at the 5000+ level

- * At most two cross-listed graduate courses

- COMP 5950 – Project

The program normally requires 12-16 months of study. Students must have a supervisor when enrolled in COMP 5950. The supervisor will approve the research project, direct the student's work, and evaluate the student's progress.

Graduate students must prepare a short project proposal as part of COMP 5950 to be approved by the supervisor before work begins. Graduate students must prepare a concise project report and present their work to the school through a short talk and/or demonstration.

Course Option

- COMP 5923 (Research in Computer Science)

- 21h of COMP courses at the 5000+ level

- * At most two cross-listed graduate courses

The program normally requires 12-16 months of study

General

Graduate students requiring undergraduate makeup courses need to complete those courses by the end of the first year (unless there is a scheduling conflict, in which case they must follow the advice provided by the supervisor and the Graduate Coordinator). In some instances, students may be given more time to complete the undergraduate requirements. However, all undergraduate and graduate level courses must be completed by the end of the second year with a minimum grade of B- in each course.

Financial Assistance: See the Graduate Awards section of this calendar. In addition, prospective graduate students are strongly urged to apply for any nonuniversity awards. Students who are Canadian citizens or permanent residents are urged to apply for Natural Sciences and Engineering

Research Council Awards. Citizens of Commonwealth countries should make application in their own countries for Commonwealth Scholarships for tenure at Acadia University.

Co-operative Education: A Co-operative Education Option is available to students who are enrolled in the Master of Science in Computer Science program. Co-op offers eight months of work experience in industry while students are completing the requirements for their degree. Students must complete two 4-month Co-op work terms to graduate with the Co-op Option. Work terms are non-credit courses, graded as pass or fail, and are over and above the required courses for the degree. They are not considered as replacement courses. Students enroll in Co-op in September of their first year of study. Two terms of study must be completed prior to the student's first Co-op term. Co-op terms must be completed prior to the student's final full term of study.

Impacts on Courses

Will this program change result in the addition of any new courses?	Yes
--	-----

If you chose 'Yes', please list all new course numbers below, and fill out a **Form 1 New Course Proposal** for each.

MPHEC requires a rollout of dedicated MSc level courses, to come in the fall.

Will this program change result in the deletion of any existing courses?	Yes
---	-----

If you chose 'Yes', please list all deleted course numbers below, and fill out **Form 2 Proposed Course Deletion** for each.

Our current "generic topic" graduate courses will be deleted as new courses are added.

Will this program change result in substantive modifications to any existing courses?	No
--	----

If you chose 'Yes', please list all the affected course numbers below, and fill out **Form 3 Proposed Course Modification** for each.

Click or tap here to enter text.

Additional Information

Give any additional information that you feel may be useful to the Curriculum Committee in its deliberation.

These changes are the result of the conditional approval from MPHEC and are requirements for approval of the degree.