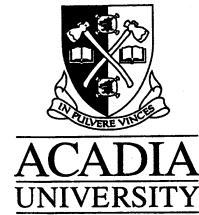


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Minutes of the Senate Meeting of Monday December 12th, 2022.

A hybrid meeting of the Senate of Acadia University occurred on Monday December 12th, 2022 beginning at 4:00 p.m., with Chair A. Kieft presiding and 40 Senators present and one guest. The meeting took place in the Langley Classroom, Divinity College, with 9 members attending in person and 31 members attending using Zoom.

1) Approval of Agenda

The Chair called the meeting to order, noting that there was quorum at present.

Motion to approve the agenda. Moved by M. Robertson and seconded by Vlad Zamlynyy.

The Chair asked to move item 4) c) up to Item 3 so that the guest, H. Chipman, could be present.

J. Fowles asked about the faculty engagement survey and the Chair confirmed that this survey would first be discussed by the Senate Executive sub-committee. Once it had been reviewed, a report would come back to Senate.

D. Seamone requested that one item be added to the agenda under 'Other Business'. This would be Senate Policy on Assessment Timing.

MOTION TO APPROVE AGENDA AS AMENDED CARRIED.

2) Minutes of the Meeting of Senate – Monday November 14th, 2022

Motion to approve the Minutes of Monday November 14th, 2022. Moved by D. Benoit and seconded by M. Robertson.

The Chair stated that a minor language change had been made at the top of page six of the minutes. 'H. Saunders offered to put A. Quema in touch with her colleagues in the Archives'.

MOTION TO APPROVE THE MINUTES AS REVISED CARRIED.

3) Three Motions from the Timetable, Instruction Hours, and Examinations Committee:

Motion #1: Motion that slots 32 (Tuesday 9:30 - 12:30), 34 (Wednesday 9:30 - 12:30) and 36 (Thursday 9:30 - 12:30) be moved to begin at 8:30am and end at 11:30am. Moved by M. Robertson and seconded by President Ricketts.

H. Chipman explained that the three lab slots on Tuesday, Wednesday and Thursday mornings would move up to an 8:30 a.m. start to allow time for instructors who also taught afternoon labs to take down one lab and set up another.

H. Chipman realized that this did create a conflict with the T/W/TH 8:30 – 9:30 a.m. slot but noted that it was rarely used. During the last year there were only one to four courses offered in those slots.

V. Zamlynnny was not in support because his department wished to have Slot 11 and 12 also moved to start at 8:30 a.m.

Amendment to the motion to move slot 11 to 8:30 to 10:00 a.m. and to move slot 12 to 10:00 to 11:30 a.m. Slot 7 would move to 11:30 – 12:30 p.m. Moved by V. Zamlynnny and seconded by P. Arnold.

H. Chipman explained that this was a focused change affecting a small number of students. Making this further change would affect many students and the other Faculties were concerned about moving the other slots back to an 8:30 a.m. start. 8:30 a.m. classes were felt to be unpopular amongst the students and bringing them back could result in many students selecting classes more towards the middle of the day which would exacerbate the challenges when scheduling classes and classrooms.

H. Chipman noted that extensive consultation had not been carried out by the T.I.E. committee and as a result, it did not feel justified to propose a substantial change at this time.

P. Arnold stated that Engineering students took six courses in every term and would be impacted by this change. He felt that teaching should take place from 8:30 a.m. in the morning. He felt that the Faculty of Pure and Applied Science were neutral about the change but that Arts and Professional Studies were against this. He believed that students would be expected in the work force to start at 8:30 a.m. He was in support of the amendment.

A. Quema had noted that in the Arts she had found that the students performed better starting at 9:30 a.m. Also she had already prepared a timetable for 2023-24 which would have to be altered.

M. Robertson felt that students should be capable of taking classes at 8:30 a.m.

D. Benoit examined the affected slots to see who was using them and he agreed that the 8:30 – 9:30 a.m. slot on Monday/Wednesday and Friday was not heavily used. However, the students taking courses in those slot times were mostly Science students because it was difficult for them to take a lot of classes in the afternoons because they were involved with labs.

D. Benoit did not support the amendment to the motion but agreed that the current timetable was problematical for science students because they only had 30 minutes midday to get their lunch before starting an afternoon lab.

The Chair commented that Chartwell's were still offering a packed lunch option from the meal hall. D. Benoit noted that he had been told that this could not be collected until midday so it may not solve the timing problem.

D. Looker pointed out that this would be a substantial change to the slot schedule and did not believe this should come to Senate in the form of an amendment. This needed prior consultation and a Notice of Motion so that all constituents could be included for feedback.

J. Fowles and D. Seamone were in agreement.

D. Seamone commented that two evening slots from 6:30 – 8:00 p.m. and 8:00 – 9:30 p.m. were available and she asked whether these were heavily used.

V. Zamlynnny stated that the proposed schedule in the amendment was the same as existed previously and he believed that it had worked well. V. Zamlynnny suggested that if students did not eat lunch properly there could be students fainting in their labs.

P. Callaghan did not feel there was sufficient information to decide whether a return to the original slot timetable should be made.

AMENDMENT FAILED. 6 IN FAVOUR AND 22 OPPOSED.

Senate now returned to discussion of the main motion.

President Ricketts had been in favour of the amendment but voted against because more consultation was needed. He asked the T.I.E. committee to continue to look into an 8:30 a.m. start for some classes.

D. Benoit asked whether the T.I.E. committee had looked at data concerning conflicts on the M/W/F slot and H. Chipman responded that he did not have data on this. Although a conflict would arise with slots earlier in the day, there would now be no conflict with the 11:30 – 12:30 p.m. slot, which was more heavily used.

H. Chipman was asked how many labs would benefit from this change. This was not known but Biology and Chemistry had forwarded concerns with the current slot timetable.

A. Quema asked whether a dual timetable could be introduced but the Registrar was clear that this could not work. Flex slots already existed.

H. Chipman agreed that the T.I.E. committee would revisit the current timetable and engage in extensive consultation. A flex approach could be useful for lab slots.

B. Wilson noted that although not a lot of students were affected by this change, it did allow for all students to have a full hour for lunch.

K. Pinder was in support of the motion but asked for Arts students to be able to take three hour seminars in the morning starting at 9:30 a.m. instead of 8:30 a.m.

J. Fowles pointed out that on Tuesday/Thursday mornings the SMILE program ran and over 250 students volunteered and found it very difficult to get to an 8:30 a.m. class. This could create problems and limit the number of students that felt able to volunteer.

A. Quema suggested a further amendment but following discussion by Senators decided to withdraw this.

H. Chipman had pointed out that logistically tabling of the motion would amount to defeating it and coming back several months later, as a result of the timing of timetable preparation.

S. McALear had joined the T.I.E. committee and commented that because the Science students only had 30 minutes to eat between labs this issue was an important one, and also important to mental health of the students.

MAIN MOTION CARRIED. 26 IN FAVOUR, 1 OPPOSED, AND 1 ABSTENTION.

The Chair asked H. Chipman to record concerns received from A. Quema for the T.I.E. committee to consider.

D. Benoit suggested that on Tuesday/Thursday a flex slot could be considered which would not impact other slots. He felt that if T.I.E. could bring something back in January there would still be time for academic units to design their timetable for the coming year.

H. Chipman agreed to raise these concerns in a timely manner.

Motion #2: Motion that the “Principles for the Preparation of Academic Dates” be amended to add an item 12 that lists holidays for which there are no classes. D. Benoit and seconded by M. Robertson.

H. Chipman explained that this motion merely formalized current practises.

H. Teismann referred to item 9 in the list of principles for the preparation of academic dates which currently stated “When possible, there will be 12 weeks of classes”. He requested an amendment which would result in this being rephrased to state “There must be 36 hours of classes”.

Amendment to the main motion: Wording of Item nine to state “There will be 36 hours of instructional time”. Moved by H. Tiesmann and seconded by P. Arnold.

P. Arnold discussed the erosion of the contact time over the last three years. He noted that during that time period there had only been one term where the students received 12 weeks of contact time, which happened to fall during the term of the faculty strike.

P. Arnold noted that constraints with contact time could also be one reason why examinations and tests were being offered during the evenings.

D. Keefe saw this as a substantial change and pointed out that this was a different issue.

H. Chipman recognised that Acadia was not teaching 36 hours of instruction time. He pointed out that insertion of ‘shall be’ or ‘must be’ led to a set of principles that were inconsistent because it could not be guaranteed that 36 hours could be achieved.

K. Pinder was not in favour.

D. Benoit believed that 36 hours of instruction time provided for a bit of leeway but that once the available hours dropped there was zero leeway. There was significant concern regarding the number of hours that faculty had to teach the students. This led to a bigger question about the volume of material that was put into the classes. This content will vary across different units.

The Chair noted that it was now 5.12 p.m.

C. Rushton pointed out that not all programs offered 3 credit hour courses.

D. Looker voiced similar concerns to those voiced earlier as this was a major change to the timetable.

AMENDMENT FAILED. 2 VOTES IN FAVOUR, 30 VOTES AGAINST AND 1 ABSTENTION.

Senate returned to discussion of the main motion. No further points were made.

MAIN MOTION APPROVED UNANIMOUSLY.

The Chair asked the T.I.E. committee to consider revisiting the timing of the Fall Study Break to tie it to either Remembrance Day or Thanksgiving, as Truth and Reconciliation Day had been added to the fall schedule since the Fall Break had been introduced a few years ago. She noted that this may help alleviate concerns about lost instructional time.

J. Fowles asked what the guiding principle was for replacement of lost teaching time due to unexpected holidays such as the Queen's funeral, or winter storms.

H. Chipman stated that there was no principle but he noted that the first principle stated that class hours lost to holidays would be rescheduled and accounted for. He noted that the T.I.E. committee had discussed trying to make up the Queen's funeral holiday but had not received a clear mandate to do so.

H. Chipman also noted that the Storm Cancellation Policy had been updated recently.

Motion 3: Motion that tests and in-term examinations must be held within the scheduled class or lab time for the course. Moved by A. Quema and seconded by S. McAlear.

A. Quema supported the motion so that examinations and tests were not held outside of class time. This could have a detrimental effect on other courses.

S. McAlear pointed out that many students had found tests being scheduled outside of the normal class time and that when they registered for classes it was on the assumption that they would be at a certain time. Outside of these times students could be working a job, volunteering, or otherwise.

H. Chipman pointed out that the Deans had asked the T.I.E. committee to draft a motion since this initiative was coming from the T.I.E. committee and not the Deans.

H. Chipman explained that holding tests inside class time avoided conflicts because a student couldn't be in two places at once. Holding tests outside of class time could lead to issues of space availability and he noted that finding space for a seven-section course would be very challenging if looking for a time outside of the normal class.

H. Chipman stressed that this was student focused. As things stood now the onus would be on a student to request accommodation if there was a conflict with a test being offered outside of the class time.

H. Chipman noted that there had been ambiguity in the past and that a search of the Senate minutes had not revealed any previous decision about this.

C. Rushton supported the policy for written work done by students in the School of Music but also noted that it would not work for rehearsals, recitals, and concerts.

C. Rushton suggested an amendment to the motion (does not include School of Music concerts and recitals).

D. Benoit commented that this could impact any class on campus, e.g. thesis defenses, project presentations, in addition to music. He requested a more general phrasing be adopted.

H. Teismann also listed field trips, athletes travelling, etc.

D. Looker suggested referring the motion back to the committee.

A. Quema pointed out that the original motion referred to tests and examinations and a specific problem.

C. Rushton agreed to withdraw the amendment if there was going to be more discussion of the original motion and if the original motion could be broadened.

Discussion of the main motion continued.

Motion that the motion #3 be tabled and referred back to the T.I.E. committee until February. Moved by D. Looker and seconded by A. Quema.

A. Quema did not want to see this problem arising again next term during mid-term examinations and tests. She asked that this be decided upon before that time.

H. Chipman noted that by February syllabi would have been circulated and so any changes would not take effect until the intersession and fall courses.

D. Benoit asked which would take precedence: a time selected by a professor for an out of class examination or a scheduled class that a student might have at the same time. Was the faculty member expected to deal with any student experiencing a conflict and provide alternative arrangements?

The Chair asked the T.I.E. committee to discuss this.

D. Benoit asked the T.I.E. to discuss anything done outside of class time which had value attached to it, for example, offering bonus marks for students to come to office hours that might occur during another class that the student was taking.

H. Teismann pointed out that some of the requests to the T.I.E. were not agreed upon. He noted that in some instances faculty went to a lot of trouble to agree with students on times outside of the class time, which might be beneficial to the students.

V. Zamlyny noted that over 70% of students polled from chemistry classes had expressed a preference for taking mid-terms during the evening.

A. Quema believed that this issue should return to Senate by February in order to avoid a repeat of the current situation.

The Chair asked Senators to recall the conversation and consider the pros and cons until this returned to Senate for future consideration. She asked H. Chipman to make a record of all of the comments so that the T.I.E. committee could consider these as useful input to their deliberations.

D. Keefe was in support of the T.I.E. committee bringing this issue back in February and asked the committee to consider both the impact on other classes but also the impact on students from an equity perspective. Many students had other commitments outside of class hours.

T. McGillivray noted a sense of urgency to address this issue. She suggested that inserting the word “written” could be placed in front of the text ‘tests and examinations’.

The Chair stated that there appeared to be several aspects of this motion that needed further discussion at the TIE and at Senate, so did not feel that this suggested amendment should be considered specifically at this time, but could be added to the list of feedback for the TIE.

Senate returned to the motion to table Motion #3 until February 2023.

MOTION TO TABLE MOTION #3 PASSED.

The Chair asked Senators to forward any further comments to H. Chipman.

4) Announcements:

a) From the Chair:

The Chair announced regrets from D. Rice, D. Kruisselbrink, J. Beaudoin, and J. Beed. C. Haigh and J. Carlson would be arriving late.

The Chair made reference to the ChatGPT model that had recently been launched and was circulating and being discussed in relation to academic assessment. She was looking for input about whether this type of technology tool should be discussed by the Academic Integrity Committee, Senate, the University Faculty Council, or in another forum.

b) From the President:

President Ricketts had provided written announcements.

J. Fowles asked about student supports and whether Acadia was involved in supporting student resilience. He noted that Acadia had been involved for several years in the development of a student resilience and mental health program with funding from the RBC Foundation and MITACS, ACOA and other organisations. This program was available in several institutions across Canada but was still not available from Acadia.

J. Fowles noted that this had resulted in improvements in mental health and resilience for the students and he pointed out that this tool was available if Acadia wanted to purchase this. He noted that the University had stated in various places and forums that there was a need to support student success.

President Ricketts agreed that both resources and actions were needed to support students and suggested that Student Services was working closely to look at what was already in place. Students were entering the stressful examination period and he noted that faculty had raised the fact that students were struggling after two disruptive years in their education. He was looking to highlight the fact that support existed for the students on campus.

President Ricketts noted the concerns that were being looked at holistically but he was not aware of the project that J. Fowles had described.

The Chair suggested that J. Fowles follow up with President Ricketts and D. Keefe and provide more information about the project.

D. Seamone asked about the funding for deferred maintenance and whether internet quality in the Residences was going to be upgraded.

President Ricketts agreed that the improvement of IT infrastructure was planned and that servers would be replaced. It was expected that bandwidth would be improved.

The Chair reviewed the remaining agenda items and asked Senators to confirm that remaining items beyond the Announcements were not time-sensitive and could be brought to Senate as Old Business in January 2023. Senators agreed.

c) From the Provost and VPA

D. Keefe had provided written announcements.

T. McGillivray expressed sadness that A. Redden would not be renewing as Associate VP Research and Dean of Graduate Studies. She pointed out that A. Redden had done an excellent job in the role and increased the visibility of Acadia in research prominence and the receipt of grants from across the country.

D. Looker agreed with these comments.

D. Keefe thanked all those involved with the December 6th National Day of Remembrance and Action on Violence against Women. He had attended the service at the Acadia theatre and found it to be a very moving event. 33 years after the event, the organizers had managed well to recognize this important day.

d) From the Associate VP Research and Dean of Graduate Studies

A. Redden had provided a written report. There were no questions.

5) Adjournment

The Chair thanked Senators for their engagement and noted that items from the agenda that had not been covered would be moved to the January meeting of Senate. She wished everyone a restful and joyful holiday season.

Motion to adjourn at 6:00 p.m. Moved by M. Robertson.

ORIGINAL SIGNED

R. Hare, Recording Secretary

Three Motions for Senate from the TIE committee, for the December 12, 2022 meeting

1. That slots 32 (Tuesday 9:30 - 12:30), 34 (Wednesday 9:30 - 12:30) and 36 (Thursday 9:30 - 12:30) be moved to begin at 8:30am and end at 11:30am.

Rationale: Several Science departments raised this issue. These are 3-hour slots used for labs. The current timetable has just 30 minutes between morning and afternoon labs. Science students may be scheduled to 2 consecutive labs, and the same instructors may be preparing and teaching the consecutive labs. Concerns have been raised that the 30-minute time lunch period between morning and afternoon labs in the current timetable is insufficient for lab preparation.

Under the proposed change the labs would conflict with slot 7 (T/W/Th 8:30 – 9:30). However, this slot is not heavily used, with between 1 and 4 courses held in the slot in 2021-22 and 2022-23. The benefit of moving the labs back outweighs the slightly higher potential for conflict with the lab slots.

It was considered whether the 90-minute 9:30 – 11:00 and 11: 00 – 12:30 slots should also be moved back.

Consultation with Heads, Directors and Deans indicated a lack of support for this move. The move of labs (only) was supported by Science Heads and Directors, and not opposed by Heads and Directors from other faculties.

See proposed new slotsheet on following page.

2. The “Principles for the Preparation of Academic Dates” be amended as follows:

12. Classes are not held on the following holidays:

The 6 holidays identified in the Nova Scotia Labour Standards Code as holidays with pay: New Year’s Day, Nova Scotia Heritage Day, Good Friday, Canada Day, Labour Day, and Christmas Day.

Victoria Day

Civic Holiday (1st Monday in August)

National Day for Truth and Reconciliation

Thanksgiving Day

Remembrance Day

Rationale: This formalizes current practice.

See current and proposed complete “Principles for the Preparation of Academic Dates” on following pages.

3. Tests and in-term examinations must be held within the scheduled class or lab time for the course.

Rationale: At the request of Faculty Deans, TIE considered the question. The motion was supported by TIE, which felt that conflicts would be reduced.

| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | |
|--|------------------|--|------------------|--|--|--|------------------|--|------------------|
| 8:30-9:30 1 | 8:30-11:30 30 | 8:30-9:30 7 | 8:30-11:30 32 | 8:30-9:30 1/7 | 8:30-11:30 34 | 8:30-9:30 7 | 8:30-11:30 36 | 8:30-9:30 1 | 8:30-11:30 38 |
| 9:30-10:30 2 | | 9:30-11:00 11/50 | | 9:30-10:30 2 | | 9:30-11:00 11/52 | | 9:30-10:30 2 | |
| 10:30-11:30 3 | | 11:00-12:30 12/51 | | 10:30-11:30 3 | | 11:00-12:30 12/53 | | 10:30-11:30 3 | |
| 11:30-12:30 4 | | | | 11:30-12:30 4 | | | | 11:30-12:30 4 | |
| 12:30-1:00 Mid-Day Break - No Classes | | 12:30-1:00 Mid-Day Break - No Classes | | 12:30-1:00 Mid-Day Break - No Classes | | 12:30-1:00 Mid-Day Break - No Classes | | 12:30-1:00 Mid-Day Break - No Classes | |
| 1:00-2:30 5*/54 | 1:00-4:00 31 | 1:00-2:30 13/57 | 1:00-4:00 33 | 1:00-2:30 5*/60 | 1:00-4:00 35 | 1:00-2:30 13/63 | 1:00-4:00 37 | 1:00-2:30 5*/66 | 1:00-4:00 39 |
| 2:30-4:00 6*/55 | | 2:30-4:00 14/58 | | 2:30-4:00 6*/61 | | 2:30-4:00 14/64 | | 2:30-4:00 6*/67 | |
| 4:00-5:30 10/56 | | 4:00-5:30 15/59 | | 4:00-5:30 10/62 | | 4:00-5:30 15/65 | | | |
| 5:30-6:30 Break - No Classes | | 5:30-6:30 Break - No Classes | | 5:30-6:30 Break - No Classes | | 5:30-6:30 Break - No Classes | | 5:30-6:30 Break - No Classes | |
| 6:30-8:00 20 | 6:30-9:30 40 | 6:30-8:00 22 | 6:30-9:30 41 | 6:30-8:00 20 | 6:30-9:30 42 | 6:30-8:00 22 | 6:30-9:30 43 | | |
| 8:00-9:30 21 | | 8:00-9:30 23 | | 8:00-9:30 21 | | 8:00-9:30 23 | | | |
| Slots 1 - 4 and 7 are 3 x 1h slots * Slots 5 and 6 are flex slots. Any 3h subset of the 4.5h slot can be used Slots 10 - 15 are 2 x 1.5h day slots Slots 20 - 23 are 2 x 1.5h night slots | | | | | Slots 30 - 39 are 3h day slots Slots 40 - 43 are 3h night slots Slots 50 - 67 are 1 x 1.5h day slots | | | | |

Current Version of “Principles for the Preparation of Academic Dates”

Principles

1. Class hours that are lost due to holidays will be rescheduled and accounted for in the academic dates. It is possible that these hours may be scheduled during regular hours of the University on days other than the regular class meeting days.
2. The first day of classes in the fall semester will be scheduled on the first Wednesday in September after Labour Day.
3. The first day of classes in the winter semester will be scheduled on the first Monday after January 5th.
4. A 5-day reading week will be scheduled in each of the fall and winter terms. In the fall, the break will be scheduled in the last week of October / first week of November. In the winter, it will be scheduled in conjunction with the Nova Scotia Heritage Day holiday.
5. At least one day will be designated as a study day and be scheduled between the last day of classes and the first day of exams.
6. It is desirable that the exam period end as early as possible. No exams should be scheduled after December 20. If required, exams may be scheduled on Sundays.
7. There will be a period of 7 working days between the first day of classes and the last day to add a course or receive a no record withdrawal.
8. The last day to withdraw from classes and receive a ‘W’ will be the first Friday, two weeks after the Fall and Winter breaks.
9. When possible, there will be 12 weeks of classes.
10. Due to the prevalence of Monday holidays in the fall term, courses with 3h instruction on Mondays are discouraged for that term.
11. In the event that a holiday falls on a weekend, and the holiday is to be observed on a weekday, that the observance be on Friday.

Proposed New Version of “Principles for the Preparation of Academic Dates”

Principles

1. Class hours that are lost due to holidays will be rescheduled and accounted for in the academic dates. It is possible that these hours may be scheduled during regular hours of the University on days other than the regular class meeting days.
2. The first day of classes in the fall semester will be scheduled on the first Wednesday in September after Labour Day.
3. The first day of classes in the winter semester will be scheduled on the first Monday after January 5th.

4. A 5-day reading week will be scheduled in each of the fall and winter terms. In the fall, the break will be scheduled in the last week of October / first week of November. In the winter, it will be scheduled in conjunction with the Nova Scotia Heritage Day holiday.
5. At least one day will be designated as a study day and be scheduled between the last day of classes and the first day of exams.
6. It is desirable that the exam period end as early as possible. No exams should be scheduled after December 20. If required, exams may be scheduled on Sundays.
7. There will be a period of 7 working days between the first day of classes and the last day to add a course or receive a no record withdrawal.
8. The last day to withdraw from classes and receive a 'W' will be the first Friday, two weeks after the Fall and Winter breaks.
9. When possible, there will be 12 weeks of classes.
10. Due to the prevalence of Monday holidays in the fall term, courses with 3h instruction on Mondays are discouraged for that term.
11. In the event that a holiday falls on a weekend, and the holiday is to be observed on a weekday, that the observance be on Friday.
12. Classes are not held on the following holidays:
 - The 6 holidays identified in the Nova Scotia Labour Standards Code as holidays with pay: New Year's Day, Nova Scotia Heritage Day, Good Friday, Canada Day, Labour Day, and Christmas Day.
 - Victoria Day
 - Civic Holiday (1st Monday in August)
 - National Day for Truth and Reconciliation
 - Thanksgiving Day
 - Remembrance Day