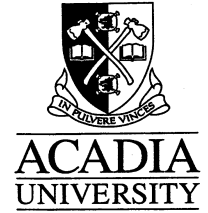


Office of the Senate Secretariat

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Minutes of the Senate Meeting of Monday November 14th, 2022.

A hybrid meeting of the Senate of Acadia University occurred on Monday November 14th, 2022 beginning at 4:00 p.m., with Chair A. Kiefte presiding and 36 Senators present. The meeting took place in the Langley Classroom, Divinity College, with 10 members attending in person and 26 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 D. Benoit and seconded by H. Saunders.

The Chair pointed out that in the announcements from the President, two thirds of the way down page four should read that this year was the penultimate year of the MOU between the Ministry and CONSUP and that it would expire in March 2024.

The Chair noted that in 4) a) vi) the student membership of the T.I.E. committee had now been confirmed.

MOTION TO APPROVE AGENDA AS AMENDED CARRIED.

2) Minutes of the Meeting of Senate – Wednesday October 5th, 2022

Motion to approve the Minutes of Wednesday October 5th, 2022. Moved by D. Benoit and seconded by A. Quema.

MOTION TO APPROVE THE MINUTES CARRIED.

3) Announcements:

a) From the Chair:

The Chair received regrets from President Ricketts, D. Keefe, S. Currie, G. Beed, M. Fayer and J. Brady. P. Doerr would be arriving late and J. Dymont leaving early.

b) From the President:

The Chair noted that written announcements had been provided in the agenda. She asked whether there were questions.

D. Looker asked whether someone should be designated to answer questions in a situation where neither the President or Provost and VPA were present at the meeting.

The Chair suggested recording any questions to be passed along to the President or Provost and VPA, asking questions at the December meeting of Senate, or seeing if others who are present could answer some of the questions.

T. McGillivray asked about the process for Bill 205 and what had been proposed.

A. Quema asked whether C. Bonner would be joining Senate. The Chair confirmed that she had corresponded with the By-laws Committee about this.

A. Robbins noted that Bill 205 was from St. Francis Xavier University and referred to governance changes that would be coming before the House.

D. Looker asked what the Maple League Research committee was doing to support research collaboration between the Universities.

A. Redden responded that a lot of sharing of policies and procedures was taking place and that a Canada Research Chair network had been formed to increase the capacity for CRCs. She also stated that the Maple League was considering submitting a joint application to SSHRC Research Data Management. An Institutional Plan would first need to be submitted.

A. Redden stated that an Intern will be hired shortly. She stated that Maple League reports were available on the Maple League website. A. Redden thanked D. Looker for meeting to discuss SSHRC grants to small Universities. D. Looker will be taking this issue to the SSHRC Council.

A. Quema asked about Maple League shared courses and whether Acadia had only offered one course. The Chair interpreted this to be one external student taking a course and it was not known how many courses were offered.

E. Patterson commented on the President's written report and the reference to the MacLean's rankings. Acadia was now in 5th position but not as good as in the past. She also noted that the Library was not ranking highly.

H. Saunders agreed but commented that the acquisitions for the Library were being increased during the current year, with a 20% of funding to purchase titles with an EDI focus.

- | | |
|---|---|
| c) From the Associate VP Research and Dean of Graduate Studies | Written report provided. No questions were asked. |
| d) From the Provost and VPA | No report for this month. |
| e) From the President of the ASU | No report for this month. |
| f) From the President of the School of Divinity and College of Theology: | No report for this month. |

4) **New Business:**

a) **Transition Reports from Senate Sub-Committees**

i) **Admissions and Academic Standing (Policy) committee Transition Report**

D. Benoit noted that one of the goals of the committee was to consider the minimum age for admission and he asked what that was currently.

M. Bishop responded that there was no formal policy at present but that 17 years of age had been the practice at Acadia.

D. Benoit noted that Acadia turned down a 12 year old student who went on to other universities and he felt this to be a big missed opportunity for Acadia.

D. Looker also referred to a CBC news report of two sisters who obtained Masters degrees by 18 and 21 years of age.

T. McGillivray agreed that there should be no age discrimination at either end of the scale.

L. Price was interested in how goal number two for the committee would be carried out. This was an intention to review program capacity and if enrolment was limited in specific programs, to see how that would impact program admissions. Would Heads and Directors of heavily subscribed programs be invited to meet with the committee? She was interested in what metrics would be used amongst other things.

D. Duke responded that the Provost and Deans were drafting a template for the examination of capacity. Initially this would take into account faculty and student numbers but in the future a broader set of criteria would also be considered.

The Chair asked whether L. Price could pass her specific comments and concerns along to D. Duke or the Chair of the committee and L. Price agreed to do so.

L. Price asked whether the A&AS (Policy) committee could return to Senate with the proposed structure once it had been decided.

The Chair agreed that this would be appropriate and desirable.

J. Fowles agreed with L. Price's concerns. He was interested in the fourth and fifth goal of the committee which concerned pre-university supports to address the deficit created by the high school Covid experience. He asked whether this would include a global skills course or go much further to address mental and physical health, along with remediation courses for English, math, and writing shortcomings.

D. Duke reported that there was anecdotal evidence that first year students were not coping well on many fronts. There were certainly mental health challenges and seemed to be a lack of capacity to absorb the challenge of their classes. This was a large question and a very pressing one.

D. Duke pointed out that even upper level students were experiencing higher than usual and earlier than usual levels of burnout this term. This was recognised to be a very serious concern and would affect retention.

S. Duguay did not see anyone from student services represented on the A&AS (Policy) committee. He noted that with regards to a minimum age for

admission there were unique considerations for a 14 year old coming from across the country to live in university residence.

S. Duguay also saw a role for student services in the discussion of the fourth and fifth goals of the A&AS (Policy) committee.

The Chair asked D. Duke to also pass these points along to the committee.

D. Looker commented that many students followed a non-traditional pathway and were not coming straight from high school to university. These students should also be considered.

A. Quema asked whether members of the Counselling Centre would be invited to speak with the committee.

The Admissions and Academic Standing (Policy) committee transition report was received.

**ii) Awards Committee
Transition Report**

The Awards committee transition report was received.

**iii) Faculty Support
Committee
Transition Report**

The Faculty Support Committee transition report was received.

**iv) Nominating
Committee
Transition Report**

A. Quema addressed the concerns voiced in October about vacancies on Senate committees and she noted that the work had been carried out. She thanked S. Henderson for his efforts in this regard for the Faculty of Arts.

The Chair thanked A. Quema and S. Henderson for their work to fill positions on committees.

The Nominating Committee transition report was received.

**v) Research Ethics
Board Transition
Report**

D. Looker asked how the Chair of the Research Ethics Board was chosen.

It was confirmed that the Chair of the Research Ethics Board was elected by the faculty of Acadia, with an election held every three years by the Faculty Elections Officer.

The Research Ethics Board transition report was received.

**vi) Timetable,
Instruction Hours
and
Examinations
Committee
Transition Report**

The Chair reminded Senators that the two student members had now been finalised; S. McAlear and C. Lu.

The Timetable, Instruction Hours and Examinations Committee transition Report was received.

**vii) Scholarships, Prizes
and Awards**

A. Quema asked whether the timelines for the distribution of prizes and awards for students would be addressed by the committee. She noted that for

**Committee
Transition Report**

the last two years these awards had been given very late; October last year and July this year. A. Quema pointed out that these awards used to be completed by June of any given year. Which was beneficial for the students.

S. Duguay stated that now that the Colleague system transition was complete he had every expectation that the timelines would return to the norm and prizes and awards might actually go out even earlier.

The Scholarships, Prizes and Awards Committee transition report was received.

**viii) Honours
Committee
Transition Report**

A. Redden noted that they wished to focus on celebration events for students but she was concerned that there still remained three honours student vacancies on the Honours Committee despite various requests to the ASU.

A. Quema suggested that the Deans of each Faculty may assist with filling these positions as a way to help the ASU.

R. Hare will contact S. McAlear to ask whether she would welcome the assistance and encourage her to contact the three Deans for names.

H. Saunders was also supportive of this approach and stated that they had directly contacted S. McAlear with respect to student membership on the Archives committee.

The Honours Committee Transition Report was received.

**ix) Archives Committee
Transition Report**

H. Saunders explained that the goals of the Archives committee were still to be determined once a student committee member had been appointed. However, a report on the Archives this summer had provided a wealth of data, and this will be studied. In addition, a document from the Baptist Historical Committee would be considered. This included wish list items such as a digital preservation strategy, and records management.

H. Saunders felt that records management could be located in the President's Office. It was important to have records from the top filtering into the Archives and if someone was in place who knew how to establish a records retention schedule this would be a step forward.

T. McGillivray noted that in the corporate world record retention and destruction policies would be in place. She recognised that not everything could or should be kept forever. Having a Records and Information Management Officer or Chief Information Officer was standard in a larger organisation.

The Chair suggested that the new University Secretary role may be able to take on some parts of these duties and bring relevant documents to the Archives from Senate and the Board. The current Recording Secretary, Rosie Hare, had ensured that Senate minutes and agendas had been sent to the archives in recent years.

A. Quema pointed out that Colleague was a large database of student material. She noted that there was information going back to the 1970's in the Department of English and Theatre.

H. Saunders offered to put her in contact with her colleagues in the archives. She also noted that there were clear collecting parameters and the archivists were able to determine the research value of information. She stated that there was a 90 year backlog in the Archives currently.

**x) Graduate Studies
Committee
Transition Report**

A. Redden stated that a representative for Applied Kinesiology had been added to the committee membership. A graduate student was still needed for 2022-2023.

The Chair asked whether A. Redden was prepared to contact the graduate students and try to get one to serve on the committee, since there was currently no Graduate Association.

J. Fowles noted that 19 members of the committee were shown as ex-officio and he asked who had a vote.

A. Redden clarified that the committee comprised of all of the co-ordinators of the graduate programs and that all of these had full voting privileges. Ex-officio members could have a vote.

J. Fowles asked who would be involved in the adjudication of external scholarships for graduate students.

A. Redden stated that committee members volunteered their service on this duty and that she would chair the sub-committee.

The Graduate Studies Committee transition report was received.

**xi) Research Committee
Transition Report**

A. Redden stated that the Research committee still needed a Faculty of Arts representative and also a graduate student.

The Research Committee transition report was received.

b) Fall Enrolment Report

M. Bishop reported that the numbers were largely unchanged from the previous year with the exception of the international enrolment. This had dropped by about 150 students which represented a drop from 14% to 9% of the total student enrolment. This was mostly due to challenges that international students were experiencing when trying to secure study permits to allow them to come to Canada. The problem was persisting unfortunately.

M. Bishop expected that this would negatively affect the number of deferrals that the University could see. Typically, deferrals could be because a student was studying abroad or taking a year off, but in this situation the deferrals were because international students could not obtain study permits in a timely manner.

A. Quema asked why enrolment had dropped between 2021 and 2022.

M. Bishop did not have data as to why a student would choose one program or another.

D. Benoit stated that across Canada many universities opened a lot of large on-line courses and as a result, took on a lot more students than they could handle. He noted that in the Sciences some students may have gravitated

towards smaller institutions such as Acadia because labs were being offered in person during Covid. He also commented that students were able to remain in their hometown and take on-line courses across the country.

S. Duguay stated that the headcount in the Registrar's enrolment report included full and part-time students and he agreed to follow up and provide further details.

The Enrolment Report was received.

5) Question Period: President and Provost/VPA

H. Saunders asked whether a designate should be appointed to answer questions in the absence of the President and Provost, and the Chair agreed to pass on this question.

D. Looker asked why the process of a committee forming to look at a replacement for acadia-fyi, did not appear to have gone any further. The Chair agreed to pass this concern to the President and the Provost and VPA.

T. MacGillivray asked what success rate the Recruitment and Enrolment team had achieved on hiring additional staff; positions that had been approved by the Board of Governors.

S. Duguay commented that progress was being made but that key positions remained unfilled. During the summer there were three failed searches but he noted that in September a strong candidate for Manager of International Recruitment, along with two recruiters and enrolment advisors had been hired. Gaps remained on the Marketing side of things.

S. Duguay stated that the department was up three or four positions from last year.

6) Other Business:

The Chair confirmed that the By-laws Committee was properly constituted and she had corresponded with them to request that they meet. Two items were sent to the committee for deliberation. The first was the Vice-Provost Equity, Diversity, and Inclusion and membership on Senate. The second was related to the proposed changes to the Faculty of Arts Constitution and the preamble attached to their Constitution which mirrored the preamble language in the FPAS and FPS Constitutions and Faculty Council Constitution. The Chair had provided the By-laws Committee with an update on what material she had found in the Acadia Archives regarding this matter.

A. Quema requested that Senate hold a discussion on the approach to interdisciplinary programs on campus. She expected that this would come in the form of a motion. A. Quema asked how the University was planning to sustain those programs that were regarded as essential contributors to academic life at Acadia. She felt that program capacity needed to be discussed and how to sustain those programs.

The Chair asked D. Seamone what the status of the Ad-hoc IDST Committee of Senate was currently.

D. Seamone stated that this committee functioned initially but had not been active for many years.

The Chair stated that this could be a discussion item or could come to Senate in the form of a motion. She was open to either option. The Chair suggested providing some rationale or discussion points. A motion should come to Senate seven days before the meeting.

The Chair explained to Senators that the item on Micro-Credentials was not on the agenda because the original faculty bringing the motion had since met with the Provost and VPA and had also received feedback from Senators and others on the campus. It was expected that this item would come back to Senate in December.

7) Adjournment

Motion to adjourn at 5:36 p.m. Moved by D. Benoit.

ORIGINAL SIGNED

R. Hare, Recording Secretary

**Admissions and Academic Standing Committee (Policy)
Transition Report 2022
Meeting of the Senate
November 14, 2022**

Membership:

Provost and VP Academic (Chair): Dale Keefe
Dean, Faculty of Pure & Applied Science: Suzie Currie
Dean, Faculty of Arts: David Duke
Dean, Faculty of Professional Studies: Corinne Haigh
Arts Head or Director: Vacant
Arts Representative: Marc Ramsay
Professional Studies (Director): Darren Kruisselbrink
Student VP Academic: Vacant
Professional Studies Representative: Ayman Aljarrah
Registrar: Mark Bishop
Director of Open Acadia: Jennifer Weatherhead
Theology Representative: Matthew Walsh
Pure & Applied Science Representative: Bobby Ellis
Pure & Applied Science Head or Director: Paul Arnold

The Committee met on November 2, 2022 and reviewed the tasks assigned to it by the Senate of Acadia University. All members were in attendance except for the vacant positions.

The Chair of this committee is: C. Dale Keefe, Provost and Vice-President Academic

Set meeting dates for the upcoming year: Meetings will be scheduled as required. For fall term the next meeting will be scheduled in early December. It is expected to have three or four meetings in the winter term.

Decide on acceptable meeting modalities for the upcoming year: Acceptable modalities for the upcoming year include hybrid meetings held via MS Teams and in-person

The Admission and Academic Standing Committee (Policy)'s mandate is as follows:

Duties: To interpret and to apply the conditions of admissions and academic standing as outlined in the University Calendar and to make recommendations to Senate with respect to policy as it relates to admissions, failures, and academic regulations.

Goals for the coming year are identified as follows:

1. Consider Minimum age for admission
2. Review program capacity and if enrolment is limited in specific programs, how will that impact program admissions
3. Review program and course specific admission requirements
4. Review impacts of COVID High School experience on academic standing/progression/scholarship renewal
5. Review and discuss comprehensive pre-university supports to better support transition from high school to university

Respectfully submitted,
C. Dale Keefe, Chair

AWARDS COMMITTEE

TO: Anna Kieffe, Chair of Senate
FROM: Dr. Peter Ricketts, President and Vice-Chancellor
SUBJECT: Awards Committee – Transition Report
DATE: November 14, 2022

Dear Senators,

The Awards Committee operates on a regular cycle of soliciting nominations for honorary degrees and Emeriti distinction, followed by evaluation of the nominees and finally, providing recommendations to Senate.

A public call for honorary degree nominations was sent to the Acadia community on September 8, 2022. The deadline for submissions is November 15, 2022.

A public call for Emeriti distinction nominations was sent to the Acadia community on October 7, 2022. The deadline for submissions is January 31, 2023.

The Committee will meet early in the new year to review the submissions, with the goal of Senate receiving recommendations for honorary degree recipients at the February 2023 meeting and Emeriti nomination at the following March 2023 meeting. The Committee will also be reviewing its Terms of Reference.

Respectfully,

A handwritten signature in black ink, appearing to read 'Peter Ricketts', with a large, sweeping flourish at the end.

Peter Ricketts, BA (Hons), PhD
President and Vice-Chancellor

Faculty Support Committee
Transition Report
 24 October 2022

Membership

1 Provost & VP Academic (or designate)	Laura Robinson (designate) ex-officio
1 Association of Atlantic Universities FDC rep	Darcy Benoit ex-officio
1 Coordinator of Academic Technologies	Duane Currie ex-officio
1 Arts	Jamie Sedgwick 3 yrs. 2025
1 Prof. St.	Michelle Boyd 3 yrs 2024
1 P & A Sc.	Jeff Hooper 3 yrs 2023
1 Theology	Stuart Blythe 3 yrs 2024
1 Librarian/Archivist	Wendy Robicheau 3 yrs. 2023
1 Student	1 yr. to 2023

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 processes for the submission of Acadia faculty for internal and external teaching awards
- (5) to consider such matters as Senate may from time to time entrust to the Committee

The Faculty Support Committee met on 17 October 2022, and while we had a set agenda, we needed to revisit the membership before addressing the agenda items.

Membership issues: The position Duane Currie occupies has now been filled by Shelly Vaughan-Hazlett, so she should be invited in that role going forward instead of Duane. Darcy Benoit is no longer the AAU member. Laura Robinson occupies that role as Interim Vice Provost, Teaching and Learning Excellence.

The revised membership list is as follows:

1 Provost & VP Academic (or designate)	Laura Robinson (designate) ex-officio
1 Association of Atlantic Universities FDC rep	Darcy Benoit (designate) ex-officio
1 Coordinator of Academic Technologies	Shelly Vaughn-Hazlett ex-officio
1 Arts	Jamie Sedgwick 3 yrs. 2025
1 Prof. St.	Michelle Boyd 3 yrs 2024
1 P & A Sc.	Jeff Hooper 3 yrs 2023
1 Theology	Stuart Blythe 3 yrs 2024
1 Librarian/Archivist	Wendy Robicheau 3 yrs. 2023
1 Student	to be named, 1 yr. to 2023

We determined that Darcy should continue on this committee for the upcoming year. We did not hear back from the Divinity College member; and ASU President Sadie McAlear got in touch before the meeting to let us know that a student member would be forthcoming. Jamie Sedgewick sent his regrets.

1. The committee agreed to Laura Robinson acting as chair for the upcoming year.
2. We determined that we would meet through Teams until the new year at least when we would revisit this decision, and that we would meet once more this term in November and two or three times in the winter term.
3. We reviewed the committee's mandate and agreed to focus on the following for 22-23.
 - a. We determined that, in accordance with duty #3, the committee will collect faculty ideas/feedback about what they would like for a Teaching and Learning Centre and resources through a general survey and then follow up with focus groups or a more detailed survey.
 - b. In accordance with duty #4, we will put out a call for and adjudicate applications for the Teaching Innovation Award.
 - c. In accordance with duty #1, we will connect or liaise with the Board of Governors' Academic Resources Committee to advocate for resources.

Senate Nominating Committee
Report to Senate
 November 2022

Duties: (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;
- d) lay persons to be members of Senate;
- e) 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.

Membership

1 President (Non-voting) Peter Ricketts ex-officio --
 1 Arts (Senator) Anne Quéma (Chair)
 1 Arts Ian Wilks
 1 P&A Sc. (Senator) Michael Robertson
 1 P&A Sc. Caroline Cochrane
 1 Prof. St. (Senator) Paul Callaghan
 1 Prof. St. Jennifer Tinkham

Summary of activities

In fulfilling the mandate of the Nominating Committee, the Chair communicated on a regular basis with various faculty and officers, including Anna Kieft, Rosie Hare, Stephen Henderson, and the Elections Officers and Nomination Committee Chairs in the three faculties. On March 17, 2022, Rosie Hare and Anna Kieft received a list of vacancies and replacements on Standing Committees and *ad hoc* Committees of Senate for the three Faculties. Lists were also communicated to the Elections Officers of the three Faculties. In working on the nomination process, the Chair of the Committee communicated and consulted with the members of the Committee by email whenever necessary from May 2022 to October 2022. Most of the faculty vacancies were filled with a few exceptions. Here are a few updates on the report that was submitted in June 2022.

1. FACULTY ELECTIONS OFFICER

The Faculty Elections Officer will be elected annually by Senate. Hamed Aly initially accepted the nomination, but had to be replaced after his departure. Stephen Henderson was accepted the nomination on August 2, 2022.

2. ACADEMIC PLANNING COMMITTEE

The Nominating Committee also nominates candidates to fill annual vacancies designated for the Senate on ad hoc and standing committees of Senate (for the May meeting of Senate, to be elected by Senate and take office in July). Faculty members on this APC are elected from the Faculty as a

whole***Faculty members include instructors, lecturers, librarians, archivists and professors. They shall be elected by a general call for nominations from the Faculty Elections Officer.*

Position 1: Paul Abela to replace FA faculty member Rachel Brickner, for 3 years.

Position 2: Kate Ashley to replace IDST Prog. faculty member Ian Spooner, for 3 years.

Position 3: Janna Wentzell to replace PS faculty member Kelly Dye, for 3 years

3. **BY-LAWS COMMITTEE**

Procedures for Appointment of Faculty: Nominated by the Nominating Committee and elected by Senate. All members must be members of Senate.

Jesse Carlson (Arts) was nominated 2025

Nick D'Amato (Professional studies) 2023

Michael Robertson (Pure & Applied Science) 2024

Danny Zacharias (Theology) 2005

Respectfully,

Anne Quéma
Chair

RESEARCH ETHICS BOARD TRANSITION CHAIR REPORT, 2022–2023

Committee membership: Rebecca Casey (Arts), Michael Jeffrey (Community), Stephanie Jones (PAS), Cheri Killam (Community), Ryan MacNeil (FPS), Stephen Maitzen (Chair), Steve McMullin (Theology, to December 31), Anna Redden (RGS, *ex officio*)*, Shon Whitney (Community), Graduate Student Representative (TBA)*

* non-voting

Schedule of meetings (virtual until further notice): September 7, October 5, November 2, December 7, January 11, February 1, March 1, April 5, May 3, June 7, July 5

Goals and priorities: The timely review of research ethics applications and amendments in accordance with the Tri-Council Policy Statement, Second Edition (TCPS2), and the resolution of any other issues that arise with respect to the ethics of human-subjects research at Acadia

Committee Chair for upcoming year: Stephen Maitzen

Submitted by: Stephen Maitzen (Transition Chair)

**Transition Report to Senate
Timetable, Instruction Hours, and Examination Committee**

Committee membership:

Membership (7)	Representative	Term	Retirement	
Registrar or Delegate	Mark Bishop	ex-officio	--	
Senior Director Student Affairs	James Sanford	ex-officio	--	(in lieu of Dean of Students)
Arts	Bernard Delpêche	3 yr	2025	
Professional Studies	Scott Landry	3 yr	2023	
Pure & Applied Science	Hugh Chipman	3 yr	2024	
Student	Sadie McAlear	1 yr	2023*	
Student	Chiara Lu	1 yr	2023*	

* Interim appointment

1. Committee chair
 - a. Hugh Chipman was elected committee chair for 2022 - 2023 during an October 17, 2022 meeting.
2. Meeting dates: Oct 17, other monthly dates are still being scheduled.
3. Acceptable modalities:
 - a. The committee agreed to meet by MS Teams this year. Face-to-face meetings would also be acceptable, but not the preferred option
4. Committee mandate: At their Oct 17 meeting,
 - a. Committee reviewed the committee mandate (page 29 of document "Membership for 2022-2023 on Senate and University Committees). There was agreement with the duties outlined in that document.
 - b. The committee is already considering several items under this mandate and will continue to work on related issues throughout the year.

Respectfully submitted
Hugh Chipman
November 4, 2022

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

REPORT DATE: November 3, 2022

SPAC COMMITTEE CHAIR

Scott Landry will chair the committee to June 2023.

MEETINGS DATES

The committee will meet remotely via Teams.

The committee met via Teams on November 3, 2022.

Additional meetings for the 2022-2023 year are expected to be held in:

February 2023

March 2023

April 2023

The Awards and Appeals Committee of SPAC and the Bursary and Loan Committee of SPAC will also meet remotely, as needed.

PURPOSE AND DUTIES OF COMMITTEE

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

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

Respectfully submitted,

Candace Bird
Secretary

Scott Landry
Chair

Senate Honours Committee Fall 2022 Transition Report

Committee Membership for 2022/23:

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

Registrar: Mark Bishop ex-officio

Arts: Andrew Davis

Arts: Jessica Slights (F); Jennifer MacDonald (W)

Prof. Studies: Kelly Dye

Prof. Studies: Claire Mallin

P&A Science: Matthew McSweeney (Chair)

P&A Science: Morgan Snyder

Honours Student (Arts): vacant

Honours Student (Prof. Studies): vacant

Honours Student (P&A Science): vacant

The first meeting of the Senate Honours Committee for 2022/2023 was held via Teams on 7 November. The committee received the Terms of Reference and the 2021/2022 annual report to Senate. At the time of the meeting, no names for student members had been received from the ASU. The next meeting will be scheduled in late November or December following confirmation of student appointees.

Meeting frequency and mode: full meetings twice per semester, plus subcommittee meetings for specific activities (e.g., celebratory activities, summer awards). Meeting mode will be a combination of in-person and/or remote (Teams).

Goals and priority activities for the coming year:

- Update the Senate Honours Committee Terms of Reference. Several of the Committee duties remain unclear and/or require amendments.
- Review and update policies and guidelines associated with the Honours program and make recommendations to Senate where needed.
- Oversee the adjudication process for Honours Summer Research Awards (HSRA). The application form and criteria for evaluation of applications will be reviewed and revised where needed.
- Strengthen Honours research student opportunities.
- Celebrate Honours research activities and outcomes (e.g., 3 Min Thesis presentations and posters in Winter semester).

Respectfully submitted,

Matthew McSweeney, Chair

Senate Archives Committee

Tuesday, October 4, 2022

11:00 – 12:00

Via Teams

Present: Michelle Boyd, Catherine Fancy, Scott Kindred-Barnes, Wendy Robicheau, Heather Saunders (minutes), James (Jamie) Sedgwick, Pat Townsend, Xiaoting Wang, Peter Williams

Regrets: Richard Cunningham, Eleanor Palmer, Melody Maxwell

1. *Call to order*

The meeting of the Senate Archives Committee was called to order on Tuesday, October 4, 2022, beginning at 11:00 a.m., with Transitional Chair, Heather Saunders presiding.

2. *Approval of Agenda*

Motion to approve the agenda made by Scott K., seconded by Peter W.

3. *Approval of Minutes*

Motion to approve the minutes made by Michelle B., seconded by Xiaoting W.

4. *Business arising from the Minutes*

Wendy R.'s document addressing what users want from the archives was discussed. ACTION: Wendy will share the document with Peter, Pat, and also any other new members to the committee.

5. *New business*

a) *Elect a Chair for the upcoming year, if they do not already have an elected or standing Chair*

The term of former chair, Paul Doerr, ended, and Heather S. was acclaimed. Heather S. abstained; otherwise, unanimous. Heather S. noted that she believes the term is for two years. (NOTE: Heather S. reached out to Anna Kieft on Oct. 5 to verify, as she since read in a committee report that election is only for the coming year).

b) *Set meeting dates for the upcoming year*

The committee will meet:

- late November (once ASU appoints a student) to focus on goals arising from the archives' summer report and/or from the document addressing what users want from the archives
- March or April to report on progress of goals
- potentially, direct observation of the Unlocking the Archives class this fall.

ACTION: Wendy R. will explore feasibility of committee members observing students in Unlocking the Archival Record class, depending on student comfort level. No motion was made; there was general consensus.

c) *Decide on acceptable meeting modalities for the upcoming year*

The committee will meet via Teams except for Unlocking the Archives observation (see above).

d) Review the committee's mandate* and decide on a set of goals the committee will work on over the course of the year, to best meet its mandate. Members of the committee, and all committee mandates, can be found in the list of Senate committees, located here: http://senate.acadiau.ca/Senate_Comm_Membership.html.

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

(1) to advise and guide on long-term and short-term directions that are consistent with the mandate and strategic direction of the Archives.

(2) to advocate for the Archives within the University, the Convention of the Atlantic Baptist Churches, and the local community.

(3) to make an annual report.

(4) to address other Archives-related issues that shall arise from time to time.

(5) to support academic activity.

e) *The committee's Chair, meeting dates, and goals for the year will be collated into a brief (approximately one-page) report that will be presented to Senate at its November meeting. The committee will need to decide who will speak to the report and answer questions at Senate. This brief report would need to be submitted to the Senate Recording Secretary, Rosie Hare, CCed to the Chair of Senate, Dr. Anna Kieft, by noon on November 7, 2022, and it would be presented to Senate in its meeting on November 14, 2022.*

ACTION: Heather S. will prepare the report. The committee determined it was not necessary for Heather to share a draft with the committee in advance.

6. Announcements/Updates:

The summer report shared by Wendy R. via Kelly Bennett over email was discussed with enthusiasm. Data about use of the archives (online and on site) was discussed at length. **ACTION:** Catherine F. will share additional data.

The following context shared by Heather verbally and in chat re. what does the administration intend to do about the Kirkconnell Room's humidity and temperature, noted in the summer report. The period of heightened discomfort is July and August. Humidity in the Kirkconnell Room is equal to or less than conditions elsewhere in the building all summer long. The temperature is 2-3 degrees Celsius higher in the summer than other areas of the library, possibly related to waste heat generated by the Dectron humidification units. The temperature moderated itself at the beginning of September so Pierre Richard (Systems Engineering manager), was advised to pause on short-term relief plans (like taking the Dectron units offline). I have set aside funds for portable air conditioning, should that be deemed feasible. In any case, Marcel Falkenham (Executive Director of Facilities and KCIC) is committed to replacing the Dectron units by this July. (Heather clarified that the above was based on her liaising with Provost and VPA Dale Keefe and Facilities Assistant Aran Silmeryn and that Aran in turn liaised with Pierre and Marcel).

Based on committee feedback, Heather will adjust the order of agenda items for next year (for example, putting the chair election at or near the beginning). Next year's agenda: Welcome new members and introduce all committee members; determine quorum; approve agenda; elect chair; address any missing representatives (ex. ASU-elected student, alumni representative, etc.); note location of onboarding documentation for new members; approve minutes; business arising, new business including the most recent report generated within the archives, mandate review and goals, meeting modalities, meeting dates, announcements/updates, adjournment.

7. Date of next meeting

The committee will meet next in late Nov. Day and time are TBD.

ACTION: Kelly, will use Outlook/Teams or FindTime or Doodle to determine mutual availability.

One item was missed in the agenda: The committee will need to decide who will speak to the report and answer questions at Senate. (Update further to meeting: As coordinated via email, this will be by Heather S.)

8. Other – Student representation

It was discussed that the student representative could be an archives student assistant or a student writing an archival thesis working in the archives, with the latter tending to happen after (not before or during) the course, Unlocking the Archives. There is no existing thesis student with an archives focus but this is a helpful strategy to track for the future.

ACTION: Heather will share suggestions with ASU.

9. Adjournment

Motion to adjourn the meeting at 12:10 p.m. made by Peter W.

Graduate Studies Committee Fall 2022 Transition Report to Senate

Membership (N=23) for 2022/2023:

Chair: Dean of Research and Graduate Studies – A. Redden ex-officio
 1 Program Coordinator (Psychology) A. Champod ex-officio
 1 Program Coordinator (Biology) M. Mallory ex-officio
 1 Program Coordinator (Comp Sci) E. Shakshuki ex-officio
 1 Program Coordinator (English) K. Pinder ex-officio
 1 Program Coordinator (Education) G. MacKinnon ex-officio
 1 Program Coordinator (Educational Studies, PhD) H. Hemming ex-officio
 1 Program Coordinator (Political Sci) E. Crandall ex-officio
 1 Program Coordinator (Comm. Dev) J. Colton ex-officio
 1 Program Coordinator (Sociology) J. Carlson ex-officio
 1 Program Coordinator (Math/ Stats) F. Mendivil ex-officio
 1 Program Coordinator (Geology) S. Barr ex-officio
 1 Program Coordinator (Enviro. Sci) N. O’Driscoll ex-officio
 1 Program Coordinator (Chemistry) N. Faraone ex-officio
 1 Program Coordinator (Theology) S. Blythe ex-officio
 1 Program Coordinator (Applied Geomatics) I. Spooner (Fall 2022); M. Snyder (Winter 2023) ex-officio
 1 Program Coordinator (Social & Political Thought) K. Pinder ex-officio
 1 Program Coordinator (Applied Kinesiology) M. Vierimaa ex-officio
 1 Chair, Senate Curriculum Committee (non-voting) ex-officio
 1 Graduate Student (Arts) Sadia Tasneem 1 yr
 1 Graduate Student (Prof. St.) TBA 1 yr
 1 Graduate Student (P&A Sc.) TBA 1 yr
 1 Graduate Student (Theology) TBA 1 yr

Support: Theresa Starratt, Graduate Studies Officer

The first meeting of the Senate Graduate Studies Committee was held via Teams on 7 October. The Chair referred the members to the Terms of Reference and Graduate Program Coordinator Duties.

Meeting frequency and mode (primarily via MS Teams): twice per semester, plus subcommittee meetings for scholarship/award competitions and other activities as needed. Graduate curriculum changes are normally reviewed and approved via e-mail.

Goals and priority activities for the coming year:

- Review all proposed graduate program changes and any new proposals prior to Senate review,
- Adjudicate graduate student external scholarships (NSERC, SSHRC, CIHR, ResearchNS, NS Provincial) and the Acadia Outstanding Master’s Research Awards – via sub-committees,
- Update policies, practices, guidelines and forms, as needed,
- Examine year-to-year trends in graduate student enrollment, retention and completion rates, opportunities with the Maple League, and make recommendations where needed,
- Develop process to better track the progress of part-time students and thesis/program completions,
- Identify and support professional development activities for graduate students, and
- Promote, support and celebrate graduate student research.

Respectfully submitted,
Anna Redden, Chair
Associate VP Research & Dean of Graduate Studies

**Research Committee
Fall 2022 Transition Report to Senate**

Membership (N=10) for 2022/2023:

Associate VP Research and Dean of Graduate Studies: Anna Redden ex-officio
Arts Faculty: TBD
Professional Studies Faculty: Matt Vierimaa
P&A Science Faculty: Danny Silver
Theology Faculty: Spencer Boersma
Librarian: Ann Smith
Canada Research Chair: Lesley Frank
Director of Research Centre (or Institute): TBD
Graduate Student: Dotun Olutoke
Undergraduate Student: TBD

Chair: Anna Redden

Supports: RGS staff – Jessica Bradley and Dr Peter Ludlow

The first meeting of the Senate Research Committee was held on 9 November. The Committee membership, Terms of Reference and the 2022 Spring Annual Report to Senate were reviewed.

Meeting frequency and mode: Hybrid – in person and Teams; full committee to meet twice per semester, plus working group meetings for specific activities, as needed.

Goals and priority activities for the coming year:

- Review and recommend changes to the committee's Terms of Reference,
- Review and provide feedback on the Strategic Research Plan (SRP),
- Review and comment on a draft of the Institutional Research Data Management Strategy,
- Assist with research policy updates and development and make recommendations to Senate,
- Survey faculty and research students regarding research mentoring needs,
- Identify and support research and professional development opportunities for faculty and both graduate and undergraduate research students, and
- Contribute to the celebration and promotion of student and faculty research.

Respectfully submitted,
Anna Redden, Chair
Associate VP Research & Dean of Graduate Studies

Acadia University
Preliminary Fall Term 2022
Enrolment and Admissions Report
(Prepared by the Office of the Registrar)

SUMMARY

The total undergraduate enrolment for Acadia as of October 4th, 2022 was 3692 head count. The F/T undergraduate enrolment was 3570 head count. This represents a 0.6% increase from 2021. The P/T undergraduate enrolment was 122 head count. This represents a 34% decrease from 2021.

Undergraduate international enrolment for Acadia as of October 4th, 2022 was 320 head count. This represents a decrease of approximately 23% head count from 2021.

Graduate enrolment for Acadia as of October 4th, 2022 was 402 head count. This represents an increase of approximately 2% for head count from 2021.

The following briefs are provided in this report:

Undergraduate Head Count Enrolments

Graduate Head Count Enrolments

International Undergraduate Head Count Enrolments

Undergraduate Faculty Enrolments, Undergraduate Year in Program

Source of New Undergraduate Students

Self-Reported Data

Please Note:

-Enrolment Data is derived via Informer query of Colleague

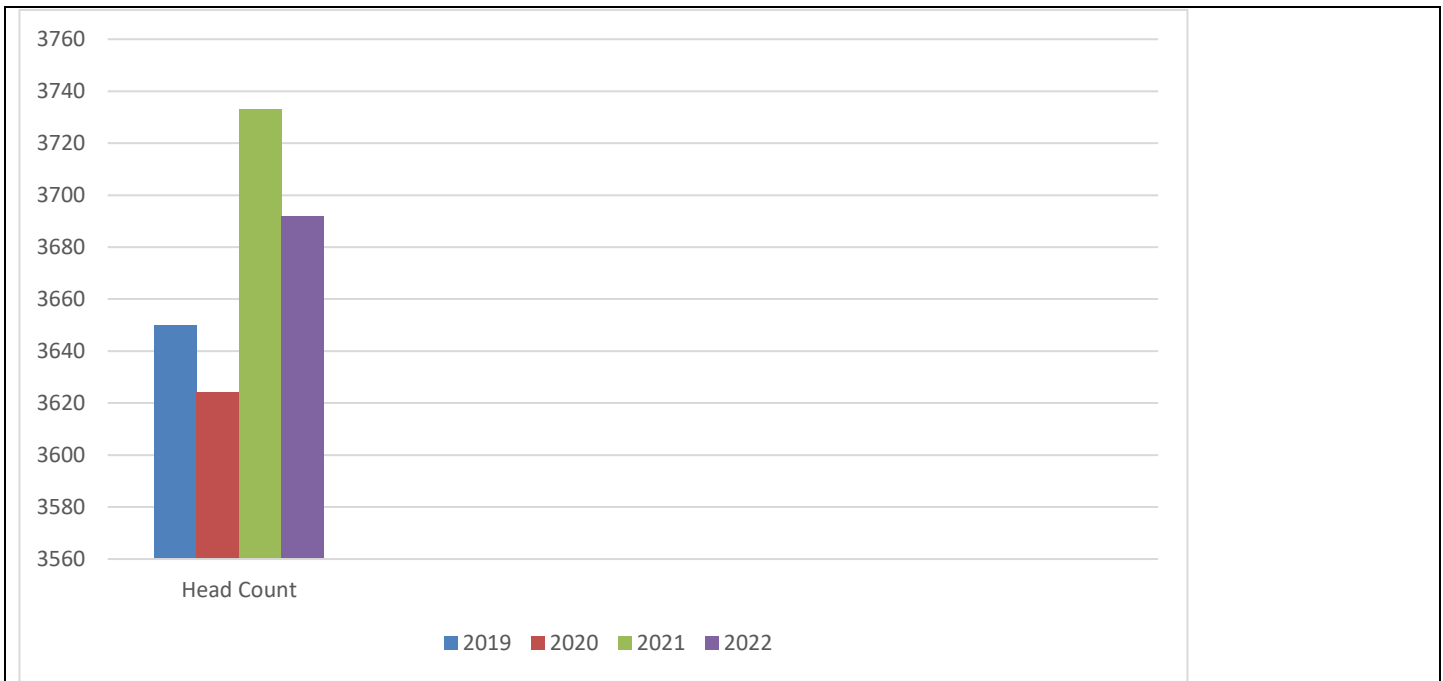
Acadia Undergraduate Head Count Enrolments

The undergraduate enrolment for October 2022 was 3692 head count. Of those, 3570 were F/T, 122 P/T.

The undergraduate enrolment for October 2021 was 3733 head count. Of those, 3547 were F/T, 186 P/T.

The undergraduate enrolment for October 2020 was 3624 head count. Of those, 3261 were F/T, 207 P/T.

The undergraduate enrolment for October 2019 was 3650 head count. Of those, 3492 were F/T, 158 P/T.

Undergraduate Enrolment**Undergraduate Enrolment Summary**

		Head Counts					
		2022	2022	2021	2020	2019	
	Full Time	Part Time	Total	Total	Total	Total	
Overall	3570	122	3692	3733	3624	3650	
Intl subset	309	11	320	477	503	550	

International enrolments are included in the overall enrolments

Acadia Graduate Students Head Count Enrolments

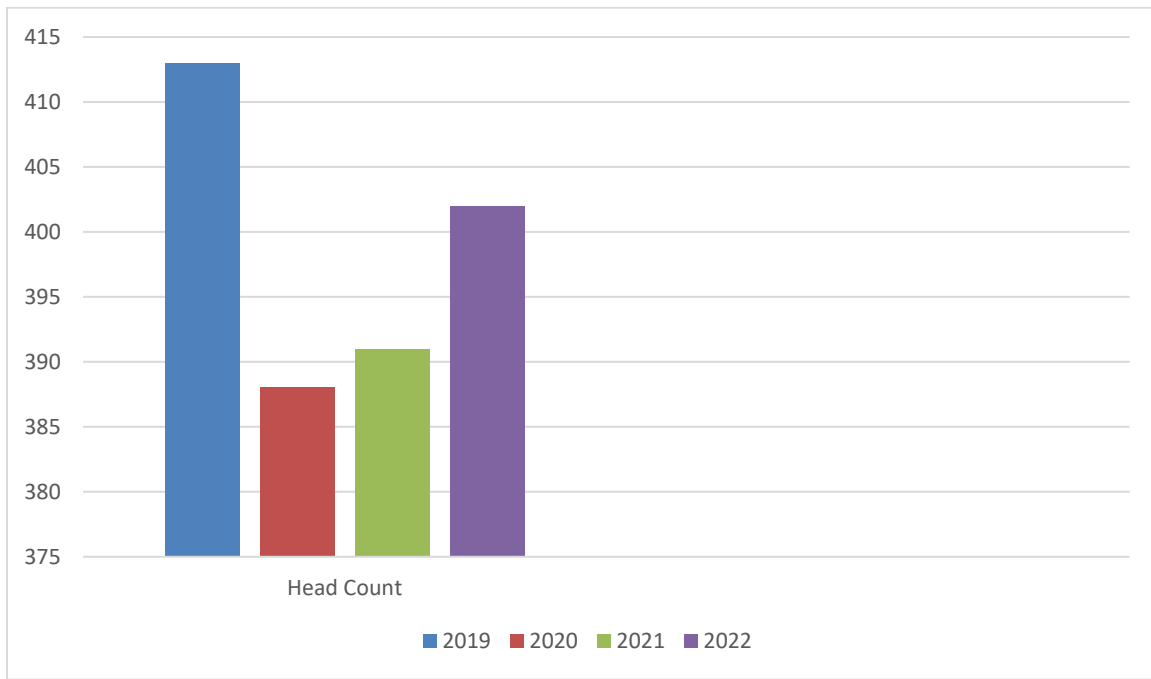
The graduate enrolment as of October, 2022 was 402 head count. Of those, 157 were F/T, 245 P/T.

The graduate enrolment as of October, 2021 was 391 head count. Of those 145 were F/T, 246 PT.

The graduate enrolment as of October, 2020 was 388 head count. Of those, 88 were F/T, 300 P/T.

The graduate enrolment as of October, 2019 was 413 head count. Of those, 110 were F/T, 303 P/T.

Graduate Enrolment



Acadia Graduate Enrolment Summary

		Head Counts				
			2022	2021	2020	2019
	Full Time	Part Time	Total	Total	Total	Total
Overall	157	245	402	391	388	413
Intl subset	8	4	12	45	41	51

International enrolments are included in the overall enrolments

Acadia Undergraduate International Head Count and FTE Enrolments

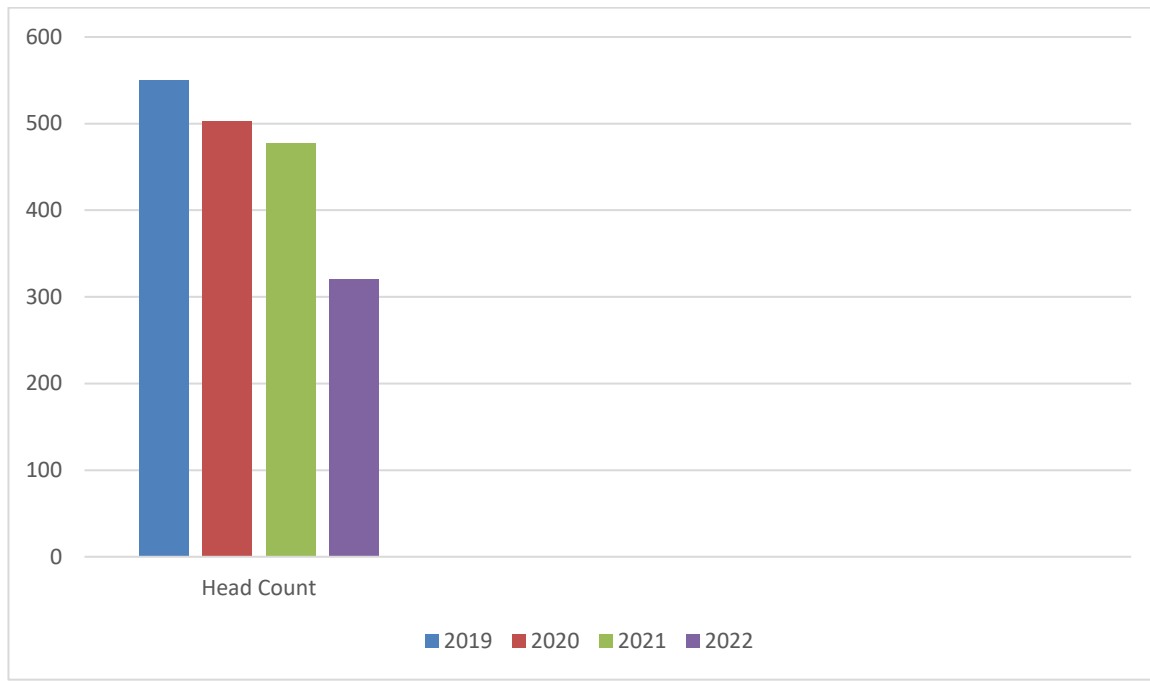
Undergraduate enrolment of international students as of October, 2022 was 320 head count, 312 FTE. For 2022, international students represented 9% of paid, enrolled, UG students.

Undergraduate international students as of October, 2021 was 477 head count. For 2021 international students represented 13% of paid, enrolled UG students.

Undergraduate international students as of October, 2020 was 503 head count. For 2020, international students represented 14% of paid, enrolled, UG students.

Undergraduate international students as of October, 2019 was 550 head count, 528 FTE. For 2019, international students represented 15% of paid, enrolled, UG students.

Acadia Undergraduate International Enrolment



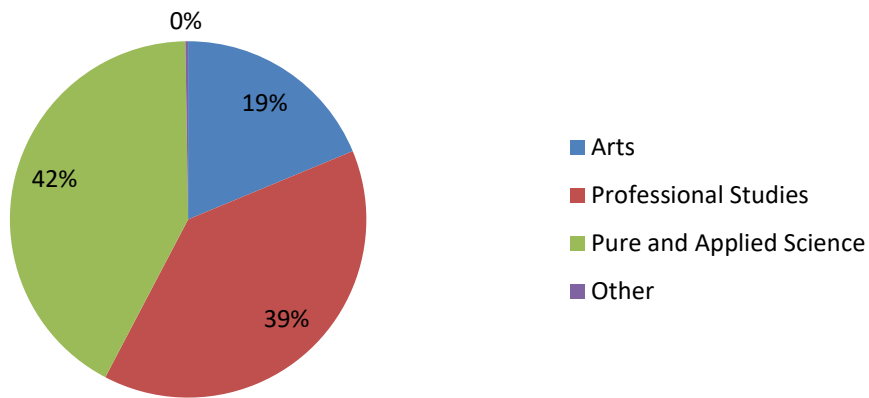
Acadia Undergraduate International Enrolment Summary

		Head Counts				
			2022	2021	2020	2019
	Full Time	Part Time	Total	Total	Total	Total
Intl	309	11	320	477	503	550

Undergraduate Faculty Enrolments

2022	Head Count	2021	Head Count	2020	Head Count	2019	Head Count
Arts	692		751		677		654
Prof. Studies	1438		1539		1473		1461
Pure and Applied Science	1553		1350		1346		1389
Other	9		43		72		91

Enrolment by Faculty Head Count 2022



Acadia - Source of UG Head Count Canadian Students by Province of Residence

	2022	2021	2020	2019
Alberta	104	97	102	91
British Columbia	73	73	83	95
Manitoba	12	11	14	16
New Brunswick	255	293	310	301
Newfoundland and Labrador	83	59	46	52
Northwest Territory	1	3	5	4
Nova Scotia	2281	2350	2059	1976
Nunavut	2	0	0	0
Ontario	296	298	388	445
Prince Edward Island	68	64	58	69
Quebec	13	17	18	15
Saskatchewan	4	9	13	17
Yukon	4	3	4	4
TOTAL	3196	3267	3100	3085