

29 November 2006

Dear Member of Senate:

I advise you that a meeting of the Senate of Acadia University will occur **at 4:00 p.m., Monday, 11 December 2006** in Room 132 of the Beveridge Arts Centre. The AGENDA follows:

- 1) Minutes of the Meeting of 14 November 2006
- 2) Announcements and Communications
- 3) Business Arising from the Minutes
 - a) Motion on Reporting Procedure for the Registrar's Office **(067-29-REG) ***
- 4) New Business
 - a) *ad hoc* Need-Based Financial Assistance for Students Committee Membership **(067-21-VPS) ***
 - b) Timetable, Instruction Hours, & Examination Committee - 2007-2008 Timetable **(067-30-TIE) ***
- 5) Other Business

Yours sincerely,

Rosemary Jotcham
Registrar and Secretary of Senate

Items Carried Over/Tabled:

Academic Integrity - Policy on Conflict of Interest (as per minutes of 10Oct06)

Notice of motion is given by K. Whetter and John Eustace as follows:

Whereas according to *The Constitution and By-Laws of the Senate of Acadia University* and *An Act Respecting Acadia University*, “The Senate is responsible for the educational policy of the University” and “has power”

- (a) to consider and, if thought fit, to approve the recommendations of the Faculty of the University with regard to the curricula of Acadia university and its affiliated institutions;
- (b) to determine, regulate and control the educational policy of the University;
- (c) to determine the courses of study and standards of admission to the university, and continued membership therein, and qualifications for degrees and diplomas
- (d) to conduct examinations and appoint examiners;
- (e) to deal with all matters arising with the award of fellowships, scholarships, bursaries, medals, prizes and other awards
- (f) to confer the degrees of Bachelor, Master, and Doctor, and all other degrees and diplomas in all branches of learning that may appropriately be conferred by a university;

Whereas in *An Act Respecting Acadia University*, the Registrar is fundamentally an officer of Senate and the Executive Committee of Senate as a non-voting Secretary;

Whereas the Registrar’s office is the operational arm of Senate, responsible for ensuring that the academic regulations constituted by Senate are enacted in a way consistent with Senate’s determinations;

Whereas the Registrar’s office should report to the Vice-President Academic, who is charged with administrating academic issues at Acadia;

Whereas the Student Affairs office has no standing on academic matters of the University in either *The Constitution and By-Laws of the Senate of Acadia University* or *An Act Respecting Acadia University*;

And whereas the translocation of the Registrar’s Office to Students Affairs was done without Senate’s authority or approval;

Senate directs the President to restore the Registrar’s Office to the Office of the Vice-President Academic, and directs the President to bring all such changes to the educational and academic structure of the University before Senate as per the legal prescriptions of *An Act Respecting Acadia University*.

Moreover, whereas part of the reasoning for moving the Registrar’s Office includes the idea that it be reunited with Admissions, Senate also directs the President to return Admissions to the office of the Registrar.

The Senate Nominating Committee has completed its work in bringing forth the nominations for the *ad hoc* Committee on Need Based Financial Assistance for Students. The Committee brings to Senate the following nominations:

- one Senator from each faculty:
 - Faculty of Arts – Gordon Callon
 - Faculty of Professional Studies – Ron Lehr
 - Faculty of Pure and Applied Science – Ian Spooner
- two student Senators, to be appointed by the SRC
 - Peter Eirikson
 - Kate Robinson
- the Coordinator of Scholarships, Awards, and Financial Assistance – Scott Robinson

The mandate of the Committee is:

- to review the two bursary programs that are currently operating;
- to make recommendations to Senate regarding modifications to the programs with the goal of increased student awareness and improved service delivery; and
- to recommend an appropriate mechanism through which Senate can exercise its continuing responsibility for oversight in the bursary award process.

Calendar Dates for the 2007-2008 Academic Year – November 30, 2006 (Submission to Senate)

2007	
July 3	Classes begin – Intersession 2 (Summer)
July 6	Last day for course additions
July 20 & August 10	Examinations – Intersession 2
August 3	Last day to apply to graduate at fall graduation
August 20	Last day to submit honours thesis
August 29	Residences Open for New International Students
Aug 30-31	New Student Orientation Activities begin for International Students
September 1	Residences open (for all New Students) / New Student Orientation Activities (full schedule for all New Students)
September 3	Residences open – returning students
September 4	Graduate student registration / New Student Orientation Welcome Week ends
September 5 (Wed.)	Classes begin - fall term
September 5	Fee Deadline
September 7	Last day to receive grades for Fall Convocation
September 7	Deadline for approved Masters' theses for fall graduation
September 11	Deadline for approved Honours theses for fall graduation
September 12	Last day for course additions
September 28	Final Exam posted for December examinations
September 28	Last day to opt out of ASU Health Plan or add dependents
October 2	Faculty meeting to approve fall graduates
October 5	Last day to decrease Meal Plan for Fall Term
October 8	Thanksgiving Day - no classes
October 9	Senate meeting to approve fall graduates
October 13	Homecoming and Fall Convocation
October 26	Last day to apply for Spring graduation 2007
November 2	Last day to drop 3h first term courses without academic penalty
November 12	Remembrance Day observed - no classes

December 3	Last day of classes before exams
December 4	Study day
December 5	Examinations begin - fall term
December 18	Last day of examinations - fall term
December 19	Residences close at 12:00 noon
2008	
January 3	Residences Open (Winter Term New Students Only)
January 4-5	New Student Orientation
January 6	Residences open (all Returning Students)
January 7 (Mon)	Classes begin - winter term
January 7	Fee Deadline
January 14	Last day for course additions Last day to drop full year courses without academic penalty
January 30	Final Exam Schedule posted for April examinations
January 31	Last day to decrease Meal Plan for Winter Term
January 31	Last day to opt out of ASU Health Plan or add dependents – Winter Term students
February 1	Last day to decrease Meal Plan for Winter Term
February 18-22	Study week
March 4	Last day to drop winter term courses without academic penalty
March 20	Honours theses deadline for Spring convocation
March 21	Good Friday – no classes
April 8	Last day of classes before exams
April 9	Study day
April 10	Examinations begin – winter term
April 17	Deadline for approved Masters' theses for spring convocation
April 21	Deadline for registration for spring courses
April 23	Last day of examinations – winter term
April 24	Residences close at 12:00 noon
April 28	Last day to receive completed honours theses for spring convocation

May 5	Classes begin - Intersession 1 (Spring)
May 7	Senate meeting to approve spring graduates
May 11	Baccalaureate service
May 11,12	Spring Convocation
May 19	Victoria Day - no classes
June 6	Last day to submit an appeal to the Academic Appeals Committee
May 23 and June 13	Examinations – Intersession 1 (Spring)
June 13	Deadline for registration for summer courses
June 30	Classes begin - Intersession 2 (Summer)
August 8	Classes end - Intersession 2 (Summer)
July 18 and Aug 8	Examinations – Intersession 2 (Summer)