

Office of the Senate Secretariat

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30 November 2007

Dear Member of Senate:

I advise you that a meeting of the Senate of Acadia University will occur at **4:00 p.m., Monday, 10 December 2007** in BAC 132. The AGENDA follows:

- 1) a) Minutes of the Meeting of 9 October 2007  
b) Minutes of the Emergency Meeting of 7 November 2007
- 2) Announcements and Communications
- 3) Business Arising from the Minutes
  - a) Admissions & Academic Standing Committee (Policy) - Memoranda-of-Understand between ACU and the APCCC as per notice motion 9 Oct 07. **(078-17-AAS)**
- 4) New Business
  - a) Annual Report of Senate Committees 2006-2007 **(067-71-REP)**
    - i) Scholarships, Prizes, & Awards \*
  - b) Timetable, Instruction Hours, & Examination Committee - 2008-2009 University Timetable **(078-28-TIE) \***
  - c) Faculty of Theology - Curriculum Changes **(078-29-THE) \***
  - d) Faculty Development Committee - Endowed Chairs **(078-30-FAC) \***
  - e) Vice-President (Academic) - Annual Report as on enclosed CD to Senators **(078-31-VPA) \***
- 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)

ACADIA UNIVERSITY

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

REPORT DATE: November 21, 2007

SPAC COMMITTEE MEMBERS

July 1, 2006 - June 30, 2007

Faculty of Arts:

Bernard Delpeche  
Christian Thomas  
Chris Rivers (student rep)

Faculty of Professional Studies:

Shelley MacDougall (Jun Yang replaced Shelley MacDougall for March 31 meeting)  
Janna Wentzell  
M. Catherine (Kate) Robinson (student rep)

Faculty of Pure and Applied Science:

Andrew Mitchell (Committee Chairperson)  
Jeff Hooper  
Megan Masters (student rep)

Paula Cook MacKinnon – VP Student Affairs  
Pamela D'Entremont – Financial Aid (Committee Secretary)

July 1, 2007 - June 30, 2008

The following changes will be made:

Christopher Rivers will be replaced by Alex Redfield  
M. Catherine Robinson will be replaced by Trevor Kouyoumjian  
Megan Masters will be replaced by Kathryn Milne  
Paula Cook MacKinnon will be replaced by Scott Robinson  
Christian Thomas will be replaced by Thomas Voss  
Jeff Hooper will be replaced by Ying Zhang  
Janna Wentzell will be replaced by Jason Holt in January while on parental leave

PURPOSE AND DUTIES OF COMMITTEE

1. To determine how winners of scholarships, prizes and awards are to be selected and to gather all information it considers necessary for the selection;
2. To select the winners of all undergraduate scholarships, prizes and awards;

3. To periodically investigate 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 by posters, letters and other means;
5. To consider such other matters as the Senate may from time to time entrust to the Committee.

#### MEETINGS DATES

November 24, 2006

March 31, 2007

#### AGENDAS, DISCUSSIONS and CONCLUSIONS

The following represents the main agenda topics:

##### 1. Acadia Excellence Scholarship Program

The Committee re-affirmed their commitment to the Acadia Excellence Scholarship program. The Committee also requested that all Nova Scotia high schools be on the list of targeted schools and that the Tier 1 value be revised from \$7700 to tuition.

##### 2. Entrance Scholarship Application Process

The Committee implemented the use of an endorsement form for the entrance scholarship references. It was also decided the entrance scholarship application form would be revised and updated for use starting the next year.

##### 3. Student Appeal

The Committee reviewed the appeal from a student who was deemed ineligible for consideration for the Clarke K. McLeod Pre-Medical Scholarship. It was decided that in light of the exceptional circumstances for the student, the Committee was willing to permit the student to hold the scholarship for the current academic year.

##### 4. Conditions of Renewability

The Committee reviewed the conditions of renewability for renewable entrance scholarship offers. No changes were made.

##### 5. Award/Prize Average Criteria

The Committee reviewed the minimum average requirement for awards/prizes. The current requirement is a minimum of 70% with the exception of Achievement Awards in Athletics which is 65%. Through the capital campaign we are receiving monies for awards/prizes that recognize students' extracurricular involvement. CIS award regulations for athletic awards require a minimum of 65%. The Committee revised the minimum average requirement for awards/prizes to 65% unless a specific average is stated in the citation.

##### 6. Scholarship Ceilings

The scholarship ceiling for entering students was revised from \$17,000 to \$15,000. The scholarship ceiling for returning students was increased from "domestic undergraduate tuition at the time of the March/April meeting + \$1000 to the nearest hundred" to \$10,000 unless the value of a renewed entrance scholarship exceeds that amount.

7. Entrance Scholarship Offers

To be competitive with other universities, the Committee decided to replace our top entrance scholarship offers (20 scholarships each with a program value of \$35,000 over 4 years) with

- 3 scholarships each valued at \$60,000 (\$15,000 renewable)
- 6 scholarships each valued at \$48,000 (\$12,000 renewable)
- 6 scholarships each valued at \$35,000 (\$8000 renewable + \$3000)

8. Awarding of 2007 Entrance Scholarships

116 entrance scholarship offers (includes 54 AES offers and 56 rooms) totaling \$1,119,860 first year value (\$1,832,012 total program value) were made based upon selection procedures agreed upon by the Committee. The Committee assumed an acceptance rate of approximately 50% based on prior years' experience. An additional 46 offers (includes 18 AES offers and 10 rooms) totaling \$264,481 first year value (\$333,481 total program value) in entrance departmental scholarships, scholar-bursaries, and awards were also made. An additional 225 students received AES (Acadia Excellence Scholarship) offers totaling \$1,334,064 (includes 154 rooms).

Respectfully submitted,

Pamela D'Entremont  
Secretary

**Calendar Dates for the 2008/2009 Academic Year – Submission to Senate – Monday, December 10<sup>th</sup>**

<b>2008</b>	
July 2	Classes begin – Intersession 2 (Summer)
July 4	Last day for course additions
August 8	Classes end – Intersession 2
July 19 & August 8	Examinations – Intersession 2
August 4	Last day to apply to graduate at fall convocation
August 27	Residences Open for New International Students
Aug 28-29	New Student Orientation Activities begin for International Students
August 30	Residences open (for all New Students) / New Student Orientation Activities (full schedule for all New Students)
September 1	Residences open – returning students
September 2	Graduate student registration / New Student Orientation Welcome Week ends
September 3 (Wed.)	Classes begin - fall term
September 3	<b>Fee Deadline</b>
September 3	Last day to submit honours thesis for fall convocation
September 5	Last day to receive grades for Fall Convocation
September 5	Deadline for approved Masters' theses for Fall Convocation
September 10	Last day for course additions
September 23	Deadline for approved Honours theses for Fall Convocation
September 26	Final Exam posted for December examinations
September 26	Last day to opt out of ASU Health Plan or add dependents
October 3	Last day to decrease Meal Plan for Fall Term
October 13	Thanksgiving Day - no classes
October 14	Senate meeting to approve fall graduates
October 18	Homecoming and Fall Convocation
October 31	Last day to drop 3h first term courses without academic penalty
November 11	Remembrance Day - no classes
November 14	Last day to apply for Spring Convocation 2009
December 2	Last day of classes before exams

December 3	Study day
December 4	Examinations begin - fall term
December 17	Last day of examinations - fall term
December 18	Residences close at 12:00 noon
<b>2009</b>	
January 2	Residences Open (Winter Term New Students Only)
January 2 -3	New Student Orientation
January 4	Residences open (all Returning Students)
January 5 (Mon)	Classes begin - winter term
January 5	<b>Fee Deadline</b>
January 12	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 30	Last day to opt out of ASU Health Plan or add dependents – Winter Term students
January 30	Last day to apply for Spring Convocation 2009 for Masters’ Students
February 2	Last day to decrease Meal Plan for Winter Term
February 16-20	Study week
February 27	Last day to drop winter term courses without academic penalty
March 20	Honours theses deadline for Spring Convocation
April 9	Last day of classes before exams
April 10	Good Friday
April 11	Study day
April 13	Examinations begin – winter term
April 20	Deadline for approved Masters' theses for spring convocation
April 25	Last day of examinations – winter term
April 26	Residences close at 12:00 noon
April 27	Deadline for registration – Intersession 1
April 27	Last day to receive completed honours theses for spring convocation

May 5	Faculty Meeting to approve Spring graduates
May 7	Senate meeting to approve spring graduates
May 10	Baccalaureate service
May 10,11	Spring Convocation
May 12	Classes begin - Intersession 1 (Spring)
May 18	Victoria Day - no classes
June 5	Last day to submit an appeal to the Academic Appeals Committee
May 29 and June 19	Examinations – Intersession 1 (Spring)
June 12	Deadline for registration – Intersession 2
June 29	Classes begin - Intersession 2 (Summer)
July 1	Canada Day – No Classes
August 7	Classes end - Intersession 2 (Summer)
July 17 and Aug 7	Examinations – Intersession 2 (Summer)

**Attachment 4)c**  
**Senate Agenda/10Dec07**  
**078-29-THE**

MOTION CARRIED.

- DMIN  
8806X0: It was moved by Chris Killacky and seconded by Hedley Hopkins *that the Senate of ADC recommend to the Senate of AU that DMIN 8806X0 be created as a Continuance course. The wording is as follows: DMIN 8806X0 is designed for approved Dmin students who are not registered in another course during the fall or winter term of an academic year. This course denotes the continuing status of the student within the Doctor of Ministry program.*

MOTION CARRIED.

- DMIN  
8553X1/D  
MIN  
8563X2: It was moved by Chris Killacky and seconded by Goldye Smith *that the Senate of ADC recommend to the Senate of AU **DMIN 8553X1/DMIN 8563X2** be created as Directed Study courses. The wording of this course will be: DMIN 8553X1/8563X2: A Directed Study will be done through various professors under the consultation of the Director of the Doctor of Ministry program.*

MOTION CARRIED.

- YMIN  
6163/6173/  
6183: It was moved by Chris Killacky and seconded by Rick Small *that the Senate of ADC recommend to the Senate of AU that YMIN 6163/6173/6183 be changed from Special Topics to Youth Ministry Institute. The wording for YMIN 6163/6173/6183 Youth Ministry Institute will now read, "This is a one week Youth Ministry offered each year by a visiting professor. The course will cover an area of study in youth ministry not covered in detail in the youth ministry curriculum. This course may be repeated for credit.*

MOTION CARRIED.

- YMIN  
7163/7173/  
7183: It was moved by Chris Killacky and seconded by Rick Small *that the Senate of ADC recommend to the Senate of AU that YMIN 7163/7173/7183 be created as a course for Special Topics in Youth Ministry. The proposed new wording is as follows:*

YMIN 7163/7173/7183 – In this course an in depth consideration will be given to specialized areas within the discipline of Youth Ministry and Christian Education. These areas will be defined as specific topics in consultation with the ADC Curriculum Committee.

MOTION CARRIED.

- IDST  
7163/7173/  
7183: It was moved by Chris Killacky and seconded by Lionel Moriah *that the Senate of ADC recommend to the Senate of AU that IDST 7163/7173/7183 be created as a course for Special Topics in Interdisciplinary Studies with the following description: "This course is an in depth consideration given to specialized areas within interdisciplinary areas. These areas will be defined as specific topics in consultation with the ADC Curriculum Committee."*

MOTION CARRIED.



The Faculty Development Committee has reviewed the policy regarding Externally Endowed Named Chairs, and recommends the following motion:

1.
  - (a) *Only Chairs which accrue more than \$4,000 per year shall be awarded, thus enabling disbursements of \$1,000 annually to each of the following:*
    - i. *to the Department or School to support scholarly endeavours,*
    - ii. *to the salary of the holder to the Chair,*
    - iii. *to the principle of the endowment in accordance with Board policy,*
    - iv. *to support the research of the Chair holder.*
  - (b) *For those endowments which pay out more than \$4000 annually, the balance of funds will be divided equally each year between the four recipients named above.*
  - (c) *When a Chair is not filled, or when the annual payout does not reach the \$4000 threshold, the annual earnings will be returned to the principle and reinvested.*
  - (d) *The usual accounting procedures for reimbursement of expenses will be followed. The holder of the Chair may carry the funds forward during their term, but any research funds not spent one year after the end of their term will be returned to principle and reinvested.*
2.
  - (i) *Applicants may be from any tenured or tenure-track rank and should submit the following to the Department Head: a current c.v.; a brief description of their research program; a description of how they would use the funds if awarded.*
  - (ii) *The application(s) to each Department will be reviewed at a Departmental Faculty meeting. If there is agreement to recommend an applicant, a letter of recommendation from the Department will be attached to the application and forwarded to the Endowed Chairs Committee by January 15 for review. Departments may only recommend one applicant for each Chair.*
  - (iii) *The Endowed Chairs Committee will consist of the Academic Deans and members of the Senate Faculty Development Committee. It will review applications forwarded to it on the recommendation of Departments. Successful applicants must show evidence of a superior research record.*
3.
  - (i) *It is expected that the Chair holder will publicize the Chair through public lectures, conference presentation, or other means.*
  - (ii) *The length of term shall be for a period of three years, beginning on July 1. Following the usual application process, a Chair may be occupied by the same individual for consecutive terms.*
4. *The Endowed Chairs Committee must forward recommendations for appointment to the Vice-President Academic by February 15 and the President will take the final appointments to the May meeting of the Board of Governors for approval. The Chairs will be presented at Fall Convocation.*
5. *The Foulis Chair shall be exempt from the above.*