



Dear Member of Senate:

I advise you that a meeting of the Senate of Acadia University will occur at 9:00 am on Wednesday, 11 May 2011 in BAC 132.

The agenda follows:

- 1) Minutes of the Meeting of April 11, 2011
- 2) Announcements
- 3) New Business
 - a) Approval of the List of Graduates for the Convocation of May 2011
 - b) Honorary Degrees Committee
 - i. Amendment to Procedures and Criteria (attached)
 - ii. Nomination for Professor Emeritus (information distributed separately)
 - c) Nominating Committee
 - i. Chair of Senate
 - ii. Deputy Chair of Senate
 - iii. Faculty Elections Officer
 - iv. Chair, Library Committee
 - v. Faculty of Arts representative on Senate Executive
 - vi. Faculty of Professional Studies representative on Senate Executive
 - vii. Faculty of Pure & Applied Science representative on Senate Executive
 - viii. Lay representative on University Senate
 - ix. Faculty of Arts Senator on By-Laws Committee
 - x. Faculty of Professional Studies Senator on By-Laws Committee
(*sabbatical replacement*)
 - xi. Faculty of Pure & Applied Science Senator on By-Laws Committee
(*retirement replacement*)
 - xii. Faculty of Theology Senator on Students with Disabilities that Affect Learning Committee
 - xiii. Chair, Tenure-Track Teaching Complement Allocation Committee
 - d) Academic Planning and Priorities Committee (attached)
 - e) Alternative Version of the Planning and Priorities Committee (attached)
 - f) Senate Committee Annual Reports
 - i. Research Ethics Board
- 4) Other Business

Sincerely,

ORIGINAL SIGNED

Rosemary Jotcham
Registrar and Secretary of Senate

**Motion for Senate Consideration – May 11, 2011 Senate Meeting
Honorary Degrees Committee**

The Honorary Degrees Committee wishes to revise the period for consideration of eligibility for the designation of Professor Emeritus.

The motion:

That Senate approve to amend the procedure for nomination of Professor Emeritus from:

“Nominations will be received by the Committee during the final year of the faculty member's appointment to the university, or for three years after the date of their retirement.”

to:

“Nominations will **normally** be received by the Committee during the final year of the faculty member's appointment to the university, or for three years after the date of their retirement.”

MOTION 1

“That Senate approve the Academic Planning and Priorities Committee, described below, as a new standing committee of Senate”

By-Laws Section VIII (x) Academic Planning and Priorities Committee

i. The membership of the Academic Planning and Priorities Committee shall be elected in accordance with Article VI. 1. and shall be as follows:

The Dean of the Faculty of Arts
The Dean of the Faculty of Professional Studies
The Dean of the Faculty of Pure and Applied Sciences
The Dean of Research and Graduate Studies
One tenured faculty member with Senate experience from each of the Faculties of Arts, Professional Studies, and Pure and Applied Sciences
One Librarian with Senate experience
The Student Vice-President Academic or delegate
The Vice-President Academic, and one elected Faculty member with Senate experience, to serve as non-voting co-Chairs of the committee

ii. The duties of the Academic Planning and Priorities Committee shall be:

- (1) To gather and synthesize information relevant to identifying the ongoing academic goals and priorities of the University.
- (2) To recommend to Senate for its approval whether existing and proposed academic programs should be (a) supported in their current form, (b) supported with modifications, or (c) not supported.
- (3) To recommend to Senate structural changes that enable new, modified and existing programs to flourish.
- (4) To create, update, and regularly distribute to Senate criteria upon which its recommendations are based.
- (5) To form ad hoc committees when concentrated attention or specific expertise is required.
- (6) To engage in such other duties as may from time to time be conferred upon it by Senate.

The Senate will review the functioning of this committee in October of each year.

MOTION 2

“That Senate approve the following addition (indicated in bold) to the duties of the Faculty Election Officer”

VIII. (q) FACULTY ELECTIONS OFFICER

ii. The duties of the Faculty Elections Officer shall be

a. To conduct, annually, the election of Faculty representatives on the Sabbatical Leave Committee. (The terms and conditions of the prevailing Collective Agreement between the Board of Governors and the Acadia University Faculty Association shall determine the eligibility for membership on the Sabbatical Leave Committee).

b. To ensure that each of the Faculty Councils elect two representatives to the University Review Committee. (The terms and conditions of the prevailing Collective Agreement between the Board of Governors and the Acadia University Faculty Association shall determine the eligibility for membership on the University Review Committee).

c. To ensure that each of the Faculty Councils elect a representative to the Board of Governors. (All members of Faculty shall be eligible to serve on the Board of Governors except those who, in any capacity, regularly attend meetings of the Board of Governors, including the Executive Committee of the Board.)

d. To conduct elections each May for the Chair, Vice-Chair and Secretary of Faculty Council to serve for the next academic year.****

e. To conduct the election of the Faculty member, knowledgeable in ethics, to serve as Chair of the Research Ethics Board, a standing committee of Senate.

f. To conduct an election whenever a vacancy exists for the Faculty member with Senate experience, who is to serve as a non-voting co-Chair of the Academic Planning and Priorities Committee

~~f.~~ **g.** To conduct other elections as may from time to time be referred to the Faculty Elections Officer.

Alternative Version of the Academic Planning and Priorities Committee

There seems to be consensus across campus that it is important to take a “planful” approach regarding the best ways to deal with the implications of retirements without immediate replacement, and to begin to forge a collective vision of how we can best help Acadia to flourish academically, both now and into the future. It is clear that in the first instance, any plans will have to be very flexible and have an ability to respond to factors that are beyond our control. As we begin to find ourselves on firmer ground, a longer range approach to planning could be taken.

A proposed standing version of the Academic Planning and Priorities committee may not be the best place to begin this planning process, as it seems to have generated concern that planning will be done in a very top-down fashion. There is a danger that we might spend so much time and effort negotiating the mandate and composition of the standing committee that we will experience undue delays in beginning the more important process of simply beginning to talk about these issues, collectively.

Therefore, the following alternative version of the committee is proposed, for a period of one year, to allow the important process of discussing academic planning issues to begin immediately. Meanwhile, conversations on the potential nature, composition, and mandate of any alternative structures for moving forward the planning process can continue. If consensus is reached on an alternative structure, it can replace the proposed ad hoc committee a year from now, or at any time before that, through a motion at Senate.

Therefore, be it resolved that the following ad hoc committee shall be formed:

Ad Hoc Academic Planning and Priorities Committee

1. This ad hoc committee shall serve at the pleasure of Senate, for a period not to exceed one year. The committee’s composition, mandate, and procedures shall be reviewed by Senate no later than the May 2012 Senate meeting, at which point the committee might be disbanded completely, continued in the same or modified form, or replaced with a standing committee.
2. This committee’s goal shall be to gather and synthesize information relevant to identifying the ongoing academic goals and priorities of the University. In pursuit of this goal, the committee shall consult widely with all relevant sectors, foster discussions at all levels of the academic sector, and maintain channels of communication with Faculty Councils. For example, the committee might encourage units and faculties to engage in self-studies to identify their short-term and long-term plans and priorities; it might facilitate discussion and sharing of information across units and faculties; it might conduct broad-scale surveys, town hall meetings, etc., to gather information and opinions from across campus. It shall endeavour to provide relevant data to all those

- who need it to inform these discussions (e.g., financial information; enrolment information; information from other institutions; information from other committees, etc.).
3. Through its chairs, the committee shall report regularly to Senate on its procedures and its progress throughout the year. Its goal shall be to begin to forge some consensus across the academic sector regarding where we are now, where we want to be in the future (e.g., five years from now), and how we can best get to where we want to be, given relevant constraints and opportunities.

Membership:

The Vice President Academic and one Senator, who shall serve as non-voting co-Chairs
Dean of Arts
Dean of Professional Studies
Dean of Pure and Applied Sciences
Dean of Research and Graduate Studies
Six faculty members, two each from Arts, Professional Studies, and Pure and Applied Science
One Librarian
The Student Vice-President Academic

Procedures for Appointment:

Senator, elected by Senate from amongst the 27 Senators representing the Faculties of Arts, Professional Studies and Pure and applied Science
Faculty members, elected by their respective faculties
Librarian, elected by Librarians

To: Acadia University Senate
From: S. Maitzen, Chair, Research Ethics Board
Date: 30 April 2011
Re: **Annual Report of the Research Ethics Board**

For the period 1 May 2010 to 30 April 2011:

REB members

Dr. William H. Brackney, Faculty Representative, Theology (from 1 July 2010)
Dr. Joan Boutilier, Community Member
Dr. David F. Duke, Faculty Representative, Arts
Mr. Jim Ghoshdastidar, Graduate Student Representative (from 1 September 2010)*
Dr. Diane Holmberg, Faculty Representative, Pure and Applied Science (from 1 July 2010)
Ms. Anita Hudak, Community Member
Dr. David MacKinnon, Acting Dean, Research and Graduate Studies (*ex officio*)*
Dr. Stephen Maitzen, Chair
Ms. Vanessa McColl, Graduate Student Representative (to 31 August 2010)*
Dr. Susan Potter, Faculty Representative, Pure and Applied Science (to 30 June 2010)
Dr. Christopher Shields, Faculty Representative, Professional Studies
*non-voting

Applications and meetings: During the reporting period, the REB reviewed 79 new formal applications for ethics approval, as well as numerous formal requests from researchers to approve changes to previously approved research. The REB met on 11 occasions during this period.

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

Training of members: Each newly appointed REB member receives a detailed written orientation from the REB Chair describing the new member's duties and the REB's procedures.

Ad hoc advisors: Ad hoc advisors are appointed only when the REB judges that it lacks the knowledge needed to review a particular application. None were required during the reporting period.

Appeals: None

Complaints: None

Guidance sought from the national Secretariat on Research Ethics: None

Matters out of the ordinary: None