Acadia University Wolfville, Nova Scotia Canada B0P 1X0

Telephone: (902) 585-1617 Facsimile: (902) 585-1078



#### Dear Member of Senate:

I advise you that a meeting of the Senate of Acadia University will occur at **4:00 p.m.** on Tuesday 14<sup>th</sup> October, 2014 in **BAC 132**.

#### The agenda follows:

- 1) Approval of Agenda
- 2) Minutes of the Meeting of 8<sup>th</sup> September, 2014
- 3) Announcements (normally 10 minutes per speaker)
- 4) Time sensitive items
  - a) Approval of Graduates
    - *i.* Approval of list (to be circulated)
    - *ii.* Enabling motion (attached)
- 5) New Business
  - a) VPA report on Proposed Budget 2014-2015 (to be circulated)
  - b) Senate Committee's Goals and Priorities for 2014-2015 (attached)
    - i) Senate Executive Committee report to Senate
    - ii) Academic Integrity Committee report to Senate
    - iii) Academic Planning Committee report to Senate
    - iv) Academic Program Review Committee report to Senate
    - v) Academic Technologies Committee report to Senate
    - vi) Admission & Academic Standing (Appeals) report to Senate
    - vii) Admission & Academic Standing (Policy) report to Senate
    - viii) Archives Committee report to Senate
    - ix) Awards Committee report to Senate
    - x) Board of Open Acadia report to Senate
    - xi) By-laws Committee report to Senate
    - xii) Curriculum Committee report to Senate
    - xiii) Faculty Development Committee report to Senate
    - xiv) Graduate Studies Committee report to Senate
    - xv) Honours Committee report to Senate
    - xvi) Library Committee report to Senate
    - xvii) Nominating Committee report to Senate
    - xviii) Research Committee report to Senate

- xix) Scholarships, Prizes and Awards Committee report to Senate
- xx) Students with Disabilities that Affect Learning report to Senate
- xxi) T.I.E. Committee report to Senate

Sincerely,

ORIGINAL SIGNED
Rosie Hare
Recording Secretary to Senate

#### **Enabling Motion**

Any candidate for an Acadia degree, diploma or certificate who should receive a grade or otherwise qualify or be disqualified between this Senate meeting and the Senate meeting in April 2015, may, if circumstances require, be considered by the Chair of the Admissions and Academic Standing Committee, the appropriate Dean, the appropriate Head/Director, and the Registrar, acting as an ad hoc committee of Senate, they having the power to make consequential amendments to the graduation list. Any such amendments to the list shall be reported to Senate at the next Senate meeting.

# Academic Sector – Budget 2014-2015

	Salary+					
	Benefits	TA's	25.54	25.56	Other	Total
Faculty of Arts:						
Art	89.8		2.4	2.3	2.0	96.4
History and Classics	1,444.2	8.4	28.2	2.3	14.9	1,497.9
Economics	686.3	5.9	14.1	2.3	7.3	715.9
English	2,462.2	9.7	45.8	2.3	36.2	2,556.2
Languages & Literatures	1,180.5	7.7	28.2	2.3	13.3	1,231.9
Philosophy	530.9	2.8	9.4	2.3	2.9	548.3
Politics	662.5	5.5	14.1	2.3	8.3	692.6
Sociology	975.3	5.2	21.2	2.3	10.3	1,014.2
School of Music	1,624.7	8.3	29.4		39.3	1,701.8
Interdisciplinary Study		¥			2.0	2.0
Promotions					46.3	46.3
Dean's Office & Discretionary (FA)	209.3	4.4	÷		47.4	261.1
Total Faculty of Arts	9,865.7	57.9	192.7	18.0	230.2	10,364.5

## Academic Sector – Budget 2014-2015

	Salary+					
	Benefits	TA's	25.54	25.56	Other	Total
Faculty of Pure & Applied Science:						
Biology	2,369.0	42.0	47.0	2.3	87.2	2,547.5
Chemistry	1,059.3	34.7	21.2	2.3	68.4	1,185.8
School of Computer Science	862.2	18.0	11.8	2.3	34.0	928.3
Environmental Science	1,021.8	12.1	18.8	2.3	51.2	1,106.2
Mathematics & Statistics	1,614.6	57.9	35.3	2.3	13.9	1,723.9
Physics	638.4	17.9	11.8	2.3	18.8	689.2
Psychology	1,539.3	10.6	32.9	2.3	29.6	1,614.7
School of Engineering	571.7	13.6	11.8	2.3	20.6	619.9
School of Nutrition & Dietetics	715.0	14.2	14.1	2.3	41.5	787.0
Health Science Advisor	7.9				0.4	8.3
Promotions		-		-	44.0	44.0
Dean's Office & Discretionary (FPAS)	414.3	9.6	1.8	-	48.6	474.3
Total Faculty of Pure & Applied Science	10,813.5	230.5	206.2	20.3	458.4	11,728.9

## Academic Sector – Budget 2014-2015

	Salary +					
	Benefits	TA's	25.54	25.56	Other	Total
Faculty of Professional Studies:						
School of Business Administration	2,396.6	26.3	49.4	2.3	35.9	2,510.4
School of Education	1,913.3	5.3	40.0	2.3	74.3	2,035.1
Schools of Community Development & Kinesiology	2,153.8	36.8	40.0	2.3	50.3	2,283.1
Promotions	-	-		-	34.0	34.0
Dean's Office & Discretionary (FPS)	317.5	15.5	1.6	•	36.0	370.6
Total Faculty of Professional Studies	6,781.2	83.8	130.9	6.8	230.6	7,233.2
Research & Graduate Studies	589.2	86.0			47.8	723.0
Academic Support:						
Library	1,998.2	•	18.8	2.3	864.4	2,883.6
Inter Library Loans	-	•	•	-	30.0	30.0
Academic General:						
Program Funding	-		-		59.0	59.0
Faculty Recruitment & Moving Expenses	-		*		62.0	62.0
Postage	-	-		•	50.0	50.0
Proferssional Development - Faculties					30.0	30.0
Indirect Costs of Research					230.8	230.8
Miscellaneous	39.0	•	•		43.4	82.4
Total Academic General	39.0		-		475.2	514.2
VP Academic	268.8				18.8	287.6

#### SENATE EXECUTIVE COMMITTEE REPORT TO SENATE

#### **September 30, 2014**

The Senate Executive Committee held its first meeting on Monday September 29, 2014. This committee will meet again on the following dates: November 24, 2014; January 26, 2015 and June 24, 2015. The most significant mandates of the committee, according to the Senate constitution, is "to consider matters that in its judgment call for senatorial action" and "to consider matters referred to it by Senate." At our first meeting on September 29 we therefore discussed items that will appear on the Senate agenda in the near future (specifically, reports from the Transition Chairs, the initiative from the By-laws Committee, the Strategic Research Plans as well as issues relating to timetabling and curriculum). The Executive Committee also discussed the relationship between Senate's role as a deliberative body and its role as an executive (that is, decision-making) body and considered strategies for striking a better balance between the two, such as encouraging more succinct and selective contributions to Senate debate.

Paul Doerr Senate and Senate Executive Chair

#### Academic Integrity Committee Report

A meeting of the Academic Integrity Committee was held on October 2nd.

Members: D. Serafini, S. Ahern, J. Holt, S. Potter, P. Townsend, C. Thompson

The following was decided:

- 1. The committee Chair for 2014-15 will be S. Potter.
- 2. The committee will meet on a monthly basis
- 3. The following items will be the focus of the committee's work this year:
  - a. A review of Senate's current academic integrity policy and processes (i.e. does anything need to be updated or changed?).
  - b. A review of Senate's academic integrity policy and processes vis-à-vis facultyand department-specific policies (i.e. are there differences in how infractions are penalized across departments, schools, and faculties? Are expectations and penalties clear to students?).
  - c. A review of the central registry of infractions (do we need to start collecting additional data points? How should we use the data we collect? How and to whom and when should the data be reported?, etc.).

Respectfully submitted,

Derek Serafini Transitional Chair

#### **Academic Planning Committee**

#### Report to the Senate of Acadia University October 2014

This report relates to the May 2014 changes to the Constitution of the Acadia University Senate—changes that now require every Senate Committee hold a minimum of two face-to-face meetings each year. The first on these meetings is to be held early in the Senate year, at any time between July 1 and very early October. The Academic Planning Committee has met several times since July, and the need to comply with this new reporting criteria of Senate was specifically addressed at the meeting on 28 August. At this meeting the members of the Committee:

- 1) Confirmed that Dr. Bob Perrins, the Acting Vice-President Academic, shall serve as the committee's chair for the current year.
- 2) Set the following meeting dates for the Fall 2014 term: September 30; October 16 and 31, November 13, 18, and 28, and December 2 and 11. Other meetings will be added as the business of the committee requires. Meeting dates for the Winter Term 2015 will be set in early January.
- 3) Agreed that the normal meeting modality for the current year will be to hold meetings in person, although if a member cannot attend the meeting then arrangements will be made for them to call in to the meeting via telephone, Skype, or some other means.
- 4) The Academic Planning Committee, which was constituted as a Standing Committee of Senate at its meeting of 18 June 2012, also reviewed its mandate, which reads:

The Academic Planning Committee shall make recommendations to Senate on matters relating to academic principles and planning. In carrying out its work, the Committee shall consult widely with all stakeholders and relevant bodies on campus. The APC shall report regularly to Senate, no less than two times per year.

It was decided upon review of the Committee's mandate and the current tasks before the Academic Planning Committe that the committee's work will constitute moving toward two major goals in the upcoming year:

• To revisit the criteria for tenure-track application reviews – the committee will solicit input from the academic sector's community on campus, produce a recommendation to Senate outlining the criteria, reviewing the academic sector's input regarding the criteria, and presenting procedural options to Senate concerning the recommendation (should it be another rolling one-year temporary set of criteria, should it be adopted on a more formal, long-term basis, etc.);

•	The continued development and implementation of the forward planning process,
	taking account of both internal and external environmental factors, leading to a report
	to Senate in 2016

Sincerely,

Bob Perrins, Chair

#### **Academic Program Review Committee**

#### Report to the Senate of Acadia University October 2014

This report relates to the May 2014 changes to the Constitution of the Acadia University Senate—changes that now require every Senate Committee hold a minimum of two face-to-face meetings each year. The first on these meetings is to be held early in the Senate year, at any time between July 1 and very early October.

The Academic Program Review Committee met for the first time for the 2014-2015 academic year on 17 September 2014. At this meeting the members of the Committee:

- 1) Confirmed that Dr. Bob Perrins, the Acting Vice-President Academic shall serve as the committee's chair for the current year.
- 2) Agreed that it would meet the twice more in the fall term to review the outstanding departmental follow-up reports from the past year, and then three times in the winter term to review the schedule for program reviews for the entire campus for the next five years, and to review the report of the review committee for this fall's Geology program review, and to present a recommendation's report to Senate by spring 2015.
- 3) Agreed that the normal meeting modality for the current year will be to hold meetings in person, although if a member cannot attend the meeting then arrangements will be made for them to call in to the meeting via telephone, Skype, or some other means.
- 4) The Admissions and Academic Standing Appeals Committee also reviewed its Mandate, which reads:
  - *a)* To determine policy and procedures for conducting program reviews;
  - b) To determine annually which academic units are to be reviewed;
  - c) To select the members of each unit review committee;
  - d) To oversee the process of review in each case;
  - e) To make recommendations to Senate on the basis of the findings of each unit review committee; and
  - f) To Deal with such matters as Senate may from time to time entrust to the committee.

Sincerely,

Bob Perrins, Chair

### Senate Academic Technologies Committee Annual Report for 2013-2014

#### **Committee Members 2013-2014**

Membership	Representative	Term	Retirement
Vice-President	T. Herman (until June	ex-officio	
Academic	30, 2014) R. Perrins		
	(July 2014 - present).		
Director of Technology	G. Doucette	ex-officio	
Services			
Coordinator, Academic	D. Currie	ex-officio	
Technologies			
Director of Open	J. Banks	ex-officio	
Acadia			
Arts	R. Cunningham	3 yrs	2017
Prof. St.	R. Pitter	3 yrs	2015
P&A Sc.	D. Benoit	3 yrs	2015
Librarian	M. Beazley	3 yrs	2014
Student (Arts)	S. Bethune (until March	1 yr	2015
	31, 2014) C. Thompson		
	(April 1, 2014 - present)		
Student (Prof. St.)	H. Rode	1 yr	2015
Student (P&A Sc.)	B. Ells (until March 31,	1 yr	2015
	2014) R. Densmore		
	(April 1, 2014 - present)		

Chair: D. Currie Secretary: J. Banks

#### Meetings 2013-2014

Two meetings were scheduled over the 2013-2014 academic year, on February 6 and March 31, with follow-up action over the summer investigating Student Response Systems.

Respectfully submitted,

Duane Currie, Chair

October 6, 2014

#### **Admissions and Academic Standing Appeals Committee**

#### Report to the Senate of Acadia University October 2014

This report relates to the May 2014 changes to the Constitution of the Acadia University Senate—changes that now require every Senate Committee hold a minimum of two face-to-face meetings each year. The first on these meetings is to be held early in the Senate year, at any time between July 1 and very early October.

The Admissions and Academic Standing Appeals Committee met for the first time for the 2014-2015 academic year on 23 September 2014. At this meeting the members of the Committee:

- 5) Confirmed that Dr. Bob Perrins, the Acting Vice-President Academic shall serve as the committee's chair for the current year.
- 6) Agreed that it would meet the week of 15 June 2015 to review student dismissal appeals from the 2014-15 academic year, and meet at other times during the year if the situation arises.
- 7) Agreed that the normal meeting modality for the current year will be to hold meetings in person, although if a member cannot attend the meeting then arrangements will be made for them to call in to the meeting via telephone, Skype, or some other means.
- 8) The Admissions and Academic Standing Appeals Committee also reviewed its Mandate, which reads:

To hear appeals against academic regulations or the interpretation of such regulations that have not been resolved at the Department, School, or Faculty level or through the Registrar's Office.

Sincerei	у,	
Bob Pen	rins	Chair

Cimanual.

#### **Admissions and Academic Standing Policy Committee**

### Report to the Senate of Acadia University October 2014

This report relates to the May 2014 changes to the Constitution of the Acadia University Senate—changes that now require every Senate Committee hold a minimum of two face-to-face meetings each year. The first on these meetings is to be held early in the Senate year, at any time between July 1 and very early October.

The Admissions and Academic Standing Policy Committee met for the first time for the 2014-2015 academic year on 26 September 2014. At this meeting the members of the Committee:

- 9) Confirmed that Dr. Bob Perrins, the Acting Vice-President Academic shall serve as the committee's chair for the current year.
- 10) Agreed that it would meet at on a couple of occasions later in the fall semester, and then again in January in order to prepare materials to bring before Senate.
- 11) Agreed that the normal meeting modality for the current year will be to hold meetings in person, although if a member cannot attend the meeting then arrangements will be made for them to call in to the meeting via telephone, Skype, or some other means.
- 12) The Admissions and Academic Standing Policy Committee also reviewed its Mandate, which reads:

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.

After reviewing its mandate the committee agreed that it would review the policies and regulations outlined in the University Calendar, as well as those on the Registrar's homepage, and insure that all policies are communicated to Senate and the campus community. The committee intends to present a report to Senate on its work in the spring of 2015.

Sincerely,

Bob Perrins, Chair

#### SENATE ARCHIVES COMMITTEE REPORT TO SENATE

#### **September 23, 2014**

The Senate Archives Committee held its first meeting on Wednesday September 17 2014. The committee resolved to meet again in mid-December 2014 and March 2015. Ann Smith emerged as new Chair of the committee, taking over from the relieved Transition Chair, Paul Doerr. The committee noted that three positions are vacant (specifically we need reps from FAPS, Acadia Alumni and the Convention of Atlantic Baptist Churches). The committee also discussed the need to be more of an activist committee in meeting the needs of the University Archives (as opposed to remaining an information committee).

Submitted by Paul Doerr Committee Transition Chair (ex)



TO:	SENATORS
FROM:	RAYMOND E. IVANY, PRESIDENT AND VICE-CHANCELLOR
SUBJECT:	AWARDS COMMITTEE
DATE:	OCTOBER 6, 2014
Senators:	
Given that	I serve as the Standing Chair of the Awards Committee, there is no need to convene the to name a Chair.
accepting r	s Committee operates on a regular cycle of soliciting nominations for honorary degrees, nominations for Emeriti awards followed by evaluation of the nominees and finally, ecommendations to Senate. The 2014-15 cycle will begin with our public call for honorary minations in late fall.
I trust the a	above information serves to update Senate on the status of the Awards Committee.
Respectful	ly,
Ray	

## Minutes Open Acadia Board – Transition Meeting Wednesday, October 1, 2014

#### 3:00 PM K.C. Irving Centre – Acadia Room

#### Present:

Board Members - Dr. Robert Perrins, Dr. Jeff Banks, Dr. Heather Hemming, Dr. Jeff Hennessy, Dr. Peter Williams, Ms. Mary MacVicar, Mr. Derrick Serafini, Mr. Kevin Duffie Recording Secretary – Shawna Singleton

Regrets: Dr. Heather Hemming, Dr. Peter Williams

Dr. Banks welcomed and introduced the Board to our new student representative, Mr. Kevin Duffie.

The purpose of this meeting was to:

- 1. Elect a Chair for the upcoming year, if there wasn't already an existing Chair.
- 2. Set meeting dates for the upcoming year.
- 3. Decide on acceptable meeting modalities for the upcoming year (e.g. all meetings to be held in person, or will some be held via conference call, Skype, etc.)
- 4. 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.

#### Item 1

Dr. Banks confirmed that a Chair does not need to be elected as the Chair role is one of the responsibilities of the Vice President Academic.

#### Item 2

It was determined that the next meeting of the Board of Open Acadia will take place mid-November with a follow up meeting in January.

#### Item 3

It was agreed that in person meetings are preferred, but that phone, Skype, or Face-time participation would also be acceptable when necessary.

#### Item 4

Dr. Banks shared the mandate of the Open Acadia Board which is to formulate, review and modify policy pertaining to the operation and enhancement of the program in Continuing Education at Acadia University.

Dr. Banks advised that he would like the Board to review and formulate a number of policies to take to Senate. He indicated that he would like most of the work done at the Dean's Meetings.

Senate Chair Report By-Laws Committee October 3, 2014

As per the Senate requirements, the following is an update from the Chair, Senate By-Laws Committee (also see the Annual Report presented to Senate in June 2014).

#### Priority:

The most significant work the By-Laws Committee completed in 2013-14 was developing and implementing a process to review the Senate Committee structure. The Senate By-Laws Committee met several times in 2013-14, and once to this point in 2014-15, to work on a committee mapping process, which resulted in the development of clusters of Committees around key themes (see Annual Report, June 2014).

This will be the main focus of our work in 2014-15:

- The emerging groupings of Senate Committees, which theme under each of these clusters, will be discussed at sessions this fall with Senate Committee Chairs (or designates) to obtain feedback and suggested modifications.
- What is emerging is a draft structure for Committees to consider, which after input, will frame the recommendations presented to Senate by the By-Laws Committee later in the year.

#### Meetings (in person):

- July 15, 2014 (taken place)
- October 9, 2014

Additional dates will be planned based on the schedules of Senate Committee Chairs (or designates) for the cluster conversations.

#### Membership:

Barb Anderson, Chair (Representative, Faculty of Pure and Applied Science) William Brackney (Representative, Faculty of Theology) Jim MacLeod (Representative, Faculty of Professional Studies) Herb Wyile (Representative, Faculty of Arts)

#### **Curriculum Committee Report**

A meeting of the Senate Curriculum Committee was held on September 18<sup>th</sup>.

Members: D. Serafini, P. Townsend, S. Hewitt, P. Rigg, R. Seaman, P. Callaghan, R. Raeside, C. Killacky, L. Murphy, C. Thompson

The following was decided:

- 1. The committee Chair for 2014-15 will be D. Serafini
- 2. The committee will schedule as many meetings as are necessary to review curriculum submissions, as well as additional meetings as necessary to discuss additional issues.
- 3. The following items will be the focus of the Curriculum Committee's work this year:
  - a. Receive and review curriculum proposals from the faculties
  - b. A discussion of what constitutes substantive vs. non-substantive curriculum changes and whether the SCC should receive all changes.
  - c. Review duties and process of the committee.

Respectfully submitted,

Derek Serafini Transitional Chair

#### Report of the Faculty Development Committee (FDC), October 2014

Since our last report to Senate (May, 2014), the Faculty Development Committee has had three face-to-face meetings during the summer. We have also been "meeting" over email throughout September. At the first meeting in the summer, the committee agreed that Lisa Price would continue as Chair of the committee for the 2014-2015 year. Presently, the FDC has two goals. First, we are organizing a workshop to support teaching excellence at Acadia to be held on October 27th 9-12:30. Second, we would like to build capacity for Acadia faculty to be more competitive for regional and national teaching awards. To this end, we have been consulting with the Deans and the Associated Alumni of Acadia University who are working toward establishing awards for excellence in teaching at Acadia.

Respectfully submitted,

Lisa Price, Chair

Senate Agenda October 14 2014 Section 5) b) xiv) Page 22

#### **Senate Committee on Graduate Studies**

The Senate Committee on Graduate Studies has already met once this year (September 12<sup>th</sup>) and will hold at least one other meeting, likely in February. Beyond that, the Committee meets on as as-need basis. Given the size of the Committee (19), regular and non-contentious curriculum items are dealt with electronically, but other issues (program initiatives, policy changes) result in face-to-face meetings.

Chair, David MacKinnon
Dean, Research & Graduate Studies

Senate Agenda October 14 2014 Section 5) b) xv) Page 23

#### **Senate Honours Committee**

I do not chair the Senate Honours Committee, and the Committee has not yet met to select a chair. However, a meeting is planned for the week on October 13<sup>th</sup> to accomplish this and to construct an agenda for the year. Whatever other meetings are scheduled, a meeting is always held in the winter prior to the submission of Honours theses to Research & Graduate Studies.

David MacKinnon Senate Honours Committee, ex officio

#### **Senate Committee on the Library**

The committee met initially on September 22 in the Vaughan Library Staff Lounge with 9 members present. We reviewed the work accomplished the previous year and discussed the mandate of the committee going forward.

We agreed to hold a second meeting this term, plus at least two meetings in Winter Term. We will be looking at various advocacy concerns and following closely plans to appoint a university librarian. We have encouraged various stakeholders to bring to the committee emerging concerns from departments and units.

Our goal is to provide support and advocacy for the mission of the library as a vital academic component of the university community.

William H. Brackney, Chair September 30, 2014

#### **SENATE NOMINATING COMMITTEE - REPORT TO SENATE**

October 6, 2014

The Senate Nominating Committee for 2014-15 (consisting of Ian Hutchinson, Eva Curry, Romira Worvill, Ana Saroli, David Piper, Andrew Mitchell and Ray Ivany) held its initial meeting for the academic year on September 17<sup>th</sup> 2014. Most of the meeting was occupied by a review of our mandate and a general discussion of past practices and operating philosophy. Before adjourning, Andrew Mitchell (the transitional chair) was elected to chair subsequent meetings.

Yours Respectfully,

Andrew Mitchell
Chair, Senate Nominating Committee

#### **Senate Research Committee**

The Senate Research Committee will hold its first formal meeting in October, but a subset (writing group) of the Committee met throughout the summer and as recently as September 24<sup>th</sup> to prepare a draft of the Strategic Research Plan (SRP). Once ready, the SRP will be vetted through a campus-wide process agreed upon by Senate, with the intention of having it come before Senate this fall. A second meeting of the Senate Research Committee has not yet been set, but given the activity that may accompany the SRP, I anticipate that the Committee will meet on numerous occasions this year.

Chair, David MacKinnon
Dean, Research & Graduate Studies

#### ACADIA UNIVERSITY

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

REPORT DATE: September 22, 2014

#### SPAC COMMITTEE CHAIR

Richard Karsten will chair the committee to the end of December 2014. As Richard Karsten is on sabbatical in January, Scott Landry will chair for January to June 2015.

#### MEETINGS DATES

The committee will meet in person and via email.

The committee met in person on September 18, 2014. Additional meetings for the 2014-2015 year are expected to be held on the following dates: Late September/early October 2014 Early March 2015 Week of March 16, 2015 May 2015

Several other meetings may be held between the SPAC Chair, Secretary, and Manager of Scholarships & Financial Assistance to decide upon various awards and matters as needed.

The Bursary & Loan Committee of SPAC will meet weekly throughout the academic year as needed. The first meeting was held on September 11, 2014.

PURPOSE AND DUTIES OF COMMITTEE
The committee reviewed the purpose and duties below. No changes were made.

- To decide policy and process by which winners of scholarships, prizes, bursaries and awards are to be selected and to gather all information it considers necessary for the selection;
   To select the winners of all undergraduate scholarships, prizes and awards;
- 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;
   To promote interest in the scholarship program by posters, letters and other means;
   To consider such other matters as the Senate may from time to time entrust to the Committee.

Respectfully submitted,

amela Pamela D'Entremont Secretary

Richard Karsten Chair

Report to Senate from Senate Committee on Students with Disabilities that Affect Learning

Meets 4-6 times during academic year, or more as needed; first meeting of 2014-2015 year was on 19 September 2014, Dr. Carol Anne Janzen, Chair

Incoming Chair is Dr. Lynn Aylward

This is a active and busy committee, seeking to support the learning needs of students with disabilities that affect learning, through Accessibility Services of the Student Resource Centre

Goals for the coming year: Explore resource needs and sources for Accessibility Services

Submitted by Carol Anne Janzen, past chair 6 Oct. 2014

#### TIE Committee Report

A meeting of the Timetabling, instruction Hours, and Examinations Committee was held on September 16<sup>th</sup>.

Members: H. Rode, R. Densmore, C. King, L. Narbeshuber, J. Sanford, D. Serafini, J. Diamond

The following was decided:

- 4. The committee Chair for 2014-15 will be J. Diamond.
- 5. The committee will meet on a weekly basis for the fall semester. Meetings will generally take place in-person, though some members may choose to participate via phone or Skype from time-to-time as necessary.
- 6. The following items will be the focus of TIE's work this year:
  - a. Review of exam regulations (i.e. the misalignment of current Senate policy with actual practice; the challenges with holding examinations in the gym; the lack of clarity around what is an appropriate exam schedule for students how many exams on one day, over two days, etc.). Also, as one of the committee's duties is to ensure "proper examination procedures are carried out," the committee seeks to determine what "proper examination procedures" include and what abilities TIE actually has to ensure they are carried out.
  - b. Review of timetabling slot system (would an alternative system allow greater flexibility for students and academic programs as well as allow for better utilization of space?).
  - c. Review of the fall reading week as well as the extended add/drop periods in the fall and winter.
  - d. Establishing academic dates for 2015-16, as well as provisional dates for future academic years.

Respectfully submitted,

Derek Serafini Transitional Chair