

Office of the Senate Secretariat

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Dear Member of Senate:

I advise you that a meeting of the Senate of Acadia University will occur at **4:00 p.m.** on Monday 11th April, 2016 in **BAC 132**.

The agenda follows:

- 1) Approval of Agenda
- 2) Minutes of the Meeting of 14th March, 2016
- 3) Announcements (*normally 10 minutes per speaker*)
- 4) New Business
 - a) Motion from the Scholarships, Prizes and Awards committee to update committee duties (*attached*)
 - b) Notice of nominees: For Chair and Deputy-Chair of Senate from the Nominating committee (*verbal notice*)
 - c) Two Motions from the By-laws committee – standing committees changing to ad-hoc status (*attached*)
 - d) Motion from the By-laws committee that the Curriculum committee be divided into two standing committees (*attached*)
 - e) Motion to Senate re: Academic Regalia for the Ph.D. program
 - f) Motion from the Academic Planning Committee – Principles emerging from the identified themes (*to be circulated*)
 - g) Motion from the Faculty of Professional Studies regarding changes to the FPS Constitution (*attached*)
- 5) Carried over from March 14 2016 Senate Meeting

a) Senate member vacancy on the Senate Nominating committee (*Registrar*)

Sincerely,

ORIGINAL SIGNED
Rosie Hare
Recording Secretary to Senate

The duties have not been updated in a number of years so we would like to update as per the proposed wording below (see updates in red).

We have also added a quorum and have listed the sub-committees as these have not been previously listed (also in red).

Motion that Senate approve the proposed changes in wording to the committee duties and the addition of a committee quorum and the listing of the sub-committees

CURRENT WORDING

Committee: Scholarships, Prizes and Awards Committee

Type: Standing

Status: Active

Duties:

- (1) To decide policy and process by which winner of scholarships, prizes, bursaries 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) Periodically to 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.

PROPOSED WORDING

Committee: Scholarships, Prizes and Awards Committee

Type: Standing

Status: Active

Duties:

- (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.

Quorum: 6 with at least 1 member from each faculty

Sub-Committees:

(1) Bursary and Loan Committee

- 1 Registrar or Delegate
- 1 Financial Aid Counselor
- 1 Manager of Student Accounts
- 1 ASU VP Academic
- 1 SPAC faculty member and alternate (faculty member)

(2) Awards and Appeals Committee

- 1 Registrar or Delegate
- 1 Financial Aid Counselor
- 1 Chair of SPAC
- 1 SPAC faculty member in different faculty than Chair

Notice of Motions from the By-laws Committee

Motion 1

Given that, at the Senate meeting of 13 April 2015, the following motion was passed,

4 (e) (ii) Motion that the Admission and Academic Standing Committee (Appeals) be changed from a standing committee to an ad-hoc committee to be constituted as needed from a pool of eligible and willing members, and to be guided by the existing membership of the committee’.

the By-laws Committee moves that the description of the Admission and Academic Standing Committee (Appeals) be struck from the list of Senate Standing Committees and that the committee be added to the list of Senate Ad Hoc Committees in the following terms:

ADMISSIONS AND ACADEMIC STANDING COMMITTEE (APPEALS)

- The Admissions and Academic Standing Committee (Appeals) shall be activated as needed, by the Chair of Senate, serving as Chair of the committee. The membership of the Admissions and Academic Standing Committee (Appeals) shall be elected in accordance with Article VI. 1. and shall be as follows:
 - The Chair of Senate, Chair
 - Two members of the Faculty of Arts
 - Two members of the Faculty of Professional Studies
 - Two members of the Faculty of Pure and Applied Science
 - One member of the Faculty of Theology
 - One student
 - The Registrar or delegate (non-voting)
- The duties of the Admissions and Academic Standing Committee (Appeals) shall be:

- a. To hear appeals in respect to or arising from academic regulations or the interpretation of such regulations that have not been resolved at the Departmental, School or Faculty level or through the Registrar's Office.

Motion 2

Given that, at the Senate meeting of 13 April 2015, the following motion was passed,

(iii) Motion that the Academic Discipline Appeals committee be changed from a standing committee to an ad-hoc committee, to be constituted as needed from a pool of eligible and willing members, and to be guided by the existing membership of the committee.

the By-laws Committee moves that the description of the Academic Discipline Appeals Committee be struck from the list of Senate Standing Committees and that the committee be added to the list of Senate Ad Hoc Committees in the following terms:

ACADEMIC DISCIPLINE APPEALS COMMITTEE

- i. The Academic Discipline Appeals Committee shall be activated as needed by the Chair of Senate, after notification by the Vice-President (Academic). The membership of the Academic Discipline Appeals Committee shall be elected in accordance with Article VI. 1. and shall be as follows:
 - One member of the Faculty of Arts
 - One member of the Faculty of Professional Studies
 - One member of the Faculty of Pure and Applied Science
 - Two students
- ii. The duties of the Academic Discipline Appeals Committee shall be:
 - a. To deal with any matter of academic discipline which cannot be resolved by the Vice-President (Academic).

Background

On April 13, 2015, Senate passed a motion approving the division of the Senate Curriculum Committee:

“that the Curriculum committee be divided into two standing committees: Curriculum committee (Administrative), which would be responsible for duty one of the present mandate; and Curriculum committee (Policy), which would be responsible for duties two to five of the present mandate.”

The duties of the Curriculum Committee (as it existed in the past) were:

- (1) to consider recommendations from any Faculty, Department or School for changes in its degree, certificate or diploma regulations and make recommendations to Senate;
- (2) to initiate and make recommendations concerning changes in the curriculum; in particular, to make recommendations concerning the requirements for any degree;
- (3) to consider changes in the curriculum which may be made necessary by changes in secondary school matriculation standards;
- (4) to consider submissions from all departments or schools, or from any individual concerning changes in the curriculum;
- (5) to consider such other matters as Senate may from time to time entrust to the Committee.

The normal process for undergraduate curriculum changes needed for the introduction of new courses or programs, or the modification or deletion of existing courses or programs is as follows:

- development of concept by department or school and completion of SCC form
- consideration by Faculty curriculum committee for recommendation to Faculty Council
- consideration by Faculty Council for recommendation to Senate Curriculum Committee
- consideration by Senate Curriculum Committee for recommendation to Senate
- approval by Senate.

MOTION

To amend the By-laws of Senate, beginning in the 2016-17 academic year, to replace the description of the current Senate Curriculum Committee with the descriptions of the two committees below:

[Note concerning transition of membership: Continuing members on the Curriculum Committee will complete their current terms on either of the two committees. It was recognised that the staggering of terms will be decided when it is known who will continue from the 2015-16 committee.]

Curriculum Committee (Administrative)

- The membership of the Curriculum Committee (Administrative) shall be elected in accordance with Article VI. 1. and shall be as follows:
 - Registrar† (non-voting, *ex officio*)
 - University Librarian or delegate (voting)
 - two members from the Faculty of Arts,
 - two members from the Faculty of Pure & Applied Science
 - two members from the Faculty of Professional Studies
 - one member from the Faculty of Theology
 - one student
 - the chair† of the Curriculum Committee (Policy) committee.

ii). The duties of the Curriculum Committee (Administrative) shall be:

- 1) to oversee and co-ordinate all proposed changes in undergraduate degree, certificate or diploma requirements, including interaction with the originators, and to make recommendations to Senate concerning such changes.
- 2) to identify issues arising as a result of recommended changes in undergraduate degree, certificate or diploma requirements, and to forward issues to relevant bodies for consideration and action.
- 3) to consider all changes in undergraduate courses from all departments or schools, or from any individual concerning changes in the curriculum, including interaction with the originators, and to make recommendations to Senate concerning such changes.
- 4) to collaborate with the Registrar's office to produce the programs of study and course listings sections of the annual Calendar.
- 5) to consider such matters as Senate may from time to time entrust to the Committee.

and

Curriculum Committee (Policy)

- i. The membership of the Curriculum Committee (Policy) shall be elected in accordance with Article VI. 1. and shall be as follows:
- Registrar† (non-voting, *ex officio*)
 - University Librarian or delegate (voting)
 - one member* the Faculty of Arts
 - one member* the Faculty of Pure & Applied Science
 - one member* the Faculty of Professional Studies
 - one member from Faculty of Theology
 - one student
 - the chair† of the Curriculum Committee (Administrative) committee.

* one of the members from the Faculties of Arts, Pure and Applied Science and Professional Studies is designated as having specific responsibility for IDST issues, on a rotating basis.

† the members so-marked are members of both committees

ii. The duties of the Curriculum Committee (Policy) shall be:

- 1) to investigate innovative and alternative methods of provision of undergraduate curriculum.
Rationale: this ensures the committee is forward-thinking and proactive in its role.
- 2) to develop policies to ensure that undergraduate curriculum is consistently provided and administered across faculties.
Rationale: this ensures the Policy committee will take the initiative in the development of curriculum policies.
- 3) to ensure that the implementation of policies for undergraduate curriculum is managed, evaluated, revised and disseminated in a coherent and coordinated fashion.
Rationale: this provides for the on-going improvement of curriculum policies.
- 4) to collaborate with the Curriculum Committee (Administrative) to ensure the maintenance of an appropriate structure for the consideration of curricular changes.
Rationale: this provides advice and recommendations concerning the procedures used in the consideration of curriculum.
- 5) to consider such matters as Senate may from time to time entrust to the Committee.

MOTION:

Whereas Acadia University will be graduating doctoral students from its School of Education, and that such graduates will require appropriate academic regalia that reflect the University's historic colours,

Be it resolved that the academic regalia for earned doctoral degrees at Acadia University be a navy blue robe, a red garnet velvet hood that will be lined with white satin and navy blue satin piping, and a navy blue velvet befeater hat with red garnet strand and tassel.

Principles Emerging from the Senate Discussion

Whereas Senate embarked on a “Big Picture” Discussion in December 2015, and whereas the Academic Planning Committee was directed by Senate to identify emergent themes from that discussion, and subsequently principles based on the discussion and ensuing debate in Senate, the Academic Planning Committee **moves** that the following principles be adopted by Senate:

1. Senate reaffirms the definition of an Acadia Education, passed at Senate April 2013, i.e.,
An Acadia education:
 1. *Is rigorous and liberal and requires students to gain knowledge and understanding within and across disciplines.*
 2. *Focuses on the whole student and fosters healthy academic, social, and residential experiences to develop well-rounded critical thinkers, engaged citizens, and lifelong learners.*
2. Acadia believes that opportunities for flexibility and choice in rigorous student learning should be enhanced.
3. Acadia continues to support the broader integration of the academic sector.
4. Acadia’s educational environment promotes engagement and critical analysis in our graduates as they enter the broader world.
5. Acadia believes in supporting community connections and engagement as part of the university experience.
6. Acadia believes in engaging our students with research.

Motion to request that Senate approve the following changes to the Faculty of Professional Studies Constitution:

The changes outlined in the FPS constitution for the most part reflect changes that result from the division of the School of Recreational Management and Kinesiology into the School of Kinesiology and the Department of Community Development. The only exception is described below. *Director* has been replaced by “*Director/Head*” and *School* has been replaced by “*School/Dept.*” “*ACSB*” has been replaced by the new title “*ACE*”. On page 2 “...the three Librarians of FPS” has been changed to say “...*the Librarians of FPS.*”

The 2014 Faculty of Professional Studies **Award for Excellence in Teaching** Committee requested that the Dean/Directors/and Head review and suggest changes to the nature/criteria/application and selection process for the Award. The revision process was guided by criteria of the Association of Atlantic Universities Teaching Award to facilitate future nominations to the AAU.

Changes to the Constitution related to this award outlined below.

Previous wording in the FPC Constitution was as follows:

The Award for Excellence in Teaching Committee shall consist of six members:

- (a) three faculty members, one from each School, who have held full-time positions in the Faculty for a minimum of three years;
- (b) three students, one from each School, who are third or fourth year undergraduates, second year B.Ed. students, or graduate students.

The Committee shall be responsible for administering the selection process for the Award and reviewing and revising the selection criteria. Consideration should be given to the criteria specified for other internal and external teaching awards.

New wording:

The Distinguished Teaching Award Committee shall consist of seven members:

- (a) Dean of the Faculty of Professional Studies
- (b) Directors and Head from each School/Department in the FPS
- (c) Chair of the Senate Faculty Support Committee
- (d) Acadia Student Union VP Academic

The Distinguished Teaching Award Committee will review all nominations, develop a short list of those worthy of the award, and from the short list determine the best candidate. The award will not necessarily be awarded every year.
