



A meeting of the Senate of Acadia University occurred on Monday, 10 September 2007 beginning at 4:05 p.m. with Chair Ian Wilks presiding and 43 present.

1) Minutes of the Meeting of
23 May 2007

It was moved by R. Perrins and seconded by C. Hoult *that the minutes of Wednesday, 23 May 2007 be approved as distributed.*

MOTION WAS CARRIED.

2) Announcements and
Communications

a) From the Chair

-re Regrets

Regrets were received from A. Irving, D. Julien, S. Lochhead, B. Moody, D. Seamone, and J. White.

-re Agenda

I. Wilks noted an addition to Item 4)c) of the agenda, from the Nominating Committee. This addition was a report nominating P. Hobson as Deputy Chair of the Senate.

-re Senate Membership

He acknowledged newly appointed Senators (some returning for a second term): N. Clark, P. Corkum, R. Gossage, J. Hansen, H. Hemming, T. Herman, G. Hepburn, T. Hergett, P. Hobson, C. Hoult, S. Koul, T. Kouyoumjian, D. MacKinnon, L. Lusby, M. MacLeod, K. Milne, R. Murphy, P. Rigg, D. Seamone, M. Snyder, K. Steele, C. Wightman, and A. Wilson.

-re Senators' Orientation

The Chair noted that the Senate Executive Committee will meet 17 Sept 07 and the annual Senate Orientation Session will be held 24 Sept 07 beginning at 4:00 p.m. in BAC 238.

-re Senate Membership -
Addition of Professional
Librarian (**078-09-SEN**)

I. Wilks read a letter dated 7 September 2007 from the Board of Governors regarding the membership of the Senate (**APPENDIX A**). This communication noted that a motion was passed to amend the voting membership of the Senate to: 1.) include professional librarian representation from one to two members and 2.) confer voting status to the second representative from the Acadia Divinity College.

-re Meeting Procedures

I. Wilks noted that the Senate meetings typically end by 6:00 p.m.; however, when business of the day demands, it may be necessary to go a little beyond and he asked Senators to consider the importance of dealing with items and having a quorum to do so. The Constitution and By-Laws of the Senate require that meeting

procedure in Senate be governed by Arthur Beauchesne's Rules and Forms in the House of Commons of Canada but the tradition is to take Roberts Rules of Order as guiding members on questions regarding order of meetings. The Chair reminded Senators that in the event of a tie vote, he would vote to keep the motion alive and thus to encourage it to come before Senate at another time.

b) From the President

G. Dinter-Gottlieb introduced the current academic team: R. Raeside, Acting Dean of Science; H. Hemming newly appointed Dean of Professional Studies; R. Perrins, Dean of Arts; and T. Herman, Acting Vice-President (Academic) and Acting Dean of Research & Graduate Studies.

G. Dinter-Gottlieb announced that she would not offer for another term as President of Acadia University. She felt there was a lot to be done in her remaining 1 ½ years and looked forward to working toward the many goals with the support of the Senate

She felt that the most pressing issue before her was the enrolment of students. In order to attract high school students to AU a number of initiatives have been put in place. These included a boarding pass program, scholarships, information sessions for high school guidance counsellors, "meet and greets" around the world, "send offs" across the country, and geographically targeting prospective students. Also twenty-year-old admission requirements would be reviewed with the intent to update and make confident with the demands made on students. Senate would have a role in this task.

She reported that the new Biology building was progressing on schedule and the proposed opening date was December 2007. In October, a decision would be made regarding the renovations of the Patterson Building.

G. Dinter-Gottlieb noted that the Capital Campaign was on target and would finish Spring 2008 with a goal of \$50 million.

She reported that S. Symons would form a commission of faculty, students, staff, and community members to evaluate and recommend how AU might serve the mental and the physical health needs of students at AU.

G. Dinter-Gottlieb spoke on the issue of sustainability. E. Callaghan, Director of the Academy for the Environment, would lead a plan to reduce the AU carbon footprint to zero by 2015. An \$8 million project with Johnson Controls was currently underway on campus (replacing toilet fixtures, lights, and cooling system at the rink).

She said that the Fountain Learning Commons was moving towards being a vital part of the campus. She thanked faculty who have put time and effort into this endeavour.

In reply to questions from the floor, the President said that final registration numbers would be available October 1st and a full-time position has been established for recruitment in Ontario and the western provinces.

She announced that a committee would be reconvened to conduct a search for the VP(A) position.

c) From the Vice-President
(Academic)

T. Herman expressed his appreciation to the Deans for their support this summer. The Student Affairs Office has been restructured and the Senior Director is James Sanford, who reports to the VP(A). Orientation Week was successful and he thanked faculty, staff, and students who helped on moving day.

He outlined the Academic Council, which meets on a monthly basis. This body included individuals in the auxiliary services, associated with academic issues.

Heads and Directors workshops on various topics have been implemented and would be held quarterly.

T. Herman announced that a task force was formed to review the co-operative education program at AU. He said that faculty would be approached for input.

d) From the Registrar
-re Enrolment Stats
(078-11-REG)

R. Jotcham distributed registration data for Senators information (APPENDIX B).

3) Business Arising from the
Minutes

a) Senate Membership -
Additional Student
Senator (067-77-THE)

It was moved by C. Hault and seconded by A. Wilson *that a change be made to the Constitution and By-Laws of the Senate of Acadia University to include another student on Senate, in order to allow for the SRC Theology Representative to have a seat. The specific addition proposed is as follows:*

Under II. Membership

Change the entry starting with "Five students..." to read:

Six students, at least one of whom shall be a Graduate Student

MOTION WAS UNANIMOUSLY CARRIED.

The Chair said this matter would not become official until it received the approval of the Board of Governors. He would forward this issue to this body for its consideration.

4) New Business

a) Research Committee -
Research Ethics Board
Membership **(078-01-REB)**

It was moved by T. Herman and seconded by C. Hoult *that Dr. D. Duke (Faculty of Arts Representative) be reappointed for another 3-year term (to expire 30 June 2010); Dr. D. Kruisselbrink (Faculty of Professional Studies Representative) be appointed for a one-year term (1 July 2007 - 30 June 2008) as sabbatical replacement for J. Fowles; Ms. K. Myles (Community Representative) be reappointed for another three-year term (to expire 30 June 2010).*

MOTION WAS CARRIED.

b) 2006-2007 Annual Reports
from Senate Committees
(067-71-REP)

i) Library

It was moved by M. MacLeod and seconded by H. Hemming *that the Library Committee annual report for 2006-2007, as attached to today's agenda, be received.*

MOTION WAS CARRIED.

c) Nominating Committee -
Report on Appointment of
Deputy Chair of Senate
(078-02-NOM)

Referring to a report from the Senate Nominating Committee (**APPENDIX C**), the Chair called for further nominations for the position of Senate Deputy Chair three times and hearing none, declared Paul Hobson Deputy Chair of the Senate for 2007-2008.

d) Admission & Academic
Standing (Policy)
Committee - Revised
MATH Requirements for
Geology, Environmental
Science & Environmental
Geoscience **(078-03-AAS)**

It was moved by T. Herman and seconded by R. Raeside *that based on the new degree requirements previously approved by Senate for the Bachelor of Science in Geology in Environmental Science and in Environmental Geoscience, the admission requirements specific to these programs be changed from NS Advanced Math 11 and 12 and Precalculus 12 to NS Advanced or Academic Math 11 and 12 with a minimum of 70%; or NS Advanced Math 11 and 12 at a minimum of 70%, and Precalculus 12 with a minimum of 60%.*

R. Raeside spoke to this motion. He noted that the national standards no longer require calculus; therefore this motion removes it from AU requirements. Overall entrance requirements still at a 70 average.

It was unclear which high school math requirements were represented in this motion.

It was moved by C. Hoult and J. Eustace *that this motion be tabled.*

MOTION TO TABLE WAS CARRIED.

e) Admission & Academic
Standing (Policy)
Committee - Revised
MATH Requirements for
Biology **(078-04-AAS)**

It was moved by T. Herman and seconded by M. Snyder *that based on a departmental review of admission requirements, the requirement for Pre-calculus math be removed by the requirements for admission to the Bachelor of Science (Biology) and BSC Honours (Biology) programs.*

T. Herman spoke to this motion. He said the current admission math requirement excludes potential students who have other skills and strengths. He felt it was beneficial for all programs to examine admission requirements periodically.

A friendly amendment was made to include BSCH (Biology) in this motion as reflected above

MOTION WAS CARRIED.

f) Admission & Academic
Standing (Policy)
Committee - Revised
Admission Requirements
(078-05-AAS)

It was moved by T. Herman and seconded by M. Trask *that courses accepted as academic by the provincial and territorial departments of education be considered as academic for the purpose of admission to Acadia University.*

R. Jotcham spoke on this motion and said that currently, admission requirements are stated in the calendar with a sub set of courses that are considered academic by various departments of education. This list is twenty years old and many new academic courses have been introduced by governments across the country. Using the AU calendar, students exclude themselves from applying because they have taken a course that is not recognized at AU. She confirmed that specific requirements for specific programs would be maintained and there are procedures and policies that must be followed by school boards, to declare a course academic.

MOTION WAS CARRIED.

g) Timetable, Instruction
Hours, & Examination
Committee-Online Listing

of Final Examinations
(078-06-TIE)

It was moved by J. Eustace and seconded by D. Symons *that Whereas the current online final examination portal contains only the course code, allowing students to misread the examination timetable, and Whereas the online final examination portal would be clearer to students it also contain the course title and the name of the course instructor, Senate moves that the Registrar take action to add details in the examination portal in the interest of students.*

J. Eustace spoke to this motion and noted that this and the following two motions are related and meant to deal with final examination problems brought to his attention by a faculty member last spring. Several students in recent years have missed final examinations because the final examination portal was misread. Hopefully more information will help with this problem.

MOTION WAS CARRIED.

h) Renaming of the Senate
Academic Discipline
Appeals Committee
(078-07-ADA)

It was moved by J. Eustace and seconded by D. Symons *that Whereas the Academic Discipline Appeals Committee seems the most appropriate body to hear Academic appeals of a non-disciplinary nature such as appeals for Special Examinations, Senate moves that the committee be renamed the Academic Appeals Committee.*

I. Wilks noted that if this motion passed, the matter would be referred to the By-Laws Committee for possible repercussions and for presentation to the Senate for approval.

P. Corkum noted that this was more than a name change, as the mandate of this committee would change with this motion.

MOTION WAS CARRIED.

i) Revision to Academic
Policy & Regulations for
Special Examinations
(078-08-TIE)

It was moved by J. Eustace and seconded by D. Symons *that Whereas the current regulations for dealing with a student who misses a final examination for non-medical reasons are vague and vest the decision concerning Special Examination primarily with the Registrar; And whereas there is currently no mechanism to appeal the Registrar's decision for either the student or the course instructor; Senate moves the following changes to Academic Policy and Regulations for Special Examinations:*

Senate moves the following changes to Academic Policy and Regulations for Special Examinations:

Special Examinations

A student, who, because of unavoidable circumstances, was detained or rendered unfit to write a required examination, may appeal for a Special Examination.

1. Special Examinations for medical reasons
 - a. A student who wishes to have such an appeal considered must within 48 hours after the end of the examination, report, or have a representative report, to the Registrar (in writing if possible) the intention to appeal for a special examination and within one week after the end of the examination submit to the Registrar a written request for a Special Examination. This request must be accompanied by an explanation of the circumstances that made it impossible for the student to write the regular examination and a medical doctor's report.
2. Special Examinations for non-medical reasons
 - a. A student who wishes to have such an appeal considered must within 48 hours after the end of the examination, report, or have a representative report, to the Registrar (in writing if possible) the intention to appeal for a Special Examination and within one week after the end of the examination submit to the Registrar a written request for a special examination. This request must be accompanied by an explanation of the circumstances that made it impossible for the student to write the regular examination and any supporting documentation.
 - b. After reviewing the written request and accompanying documentation, the Registrar will consult with the course instructor as to the legitimacy of the appeal.
 - c. Should the Registrar and the course instructor agree that the student be allowed to write the final examination, the procedures outlined in point 3 of this section shall be followed.
 - d. Should the Registrar and the course instructor agree that the student not be allowed to write the final examination, the Registrar shall communicate that decision to the student in writing, apprising the student of the right to appeal the joint decision.
 - e. A student who wishes to appeal the joint decision of the registrar and the course instructor must do so in writing to the Academic Appeals Committee through the VPA within seven days of receiving the decision.
 - f. Should the Registrar and the course instructor disagree, the matter shall be referred to the Academic Appeals Committee through the VPA.
 - g. Where the student is appealing the joint decision of the Registrar and the course instructor, the Academic Appeals Committee shall convene within 7 days of the VPA's receipt of the written appeal.
 - h. Where the Registrar and the course instructor disagree, the Academic Appeals Committee shall convene within 7 days of the meeting between the Registrar and the course instructor.
 - i. The Academic Appeals Committee shall meet individually with the Registrar, the student, and the course instructor before rendering its decision *in camera*.
 - j. The decision shall be made by simple majority and it shall be binding.
 - k. The decision shall be communicated in writing to the Registrar, student, and course instructor.
 - l. Should the committee decide to allow the Special Examination, the procedures outlined in point 3 of this section shall be followed.

The responsibility for setting and conducting special examinations will lie with schools and departments. Special examinations should be completed as soon as possible and normally (i.e. wherever possible) by the end of the January immediately following for December exemptions and by the end of the May immediately following for April exemptions.

J. Eustace spoke to this motion and noted that in such situations as noted above, no guidance is prescribed by the calendar and there is no mechanism to appeal the Registrar's decision either for the faculty member or the student who might wish to grieve a decision.

Discussion was held regarding the timing of this motion before the previous two motions were dealt with, by the Senate By-Laws Committee. Therefore, the following friendly amendment was

accepted: *The third paragraph would read "Senate moves the following changes to Academic Policy and Regulations for Special Examination subject to the decision of the By-Laws Committee on the status of the proposed Senate Academic Appeals Committee:"*

Discussion was held regarding the possibility of the faculty member involved in such a situation no longer employed at AU by the time an appeal process was completed and the appeal decision was in favour of the student. One faculty member felt that the need to have a makeup examination in such a case was not unique and in such a case alternative methods to give a final mark are achieved.

P. Corkum confirmed that the mandate as well as the name change, of the proposed committee, would be looked at carefully by the Senate By-Laws Committee.

MOTION WAS CARRIED.

d) Admission & Academic
Standing (Policy)
Committee - Revised
MATH Requirements for
Geology, Environmental
Science & Environmental
Geoscience (**078-03-AAS**)
(continued)

It was moved by D. Symons and seconded by C. Hoult *that the motion regarding revised math requirements for Geology, Environmental Science and Environmental Geoscience be removed from the table.*

MOTION TO REMOVE FROM THE TABLE WAS CARRIED.

An amendment to the previous motion, on this matter, was made by the mover and seconder to read:
that based on the new degree requirements previously approved by Senate for the Bachelor of Science in Geology in Environmental Science and in Environmental Geoscience, the admission requirements specific to these programs be changed from NS Advanced Math 11 and 12 and Precalculus 12 to NS Academic Math 11 and 12 with a minimum of 70%; or NS Advanced Math 11 and 12 and Precalculus 12 all with a minimum of 60%.

MOTION WAS CARRIED.

6) Adjournment

P. Hobson moved this meeting be adjourned. It was 5:42 p.m.

D. Murphy, Recording Secretary

Nominating Committee Report to Senate
September 10, 2007

The 2006/07 Nominating Committee places in nomination the following name for the position listed:

- Deputy-Chair for the Senate: Paul Hobson, 2007-2008 (1 year)

Submitted by the 2006/07 Senate Nominating Committee:

S. Markham-Starr, Chair

S. Bondrup-Nielsen

P. Callaghan

J. Davies

G. Dinter-Gottlieb

H. Teismann

H. Wyle