



A meeting of the Senate of Acadia University occurred on Monday, 13 October 2009 beginning at 4:00 p.m. with Chair Ian Wilks presiding and 40 present.

1) Minutes of the Meeting of
14 September 2009

It was moved by R. Perrins and seconded by J. Eustace *that the minutes of Monday, 14 September 2009 be approved as distributed.*

The following amendments were made:

Page 2 - third paragraph of T. Herman's remarks, the reference should be to Bachelor of Arts in Music with honours, not Bachelor of Music with honours.
Page 4 - T. Herman's statement line 3 'was in fact being universally followed' should be 'was in fact **not** being universally followed'

MOTION AS AMENDED WAS CARRIED.

2) Announcements and
Communications

a) From the Chair

-re Regrets

I. Wilks noted regrets from B. Hagerman, T. Hergett, A. Irving, and B. McIntyre. He welcomed guests L. Davidson, N. Carruthers and E. Callaghan.

-re Agenda

The Chair noted that items 4)a), b),c) and d) were notices of motions to come before the November meeting.

-re Senate Executive

I. Wilks announced that the Senate Executive met 21 September 2009 and discussed topics that might come before Senate during this academic year. Interim approval was given to appoint D. Holmberg to the executive for the first semester replacing the member from the Faculty of Pure & Applied Science who was on leave. As Senators raised no objections, the appointment was approved. The President requested Senators be named to the newly created Planning Committee. Nominees would be presented to the November meeting or to the Senate Executive if the information is available earlier than that. The next scheduled meeting of the Executive is January 18, 2010 from 4 to 6 pm in the Meeting Room of the KC Irving Environmental Science Centre.

-re Acadia Planning
Committee

b) From the President

R. Ivany said that the Planning Committee referred to by the Chair emerged from comments expressing the need for a collegial forum to discuss issues of importance to the academy. A Budget Advisory Committee is also being formed. The Planning Committee, to be chaired by R. Perrins, is pan institutional and will be dealing with external bodies as well as working internally over governance issues and other matters of concern as we move forward. Because of the committee's status and broad mandate it seemed appropriate that the faculty representatives be appointed by Senate. It is hoped that the Committee could begin work within the next 3 to 4 weeks so anything that can be done to expedite appointments would be appreciated. There are a number of potential pathways for the provincial government and the Nova Scotia universities to take in relation to the MOU when it expires; there may be a move away from the current model. The status quo may be maintained, there could be a royal commission or something between these

two extremes. Acadia needs to consider what internal processes would be involved in anticipation of this and how we would represent Acadia. Senate as well as the Planning Committee should be involved in that representation in some form depending on how the process evolves. A. Quéma confirmed that the Nominating Committee has a list of potential members of the Planning Committee and should have the list finalized by the end of the week.

c) From the Vice-President
(Academic)

T. Herman noted that the annual report from the Office of the Vice-President (Academic) to Senate will be released shortly. The report would be posted on the VPA's website rather than printed. The report would be presented to the Board of Governors in order to standardize reporting and to cover all units equitably and thoroughly. Thanks were expressed to all the units that contributed to the document.

d) From *ad hoc* Committee
on Conflict of Interest

The ad hoc committee on conflict of interest has a very large membership in order to be comprehensive; the membership has now reached 20. This size seemed unworkable so the strategy was changed to strike a smaller group as an advisory sub committee to create a document that would then be brought to the full committee for review. As soon as a faculty member has been appointed the work of the committee will begin.

e) From the Nominating
Committee

A. Quéma reported that D. MacKinnon has agreed to serve as MPHEC member. This matter will come to Senate in November to be finalized.

f) From the Registrar

The enrolment statistics that were provided to the Association of Atlantic Universities were given to Senators for information. The registrar confirmed that similar data from all the universities in the Atlantic Provinces would be released on October 15 and would appear on the AAU website at that time.

3) Approval of the List of
Potential Graduates for
October 2009

It was moved by R. Raeside, seconded by J. Eustace *that the list of potential graduates be approved as presented.*

The list was reviewed and one change made.

MOTION AS AMENDED WAS CARRIED.

4) Business Arising from the
Minutes

a) By-Laws Committee –
Report on Recent Reviews
of Faculty and Faculty
Council Constitutions - For
Information (**910-13-LAW**)

This item was presented for information.

P. Corkum – Part of the mandate of the By-Laws Committee is to review any changes to the By-Laws of Faculty and Faculty Councils prior to their presentation to Senate. The committee took the opportunity to review the constitution as a whole as well as the changes. Two guiding principles as stated in the preamble are used by the committee. The committee reviewed the Faculty of Arts constitution and is currently reviewing the constitution for the Faculty of Pure and Applied Science.

b) By-Laws Committee -
Review of Library
Committee Changes
(910-14-LAW)

This item was presented for information.

The Senate approved changes for the Library Committee and the Archives Committee were reviewed. A small change is recommended for the Archives Committee and no changes for the Library Committee.

A. Quema – Contrary to misrepresentation, the Senate By-Laws Committee does not instruct or require anything. As a Senate committee, its function is to make recommendations.

I. Wilks – Although the original intent is unknown, the procedure is useful. Sometimes the Committee has substantial changes to recommend. This opportunity for a review has worked well so the duties have evolved and remain.

P. Corkum – The committee provides a central place for review for inconsistencies and to be sure that duties are appropriately assigned.

A. Quema – The spirit of collaboration is valuable. It would be helpful to change the perception that Senate is here to dictate.

c) By-Laws Committee -
Review of Archives
Committee Changes
(910-15-LAW)

This item had been reviewed by the By-Laws Committee and was presented as notice of motion with one change in wording suggested.

S. Lochhead – Agreed with changes to the Archives Committee except the reference to the local community.

P. Corkum – No specific reference made to this group was found in the original submission.

S. Lochhead – They are represented through the Presidential appointee who is often from the local community.

P. Corkum – This was not obvious from the previous wording. It is important to have community representation and this change will ensure that it does.

I. Wilks – Senate will have a copy of the full document and the proposal for changes for our next meeting when final wording is being discussed.

d) By-Laws Committee -
Addition of Senate
Academic Technologies
Committee to the By-Laws
(910-16-LAW)

This item was presented for information.

5) New Business

a) Faculty of Arts - Faculty
of Arts Constitution and
By-Laws (910-09-ART)

It was moved by R. Perrins, seconded by R. Cunningham *that Senate approve the new Faculty of Arts Constitution and Bylaws as presented.*

R. Perrins commented that the suggestions of the Senate By-Laws Committee were gratefully received and were incorporated into the revised documents.

L. Lusby – *A friendly amendment was proposed to add the letters missing from the first words of the first line each section in the Preamble. The additions would be: A. 'A', B. 'S', C. 'O', and D. 'T'.*

R. Cunningham noted that these omissions were the result of 'cut and paste' between operating systems when the document was being prepared.

MOTION AS AMENDED WAS CARRIED.

b) Timetable, Instruction and Examination Committee - "Application for Alternative Method of Evaluation" Form (910-10-TIE)

It was moved by G. Whitehall, seconded by R. Perrins, *that the required Registrar and TIE Committee form 'Application for Alternate Method of Evaluation' be abolished.*

R. Jotcham – This form is used to establish the reread procedure for courses without a final exam. That information still needs to be collected.

G. Whitehall – Requirements for the course would be reread.

A. Mitchell – The issue of a procedure for rereads must be addressed. The form is useful to department heads in order to keep track of the use of alternate means of evaluation. This is critical information for units that deal with accreditation bodies and the form is a convenient way to collect it.

J. Eustace – Some mechanism is needed to establish the appeal process for a student who disputes their grade when there is no final exam.

L. Lusby – Perhaps a section could be added to the course syllabus that would address the reread procedure.

R. Cunningham – How many requests for alternate means of evaluation are submitted each term?

R. Jotcham – approximately 30.

G. Whitehall – The spirit of the motion is to do away with the notion that a final examination is the appropriate end for a course and that all other methods of evaluation are less acceptable.

A. Mitchell – Shouldn't this issue go to the Timetable, Instruction Hours and Examination Committee?

I. Wilks – That is one possible route but it is not necessary to refer items to Committees.

It was moved by G. Whitehall and seconded by R. Perrins *that the motion be tabled until later in the meeting.*

MOTION TO TABLE WAS CARRIED.

NOTE: Later in the meeting, this motion to table was extended to the November meeting.

c) Graduate Studies Committee - Curriculum Changes - MA in English (910-11-GRD)

It was moved by D. MacKinnon and seconded by P. Rigg *that the changes in courses for the Master of Arts (English) that were approved by the Senate Graduate Studies Committee be approved by Senate.*

D. MacKinnon noted that there were no course descriptions published. P. Rigg confirmed that the generic titles were used because the content of the courses was based on current faculty research and therefore changed regularly.

MOTION WAS CARRIED.

d) Graduate Studies Committee - Admission Documents Policy (910-12-GRD)

It was moved by D. MacKinnon, seconded by W. Brackney *that documents submitted in support of an application for admission are retained by the University and are not returned to the applicant.*

MOTION WAS CARRIED.

- e) Curriculum Committee -
Environment &
Sustainability Studies
(910-17-CRE)

A. Quema moved, seconded by D. Seamone *that the revised curriculum for the Environment & Sustainability major be approved as distributed.*

E. Callaghan spoke to the motion. The curriculum as approved by Senate last year was submitted to MPHEC for consideration. MPHEC required an increase in mandatory upper level courses to at least 18 hrs at the 3-4000 level. To meet this requirement the organization of required courses was changed slightly and the arrangement of electives within the major was also altered so that all students would have at least 18 hours of 3-4000 level courses within the major. If this change is made MPHEC will approve the application.

MOTION WAS CARRIED.

- f) Tenure Track Teaching
Complement Allocation
Committee - Annual Report
2008-2009 (089-82-REP)

It was moved by D. Holmberg and seconded by R. Murphy *that the annual report for 2008-2009 of the Tenure track Teaching Complement Allocation Committee be received by Senate.*

D. Holmberg summarized the work of the Committee. She apologized for not having the report to Senate for the September meeting but as the newly appointed Chair, she was not aware of this requirement.

Senators received clarification and explanations of the information in the document. A. Quema thanked the committee and particularly the Chair for such a thorough and transparent document.

MOTION TO RECEIVE THIS REPORT WAS APPROVED.

- g) Tenure Track Teaching
Complement Allocation
Committee - Procedures for
Re-ranking Due to Late
Position Openings
(910-19-TCA)

D. Holmberg moved, R. Murphy seconded that *an exception to the by-laws of the TTTCAC be made for the 2009-10 academic year to allow for positions opened due to late resignation to be incorporated into the master list of position openings. The procedures outlined in the 2009 Annual Committee Report section entitled 'Procedures for Re-ranking Due to Late Position Openings' will be followed.*

MOTION WAS CARRIED.

- h) Tenure Track Teaching
Complement Allocation
Committee - Proposed
By-Laws Amendment
(910-20-TCA)

The Tenure Track teaching Complement Allocation Committee provided a notice of motion (910-20-TCA) for the next meeting as attached to this agenda. The matter was referred to the By-Laws Committee for their review.

i) 2008-2009 Annual Reports
from Senate Committees
(089-82-REP)

i) Admissions & Academic
Standing (Appeals)

It was moved by T. Herman, seconded by J. White that *the annual report for the Admissions and Academic Standing Committee (Appeals) be received.* T. Herman commented on the comparative counts from last year to this year for the number of appeals. Last year was an anomaly but counts this year are more consistent with years past.

MOTION TO RECEIVE WAS APPROVED.

ii) Open Acadia

It was moved by G. Hepburn and seconded by D. MacKinnon *that the annual report for Open Acadia be received by Senate.*

S. Markham-Starr – In reference to item 11 in the report, does revenue return to the unit offering an intersession course?

G. Hepburn – There is an arrangement with the School of Education whereby 25% of net revenue is returned to the unit. There is currently no arrangement with any other unit.

S. Markham-Starr – This could be valuable to other units.

G. Hepburn – The arrangement with the School of Education is based on a program being offered that has considerable overhead rather than individual course offerings. At the moment there is no comparable program offered by another unit, but any program proposals could be considered.

J. White – Could an update be given on the new pre-university program launched in July?

G. Hepburn – The report presented today was prepared for presentation in May. The program referenced in item 9 unfortunately did not go forward as planned due to insufficient enrolment.

MOTION OT RECEIVE WAS APPROVED.

The motion to table Item 5)b), made earlier in the meeting, was extended to the November meeting.

5) Other Business

a) Financial Envelopes -
Access **(910-24-FIN)**

R. Cunningham gave notice of motion to come before the November meeting to move that Senate be provided with access to the financial envelopes of each Faculty, the Library and Research and Graduate Studies.

6) Adjournment

B. Latta moved this meeting be adjourned. It was 5:50 p.m.

ORIGINAL SIGNED

R. Jotcham, Recording Secretary (Acting)