

Minutes of the Senate meeting of Monday 12th January, 2015

A meeting of the Senate of Acadia University occurred on Monday 12th January, 2015 beginning at 4:00 p.m. with Chair Paul Doerr presiding and 44 present.

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| 1. Approval of Agenda | **Motion to approve the agenda, moved by J. Hennessy, seconded by B. Anderson.**  The Chair was informed that Item 6) c) should be removed from the agenda and would be brought back at the February meeting of Senate.  There were no objections to the change.  MOTION TO APPROVE THE AGENDA AS REVISED. APPROVED. |
| 1. Minutes of the Meeting of  8th December, 2014 | **Motion to approve the Minutes of Monday 8th December, 2014 as distributed. Moved by J. Hennessy, seconded by D. Benoit.**  The Chair asked for any errors, omissions or changes to the Minutes.  J. Slights requested that on Page 2, paragraph three, the following sentence “*The President acknowledged that there was also some erosion this year because Acadia had enrolment increases without concomitant increases in resources*.” be inserted before the sentence “*This resulted in erosion at the same time that two western schools were moving up in the rankings*”.  MOTION TO APPROVE THE MINUTES AS REVISED. APPROVED. |

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| 1. **Announcements** 2. **From the Chair of Senate**      1. **From the President** | Regrets were received from L. Sprado, R. Perrins, L. Aylward, A. Vibert and H. Gardner.  The Chair welcomed J. Eustace, B. Robinson to Senate and welcomed E. Callaghan and A. Quema back to Senate.  President Ivany spoke about the U-4 league which would be continuing to operate in the coming year and stated that the next event would take place at Bishop’s University.  This would take place in March in the form of a student debate with faculty and a series of TEDx-style talks.  R. Perrins would be assembling a team to attend and President Ivany noted that the ‘Up for Debate’ at Bishop’s had been the inaugural event of the U-4 League.  These types of institutions were increasingly rare in Canada and part of the reason for the U-4 events was to continue to draw attention to this model and to demonstrate what smaller institutions provided.    E. Callaghan asked about the topic of this year’s debate.    President Ivany had no details at present but promised to circulate material once he received it.    C. Lathem stated that she attended the inaugural event two years ago.  Each debate had a different topic and there was no overarching theme.    President Ivany noted that the debate topic at the first event had been about the value of a high quality liberal education.    J. Eustace requested feedback from President Ivany, noting that his question would normally be for the VP Academic.  J. Eustace had received feedback from members of his department about the Acadia Tutoring Service and his understanding was that the service had been legitimized by Acadia; partly by placing it on the website.  J. Eustace asked what sort of academic oversight there was of the tutoring service and what sort of training the tutors were receiving.  He felt that because this was an academic service that the University was offering, it should fall under the purview of Senate.    J. Eustace had heard complaints, again from his own department members, that students were not handing assignments in on time because they were waiting for tutors to edit their papers.  This would be considered to be academic dishonesty in the English Department and J. Eustace did not want the university to legitimize this sort of approach to assignments.    President Ivany responded that this concerned him and agreed that it was a serious issue.  He agreed to ask the VP Academic and others to respond directly to J. Eustace and also consider bringing information back to Senate. |

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| 1. Time Sensitive Items 2. Motion from the TIE committee that Senate approve principles to be used when preparing academic dates (*attached*) 3. Motion from the TIE committee that Senate approve the 2015-2016 academic Calendar dates (*attached*) 4. Motion from the TIE committee that Senate approve the 2016-2017 and 2017-2018 academic Calendar dates on a provisional basis (*attached*) 5. Priority Items 6. Report from the By-laws committee 7. Report from the Research Committee 8. **New Business** 9. Motion that Senate approve Graduate Curriculum Changes to the MSc in Math program (*attached*) 10. Motion that Senate approve Graduate Curriculum Changes to the MEd in Inclusive Education (*attached*) | **Motion from the TIE committee that Senate approve principles to be used when preparing academic dates. Moved by D. Benoit and seconded by L. Murphy.**  D. Serafini discussed the principles that were being provided to Senate and the annual dates for the next three years.  Senators had a number of concerns about the principles including the following:   * The fact that a Sunday could be considered a study day between classes ending and exams commencing * A December 20th deadline was described for exams to be finished in the Fall term, but no similar deadline had been shown for the Winter term * If January 6th fell on a Monday, classes would not be able to commence before January 13th which could be considered to be very late and impact students going into the final examination period. This could also create difficulties for faculty members to submit marks in time for students to be approved to graduate. It was felt that term could commence on a day other than a Monday to reduce the delay in getting started up. * A date to withdraw without penalty had not been detailed for students taking full year courses * These dates could impact deadlines for applications for Graduate programs   D. Serafini responded to all of the concerns above. It was pointed out that as there were no classes on a Saturday it was likely that a Sunday would never need to be viewed as a Study day.  A deadline had not been given for examinations to end in the Winter term because it was felt that the Christmas holiday was a more important event for students when booking flights home.  Regarding the January 6th or later start of term D. Serafini stated that any date prior to January 6th created problems for student travel arrangements and created a challenge for the Registrar’s Office to get all of the grades inputted. These dates would ensure that academic support was in place for students before the start of classes.  In response to a question from J. Slights, D. Serafini recognized that the TIE committee had not considered a suitable date for students taking a full year course to withdraw without penalty. He offered to suggest a date three quarters into the term at Senate.  C. Rushton asked about class hours that were lost due to holidays that would be rescheduled and accounted for in the academic dates. She wondered whether this principle applied to all class hours or whether a distinction would be made between a three hour seminar or class, and a one hour seminar or class.  D. Serafini responded that up to a few years ago classes used to be 39 hours which had now been moved to 36 hours. The TIE committee noted that in some courses 36 hours was barely enough time to cover all course material, so that if a day was to be missed due to a holiday it needed to be re-inserted into the term regardless of whether one hour or three hour classes had been missed.  D. Serafini responded to A. Kiefte that the TIE committee wanted to put a hard date into the end of the examination period before Christmas but did not feel that to be necessary in the Spring because there was sufficient time for the collection of grades and for the approval of graduates prior to Convocation.  J. Cayford provided a historical perspective, reminding Senators that in 1999/2000 there was concern that the computers would fail and a decision was taken to move the start of term back one week. Prior to that, classes began on January 2nd. J. Cayford noted that Convocation was also moved back one week to accommodate the change.  L. Murphy noted that the current drop date (to receive a “W”) for students in full year courses was about two weeks after the current drop date for winter courses.  V. Zamlynny asked what would happen if an exam was scheduled on a Sunday and a student failed to attend due to his or her religious beliefs. Would there be a way for Acadia to enforce this?  D. Serafini responded that Acadia presently had no policy in place to make accommodations for religious beliefs. The intention was to bring suitable wording to the A &A S (Policy) committee, and then to Senate, to enable accommodations to be made for any student with a religious belief who felt unable to take an exam on a Sunday.  B. Anderson was in support of this in principle and mentioned that even a Saturday exam could present a problem for some students.  D. Benoit was concerned that an early start date in September, which on certain years would fall before Labour Day, could present problems for students who typically worked until Labour Day.  D. Serafini stated that the survey responses had indicated that 94% of students favoured an early return in the Fall.  L. Murphy commented that in his experience summer employment had usually finished at the end of August.  A. Quema voiced concerns about there being only one Study day and asked whether this was common to other institutions. She was also concerned about the number of exams that were currently scheduled in any given day.  D. Serafini responded that the number of Study days varied with each institution and that he shared her concerns about the number of exams that a student could find themselves taking in a 24 hour period. He intended to bring a revised examination policy through the TIE committee. This would provide clear rules that could be followed and would be more transparent.  J. Slights felt that a sufficient number of concerns had been raised at Senate that she herself would not be comfortable supporting the motion. J. Slights suggested that the TIE committee take the motion back and make some changes before bringing it back to Senate.  J. Hennessy felt that the idea behind a set of principles such as these was that Senate would know several years out what the Calendar dates would be and this would mean that this item would not have to keep coming to Senate each year once Senate knew what the principles were.  D. Serafini was reluctant to return the motion to the TIE committee and requested clear feedback from Senate if it was to be sent back.  A. Kiefte asked whether Senate could amend the dates in the document.  D. Serafini agreed that the TIE committee was a committee of Senate and that therefore Senate could certainly amend dates.  The Chair asked if Senators were ready to vote.  Question called.  MOTION APPROVED.  **Motion from the TIE committee that Senate approve the 2015-2016 academic Calendar dates. Moved by D. Benoit, seconded by Ryan Densmore.**  J. Slights asked why Senate was entertaining a motion to approve Calendar dates given that Senate had just passed a motion approving the principles to be adopted. These principles would not require Senate to vet the the Calendar dates each year.  D. Serafini expected that the dates would still come back to Senate for approval each year, but that they would be pro-forma.  J. Slights asked whether Senate could vote down the dates.  The Chair agreed that Senate could certainly do that.  D. Benoit felt that the set of principles that had been approved were not a set of rules. The principles could be applied when setting Calendar dates but this did not prevent Senate from making Calendar changes on occasion. If this was not to be the case then Senate would have to give up the right to approve Calendar dates.  J. MacLeod noted that one of the benefits of the Calendar dates continuing to come to Senate was that a final look sometimes spotted mistakes.  MOTION APPROVED.  **Motion from the TIE committee that Senate approve the 2016-2017 and 2017-2018 academic Calendar dates on a provisional basis. Moved by R, Raeside, seconded by L. Murphy.**  C. Rushton noted that the Reading week in the fall was scheduled at a new time that had not been tried before and asked whether Senate voting for these dates now would lock the Reading week into those times and what the rationale was for voting on this now.  D. Serafini stated that the Calendar dates were presented as a separate motion so as to provide a framework for future years.  J. Eustace spoke against the motion. He felt that the dates were provisional but were based on principles that should be brought forward to Senate each year.  V. Zamlynny agreed that the motion was both redundant and unnecessary.  G. Bissix asked what sort of situations or new information could result in a change to these dates.  D. Serafini stated that all sorts of indicators could result in a change to the dates, an example being dissatisfaction with the Fall reading week or difficulties caused by examinations going to December 20th.  A. Quema asked what the rationale was for presenting Senate with a long-term plan.  Derek noted that he preferred to plan ahead but that if this proved to be threatening to Senators it could be scrapped.  G. Phillips noted that the motion for the dates was ‘on a provisional basis’ so that it could always be changed in the future.  D. Benoit stated that he was in favour of forward planning and described the need to plan ahead when his department planned the Robotics Programming Competition. This involved use of the main gymnasium and firm dates would allow him to work with the Athletics department to ensure that the space was available.  J. Eustace felt that a school or department should be able to operate on the basis of these dates but that Senate could also have the ability to change a date if necessary.  L. Murphy took comfort from the knowledge that Acadia would now have some idea of what the next years would look like. The student Senators had also been working on the Fall Reading week and it would be good to know where it would fit into the Calendar on a going forward basis. If it went well it would remain but if there were concerns it could either be removed or moved to a different week.  D. Serafini stated again that the TIE committee would bring these dates back to Senate next year for approval. This was more of a model based on what some U-4 institutions do.  J. Eustace asked whether these dates would be published.  D. Serafini agreed that they would be published on the web as provisional dates.  P. Williams asked whether the Registrar had carried out research on the number of instructional hours that were delivered at other universities.  D. Serafini had not but was aware that they varied from institution to institution. He noted that Acadia courses were not defined well and did not even state that they were 36 hours. D. Serafini stated that Mount Allison had a thorough definition of a course that was four pages long. The TIE committee noted the changes between institutions (McGill having 39 hours) and the fact that some institutions did not reschedule lost classes.  MOTION APPROVED.  B. Anderson provided Senate with background information, noting that in 2013-2014 the By-laws committee had been charged to review the Senate committee structure. The By-laws committee has been meeting with groups of Chairs or Co-chairs of different Senate sub-committees; in different cluster areas decided upon by the By-laws committee.  B. Anderson noted that a lot of feedback was received from these meetings. Ideas have been taken from three places: the initial survey for feedback that was forwarded to the Chairs of Senate sub-committees, information received from Senate and finally feedback from the cluster groupings.  B. Anderson noted that the By-laws committee had developed a draft document and hoped to have a Notice of Motion ready for the February Senate meeting which would be followed by a motion at the March meeting of Senate, to be voted on. This document had already been forwarded to the Chairs of all Senate sub-committees.  B. Anderson stated that the By-laws committee had requested an opportunity to meet with the Senate Executive later in the month to discuss six recommendations.  B. Anderson thanked H. Wyile, J. MacLeod and B. Brackney for working so well together on the By-laws committee .  The Chair reported that D. MacKinnon had let him know that work on the Strategic Research Plan was continuing and that campus consultations would take place over the next few weeks.  **Motion that Senate approve Graduate Curriculum Changes to the MSc in Math program. Moved by N. Clarke, seconded by P. Williams.**  N. Clarke spoke to the motion and stated that the change reflected current practice and would increase flexibility.  G. Poulter requested that the line ‘Math is removing the requirement that graduate student must take 2 courses each term …” be changed to read “Math is removing the requirement that graduate students take 2 courses each term …”.  **Amendment to the motion moved by D. Benoit, seconded by E. Callaghan.**  AMENDMENT APPROVED.  MAIN MOTION APPROVED AS AMENDED.  **Motion that Senate approve Graduate Curriculum Changes to the MEd in Inclusive Education. Moved by H. Hemming, seconded by D. Benoit.**  H. Hemming spoke to the motion and explained that a previously required course, EDUC 5123, would now be offered as an elective and that the title would be changed from Curriculum Practice for Students “At Risk” to ‘Curriculum Practice for Diverse Learners’.  H. Hemming described the second change which was a course deletion. EDUC 5083 Communication and Consultation in Inclusive Education had not been offered for several years and its deletion would cause no problems for students with their course selection.  J. Slights asked about the rationale that had been provided for EDUC 5123 moving to an elective and why the offering of this course to all other M.Ed. students would allow it to be offered more often than was currently the case.  H. Hemming did not have an answer to the question and no Senator from the School of Education or Research & Graduate Studies was present at Senate.  D. Benoit pointed out that the listing still showed EDUC 5123 as a required course.  **Motion to amend the wording of the curriculum change to strike out EDUC 5123 from the required courses, and to strike out 15 h and 6 h in the Program Electives description. Moved by D. Benoit, seconded by P. Williams.**  AMENDMENT TO THE MOTION APPROVED.  J. Eustace requested future clarification on the wording of the main motion.  H. Hemming felt that it would be better to defer the motion until A. Vibert was able to be present at Senate.  J. Eustace was in favour of deferring the motion.  The Chair asked whether there was a hard deadline for the curriculum changes.  H. Hemming noted that the curriculum change had passed through the School of Education and through the Research & Graduate Studies Curriculum committee.  J. Slights felt that in order for this to be meaningful Senators from the School of Education needed to be present and to speak to the motion before Senate could approve it.  A. Quema agreed that this was the right approach but also wondered about possible deadlines that could impact students.  D. Benoit asked whether tabling the motion would interfere with the hiring process for the summer. He felt that if the School of Education felt that this was what was best for their program it would be unlikely that he would vote against it.  A. Quema stressed that Senate should not approve the motion if it was not sure about the content. This was crucial since Senate was supposed to be consulted on curriculum changes.  **Motion to table the motion and discuss at the February meeting of Senate. Moved by P. Williams, seconded by D. Benoit.**  MOTION TO TABLE THE MOTION APPROVED.  J. Hennessy read out information from Robert’s Rules, 11th Edition regarding a mechanism for the adoption of a friendly amendment.  There being no other business there was a Motion to Adjourn at 5:10 p.m., moved by D. Benoit. |
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| **ORIGINAL SIGNED**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  R. Hare, Recording Secretary | |

**MOTION 1:**

**The TIE Committee recommends to Senate approval that the following principles be used when preparing the academic dates.**

**Principles**

1. Class hours that are lost due to holidays will be rescheduled and accounted for in the academic dates. It is possible that these hours may be scheduled on days other than the regular class meeting days.
2. The first day of classes in the fall semester will be scheduled on the first Wednesday in September.
3. The first day of classes in the winter semester will be scheduled on the first Monday after January 6th.
4. A reading week will be scheduled in each of the fall and winter terms. In the fall, the break will be scheduled in conjunction with Thanksgiving. In the winter, it will be scheduled in conjunction with the Nova Scotia Heritage Day holiday.
5. At least one day will be designated as a study day and be scheduled between the last day of classes and the first day of exams.
6. It is desirable that the exam period end as early as possible. No exams should be scheduled after December 20. If required, exams may be scheduled on Sundays.
7. There will be a period of 7 working days between the first day of classes and last day to register.
8. The day to withdraw from classes without penalty will be Friday, two weeks after the reading week in each term.

**MOTION 2:**

**The TIE Committee recommends to Senate the approval of the 2015-2016 academic dates.**

**MOTION 3:**

**The TIE Committee recommends to Senate the approval of the 2016-2017 and 2017-2018 academic dates on a provisional basis.**

**2015-16 Fall/Winter Academic Dates**

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| Classes Start | Last Day to Add Courses | Reading Week | Last Day to Withdraw from Courses | Classes End | Exam Study Day(s) | Exams Begin | Exams End | Schedule Pattern End Dates | | |
| Sept. 2 (W) | Sept 11 (F)\*\* | Oct 13-16  (T-F) | Oct. 30 (F) | Dec. 4 (F) | Dec. 5-6 (S, SU) | Dec. 7 (M) | Dec. 19 (S) | MWF, MW, M | Dec. 4 (F)\* | |
| TR, T | Dec. 1 (T) | |
| W | Dec. 2 (W) | |
| R | Nov. 26 (R) | |
| F | Nov. 27 (F) | |
| \* Dec. 4 (F) will follow a Monday schedule  \*\* Monday-only classes begin September 14. Students who wish to register for a course scheduled on Mondays only will be permitted to do so until Friday Sept. 18. Students will need to see the Registrar’s Office to be added after the course add deadline noted above. | | | | | | | | | | |
| Classes Start | Last Day to Add Courses | Reading Week | Last Day to Withdraw from Courses | Classes End | Exam Study Day(s) | Exams Begin | Exams End | Schedule Pattern End Dates | | |
| Jan. 11 (M) | Jan. 19 (T) | Feb. 16-19 (T-F) | Mar. 1 (F) | Apr. 11 (M) | Apr. 12 (T) | Apr. 13 (W | Apr. 26 (T) | MWF, F | | Apr. 11 (M)\* |
| TR, R | | Apr. 7 (R) |
| MW, W | | Apr. 6 (W) |
| T | | Apr. 5 (T) |
| M | | Apr. 4 (M) |
| \* Apr. 11 (M) will follow a Friday schedule | | | | | | | | | | |

**Key Dates 2015-2016:**

Labour Day: Monday, September 7, 2015. No classes scheduled.

Thanksgiving: Monday, October 12, 2015. No classes scheduled.

Remembrance Day: Wednesday, November 11, 2015. No classes scheduled.

Nova Scotia Heritage Day Holiday: February 15, 2016. No classes scheduled.

Good Friday: Friday, March 25, 2016. No classes scheduled.

Convocation: May 15-16, 2016

**2016-17 Fall/Winter Academic Dates**

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| Classes Start | Last Day to Add Courses | Reading Week | Last Day to Withdraw from Courses | Classes End | Exam Study Day(s) | Exams Begin | Exams End | Schedule Pattern End Dates | | |
| Sept. 7 (W) | Sept. 16 (F) | Oct 11-14  (T-F) | Oct. 28 (F) | Dec. 7 (W) | Dec. 8 (R) | Dec. 9 (F) | Dec. 20 (T) | F, MWF | Dec. 7 (W) | |
| TR, T | Dec. 6 (T) | |
| M, MW | Dec. 5 (M) | |
| R | Dec. 1 (R) | |
| W | Nov. 30 (W) | |
| \* Dec. 7 (W) will follow a Friday schedule | | | | | | | | | | |
| Classes Start | Last Day to Add Courses | Reading Week | Last Day to Withdraw from Courses | Classes End | Exam Study Day(s) | Exams Begin | Exams End | Schedule Pattern End Dates | | |
| Jan. 9 (M) | Jan. 17 (T) | Feb. 21-24 (T-F) | March 10 (F) | Apr. 7 (F) | Apr. 8-9 (S, Su) | Apr. 10 (M) | Apr. 25 (T) | MWF, F | | Apr. 7 (F) |
| TR, R | | Apr. 6 (R) |
| MW, W | | Apr. 5 (W) |
| T | | Apr. 4 (T) |
| M | | Apr. 3 (M) |
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**Key Dates 2016-2017:**

Labour Day: Monday, September 5, 2016. No classes scheduled.

Thanksgiving: Monday, October 10, 2016 No classes scheduled.

Remembrance Day: Friday November 11, 2016 No classes scheduled.

Nova Scotia Heritage Day Holiday: Monday, February 20, 2017. No classes scheduled.

Good Friday: Friday, April 14, 2017. No exams scheduled.

Convocation: May 14-15, 2017

**2017-18 Fall/Winter Academic Dates**

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| Classes Start | Last Day to Add Courses | Reading Week | Last Day to Withdraw from Courses | Classes End | Exam Study Day(s) | Exams Begin | Exams End | Schedule Pattern End Dates | | |
| Sept. 6 (W) | Sept. 14 (R) | Oct 10-13  (T-F) | Oct. 27 (F) | Dec. 6 (W) | Dec. 7 (R) | Dec. 8 (F) | Dec. 20 (W) | MWF, MW, M | Dec. 6 (W)\* | |
| TR, T | Dec. 5 (T) | |
| W | Nov. 29 (W) | |
| R | Nov. 30 (R) | |
| F | Dec. 1 (F) | |
| \* Dec. 6 (W) will follow a Monday schedule | | | | | | | | | | |
| Classes Start | Last Day to Add Courses | Reading Week | Last Day to Withdraw from Courses | Classes End | Exam Study Day(s) | Exams Begin | Exams End | Schedule Pattern End Dates | | |
| Jan. 8 (M) | Jan. 16 (T) | Feb. 20-23 (T-F) | March 9 (F) | Apr. 9 (M) | Apr. 10 (T) | Apr. 11 (W) | Apr. 24 (T) | MWF, F | | Apr. 9 (M)\* |
| TR, R | | Apr. 5 (R) |
| MW, W | | Apr. 4 (W) |
| T | | Apr. 3 (T) |
| M | | Apr. 2 (M) |
| \* Apr. 9 (M) will follow a Friday schedule | | | | | | | | | | |

**Key Dates 2017-2018:**

Labour Day: Monday, September 4, 2017. No classes scheduled.

Thanksgiving: Monday, October 9, 2017. No classes scheduled.

Remembrance Day observed: Monday, November 13, 2017. No classes scheduled.

Nova Scotia Heritage Day Holiday: Monday, February 19, 2018. No classes scheduled.

Good Friday: Friday, March 30, 2018. No classes scheduled.

Convocation: May 13-14, 2017

**Graduate Curriculum Changes for 2015-2016**

**Submitted by Research and Graduate Studies**

**Approved by Senate Committee of Graduate Studies**

* Proposed Modification to MSc in MATH program

MATH is removing the requirement that graduate student must take 2 courses each term until they have completed their course requirements.

Current/Proposed wording:

**Program Requirements**

12h Mathematics and Statistics courses at the 5000-level and Math 5960, as well as enrolment in Math 5810 each term the student is in residence. Students will follow the thesis requirements as described on the Graduate Studies website.

Until all course requirements are satisfied, graduate students in residence must will normally take at least two courses suitable for credit in the program in each term. The normal length of time for completion of the program, including the internship, is two academic years.

*Reason for modification:* The change is being made to reflect current practice that allows MSc students to take the required 4 courses over the first two years of their program. The flexibility is required to match the Department’s policy of offering senior level courses in alternating years.