



Minutes of the Senate meeting of Tuesday 14<sup>th</sup> October, 2014

A meeting of the Senate of Acadia University occurred on Tuesday 14<sup>th</sup> October, 2014 beginning at 4:00 p.m. with Chair Paul Doerr presiding and 42 present and 3 guests.

- 1) Approval of Agenda **Motion to approve the agenda, moved by G. Bissix, seconded by R. Perrins.**

MOTION CARRIED.

- 2) Minutes of the Meeting of 8<sup>th</sup> September, 2014 **Motion to approve the Minutes of Monday 8<sup>th</sup> September, 2014 as distributed. Moved by J. Banks, seconded by President Ivany.**

The Chair asked for any errors, omissions or changes to the Minutes.

L. Murphy requested that the wording at the bottom of Page 8 *Senator Murphy* be changed to state L. Murphy, in order to avoid confusion.

A. Biro noted that on Page 5, paragraph one and paragraph four, he had been the Senator asking questions of R. Perrins. It was agreed that the minutes would be changed to reflect this.

MOTION TO APPROVE THE MINUTES AS REVISED CARRIED.

3) **Announcements**

a) **From the Chair of Senate**

Regrets were received from R. Murphy, W. Brackney, D. Seamone, N. Clarke and A. Vibert. R. Worvill and H. Wyile would be delayed as they were teaching.

The Chair welcomed D. Crowell, the Acadia Divinity College student representative on Senate.

The Chair also welcomed two guests attending from Z. Abramson's class, B. Pulsifer and C. Latham (who was also a student Senator).

There were no objections to the two student guests attending as observers.

The Chair reported that Senate Executive had met on September 29<sup>th</sup>, 2014 and that he would be reporting on that meeting later in the proceedings.

b) **From the VP Academic**

R. Perrins updated Senate on events that had occurred in the three Faculties.

In the Department of Earth and Environmental Science M. Mallory had been selected as an inaugural member of the Royal Society of Canada's College of New Scholars, Artists and Scientists. M. Mallory holds a CRC in Coastal

Wetland Ecosystems and his work extends from the Arctic to the Maritimes, drawing on both scientific and traditional knowledge to explore bird behaviour, marine biodiversity hot spots, environmental change, and the movement of contaminants in food webs.

R. Perrins reported that P. Munz from the Department of Mathematics and Statistics had recently been featured in the Register/Advertiser for his participation in a paper on “Zombie Infection” which earned him a spot in the Guinness Book of Records, along with graduate students and mathematicians from two universities in Ottawa when they created a model for a zombie invasion. The serious aspect of this was that the modelling that was done was very much related to the kind of modelling of the spread of infectious diseases like SARS and Ebola today.

R. Perrins stated that M. Dalton (’14) won the Atlantic Student Essay Contest (undergraduate category) run by the Canadian Centre for Policy Alternatives’ Nova Scotia Office. Her essay was based on her honours thesis and explored policy making regarding development projects in Dartmouth.

R. Perrins stated that in the School of Music former student A. Campbell and current faculty member J. Drake appeared on the front cover of Whole Note magazine this month with their percussion quartet TORQ.

R. Perrins reported that J. Mann (BA PolS 2011) had recently released his second documentary film, entitled *Project Power*. The documentary was about the attempted privatization of NB Power and will be screened at Acadia on October 21<sup>st</sup>.

R. Perrins reported that in the School of Kinesiology J. Fowles and C. Shields had received approval from the Lawson Foundation for a \$115,000 grant titled *National dissemination of Exercise is Medicine Canada*. This was an initiative to promote the prescription of physical activity and exercise through primary practice and they would be conducting workshops across the country to train primarily doctors, on physical activity monitoring and exercise prescription and referral.

R. Perrins noted that in the School of Business the student Business Society offered the first annual High School Business Case Competition. 12 students from three High Schools participated and were mentored by students from the Business School. Business Cases were taken from the School’s own set of interactive cases. The student Business Society also organized a student-led Q&A session for first year students.

R. Perrins let Senators know that Acadia placed seventh in the Academic All Canadian Top Ten Schools with 95 students; representing the highest placing for a small University. This was considered to be a major achievement for the student athletes on campus.

### **c) From the President**

President Ivany discussed two items. Firstly, it was expected that an announcement would be made shortly regarding the University Librarian position.

The second item concerned the strategic mandate agreements from Ontario. President Ivany noted that the APC had begun to study these in order to prepare Acadia for the likelihood that some version of these might surface in

Nova Scotia. President Ivany discussed two initiatives by the Government of Nova Scotia. The first was the signing of the Bi-lateral Agreements with each institution, which included forthcoming reviews of three programs in the Province. Nutrition and Dietetics, Education and lastly, Computer Science would be reviewed. This was coupled with the intention by the Province to carry out a round of public consultation during the next month, around the University sector. These consultations would have a sustainability theme and focus.

Senators were asked to keep an eye on these initiatives and to do their best to get ahead of this and give thought to the differentiators that set Acadia apart, in order to be able to represent Acadia University in the strongest possible manner.

L. Aylward asked whether a methodology process had been shared for the program reviews.

President Ivany stated that the reviews had more of a self-study feel to them at this time, but that this could alter in the future.

President Ivany stressed that the departments that were involved should now be in the process of preparing for this in the same way that they would for a regular review of their programs, and noted that R. Perrins had already met with the Directors of these three units to discuss.

4) Time Sensitive items

a) Approval of Graduates

- i) Motion to approve the list of Graduates for the fall (*circulated*)

**Motion to approve the list of Graduates for the fall, moved by R. Perrins, seconded by A. Kiefe.**

D. Serafini stated that there were amendments to the list that had been passed at the University Faculty meeting. From the Bachelor of Science and the Certificate of Applied Science, Daniel Jude Keddy's name was removed. From the Bachelor of Applied Science Connor Denby Lebens' name was removed. For the Certificate of Applied Science, Connor Denby Lebens' name was added.

MOTION APPROVED.

- ii) Enabling Motion

**Enabling Motion, moved by R. Perrins, seconded by H. Wyle.**

R. Perrins read the 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.*

MOTION APPROVED.

5) New Business

- a) VP Academic Report on the Proposed Budget 2014-2015 (*attached*)
- R. Perrins presented the report of the preliminary proposed budget to Senate.
- There were no questions.
- b) Senate Committee's Goals and Priorities for 2014-2015 (*attached*)
- The Chair explained that reports from Transitional Chairs of all Senate Standing committees had been received and all 21 would now be presented to Senate.
- i) Senate Executive Committee report
- The Chair relinquished the Chair to R. Raeside so that he could deliver the report from the Senate Executive committee.
- The Chair invited P. Doerr to present the report.
- P. Doerr reported that Senate Executive met on September 29<sup>th</sup> and established further meeting dates for the forthcoming year. Items for future Senate agendas were discussed, both for the long term and the short term. It was agreed that the Senate priority initiatives that were outlined in 2013-2014 would continue to be addressed. Senate Executive also discussed optimal ways in which to balance Senate's role as a deliberative body and its role as a decision-making body.
- The Chair asked for discussion of the report and hearing none, turned the Chair back over to P. Doerr.
- ii) Academic Integrity Committee Report
- D. Serafini reported that the Academic Integrity Committee had met once and had committed to meet on a monthly basis throughout the year. The committee will make use of expertise from the Registrar's Office in its decision-making processes, and inform the broader community about its existence. This was a committee that had not met much in the past but will now be busy.
- A. Biro asked about a request he received, along with other unit Heads and Directors, for information about the departmental approach to plagiarism.
- D. Serafini stated that there were diverging practices across the Faculties and that there was a need to establish common ground in relation to policies around plagiarism.
- iii) Academic Planning Committee Report
- R. Perrins stated that the APC had met regularly over the summer and twice already this term. Two major tasks were facing the committee. Firstly there was the need to review the process of tenure track application appointments. The APC planned to set up a process to solicit responses from all of the units across campus and also offer public forums, after which the committee would discuss and deliberate and bring their proposals back to Senate in January 2015. The APC would be requesting Senate approval to change the submission dates (currently 15<sup>th</sup> February) which was considered to be too early. Secondly, the APC will continue the development of the forward planning process and look carefully at the Strategic Management Plan for the Academic Sector at Acadia. Strategic mandate documents from Ontario would be studied since they had already gone through this process.
- J. Slights asked whether R. Perrins could break down the statement "*continued development and implementation of the forward planning process*". R. Perrins responded

that at present there was no plan but that once the input had been gathered from units and the public consultation had taken place, the meaning of this would become clearer.

R. Worvill asked whether revisiting the criteria for tenure track reviews and deciding whether temporary criteria would last for another one year term, or deciding whether criteria could be decided upon on a long term basis, might end up by being contradicted by the development and implementation of the forward planning process which was slated for 2016. It was possible that the forward planning process, once in place, might impose some criteria on tenure track reviews.

R. Perrins agreed that this was possible. At this stage the APC wanted to establish from Senate whether it wanted the APC to revisit the criteria every year, or whether it wanted to agree on a suite of criteria that would be considered on a going forward basis.

R. Worvill suggested that criteria could be set up for a five year period and then studied to determine how it had worked for different sectors of campus and assess whether the criteria was still acceptable to different units.

R. Perrins agreed that this was one reason to have the criteria continue on a rolling one year basis so that things could be fine-tuned as needed.

A. Biro asked whether IDST programs would be included in the consultation.

R. Perrins agreed that they would be.

S. Hewitt asked about the timelines since it was already mid-October.

R. Perrins responded that public forums would be done in November with submissions from departments and units during December, and the APC would bring its findings to Senate in January 2015.

iv) Academic Program Review Committee Report

R. Perrins reported that the APRC had met and had reviewed their schedule from last year. The committee had decided to review the schedule because during a seven year period some units had been reviewed twice, while others had not yet been reviewed in the same time period.

G. Bissix pointed out a wording error in the title of the committee in the submitted report. This will be corrected.

v) Academic Technologies Committee Report

D. Currie stated that the Academic Integrity committee had met twice during the previous year and will meet again in 2014-2015.

P. Williams asked whether the committee had made any progress on the student response systems and D. Currie responded that 'Top Hat' was the likely preferred option for students.

J. Slights asked for clarification. D. Currie explained that student response systems were associated with clickers and the ability of students to respond directly to information provided by a professor.

- vi) Admissions and Academic Standing Committee (Appeals) Report  
R. Perrins stated that the A&AS (Appeals) Committee had met once in late September and had agreed to meet again next June 2015 after students had been graded, to review student dismissal appeals from the 2014-2015 year. The committee will also meet on an 'as needed' basis.
- vii) Admissions and Academic Standing Committee (Policy) Report  
R. Perrins reported that the A&AS (Policy) Committee had met once in late September. The committee has committed to carrying out a review of the policies that faculty may not be aware of. The result of this review will be presented to Senate next spring.
- viii) Archives Committee Report  
A. Smith reported that the Archives committee had met and plans to meet again in December and March. The committee members felt that they needed to move towards being an activist committee, which was within their mandate, rather than remaining an information only committee.
- ix) Awards Committee Report  
President Ivany noted that like many other committees, the Awards committee work was cyclical. The committee will convene in the Fall to consider nominations for Honorary Degree recipients. Recommendations will be brought to Senate. President Ivany asked departments to consider colleagues that were retiring for Professor Emeritus status and to bring forward recommendations to the Awards committee. One piece of outstanding business remained from 2013-14 which was the need for the committee to consider a request brought forward from the Dean of the Faculty of Pure and Applied Science for Instructors to be considered for Emeriti designation. President Ivany expected that a recommendation would be brought to Senate.
- x) Board of Open Acadia Report  
J. Banks noted that R. Perrins will be the Chair of the Board of Open Acadia. The Board will meet in November, January and possibly once more late in the spring of 2015. Although meetings will be face to face the committee had agreed that members could phone or Skype in if necessary. J. Banks explained that the mandate of the Board was to formulate, review and modify policy pertaining to the operation and enhancement of the program in Continuing Education at Acadia University. With that in mind, the Board felt that it was unclear which policies had received Senate approval. They were therefore going to review all policies and come up with a policy manual. This would come to Senate for approval.
- xi) By-laws committee Report  
B. Anderson reminded Senators that the By-laws Committee work to develop and implement a process to review the Senate committee structure was one of the ongoing priorities of Senate. The By-laws committee had spent the last year gathering information and had presented to Senate in June 2014. The presentation demonstrated a chart of different clusters and represented a different approach to Senate committees. The By-laws committee had met with one of the cluster areas which was the Planning area, and was now intending to meet with the other five cluster areas.
- xii) Curriculum Committee Report  
D. Serafini stated that the Curriculum committee had met on September 18<sup>th</sup>, 2014. Curriculum reform was discussed last year but this year the committee will be looking at how best to handle the large quantity of work, starting by deciding what constituted substantive vs. non-substantive curriculum changes, and questioning whether the Curriculum committee should receive all changes to curriculum.
- xiii) Faculty Development Committee Report  
L. Price reported that the Faculty Development committee had been very active and had met three times through the summer, as well as by e-mail

during September. The Faculty Development committee had two goals. The first goal was to organize a workshop to support teaching excellence at Acadia which would be held on October 27<sup>th</sup> from 9:00 – 12:30 p.m., and be divided into three sessions. The second goal was to work with the Deans and the Alumni Association to establish excellence in teaching awards at Acadia. This initiative will build capacity for Acadia faculty to be more competitive for regional and national teaching awards.

J. Slights congratulated L. Price and the committee members on their initiative and noted that faculty were excited by their efforts. Some faculty would be unable to attend the workshop but this should not be taken as a lack of interest.

D. Benoit stated that he was on the AAU Faculty Development Committee that was responsible for picking the winners of the Teaching Awards and noted that there had been no nominations from Acadia for several years. This was because Acadia did not have a university wide teaching excellence award which was one of the requirements for AAAU teaching award consideration.

President Ivany agreed that university wide awards needed to be put in place and offered support from both his office and the office of the VP Academic.

- xiv)

Graduate Studies  
Committee Report

D. MacKinnon stated that the Graduate Studies committee had met on September 12<sup>th</sup> and will hold another meeting in February 2015. Because this was such a large committee, items that were not contentious were handled by email, but anything significant would result in a face to face meeting.
- xv)

Honours Committee  
Report

D. MacKinnon noted that he was the Transitional Chair of the Honours committee, which met that afternoon and elected T. Thomson as Chair. An agenda had been set for the year which involved a number of meetings.

The Chair asked what would be discussed and D. MacKinnon stated that the committee members would gather information from the coordinators of the various Honours programs, around the supervision of Honours students. Current policies and processes will be studied to see if there is a need for a standard approach across campus.
- xvi)

Library Committee  
Report

H. Rode reported that the Library committee had met in September and that the committee intended to be a lobbying force to champion the Library.
- xvii)

Nominating Committee  
Report

A. Mitchell stated that the Nominating committee met and discussed their mandate. The committee has no business to conduct at the moment.
- xviii)

Research Committee  
Report

D. MacKinnon reported that the Research committee will meet in October but a subset of the committee had been meeting throughout the summer to write the Strategic Research Plan document. This document will now go out to the Research committee for approval and will then start its cross campus tour, as agreed by Senate. Following an open forum the document will come back to Senate by December for discussion.
- xix)

Scholarships, Prizes  
and Awards Committee  
Report

R. Densmore reported that the SPAC met on September 18<sup>th</sup> and October 2<sup>nd</sup>, 2014 and informed Senate that R. Karsten would serve as Chair until December 31<sup>st</sup>, 2014, with S. Landry serving as Chair from January to June

30<sup>th</sup>, 2015. The committee members were studying the rubric for evaluating individual scholarship applications and were changing the breakdown to make it less ambiguous and fairer to the range of applicants. The committee also broke down the scholarships offered and accepted over the last three years. R. Densmore noted that that committee would meet two weeks earlier than usual, in March, because the date for applications had been brought forward in 2015.

R. Densmore pointed out that this committee only dealt with entrance scholarships.

xx) Students with Disabilities that Affect Learning Committee Report

L. Aylward noted that two staff members from the Counselling Centre had retired and that a new position had been created. A. Kamara was the new Coordinator of Accessible Learning. L. Aylward expected that there could be a name change for this committee in the near future. The committee members were very much about activism, advocacy and awareness.

xxi) Timetable, Instruction and Examinations Committee Report

D. Serafini stated that the TIE committee had met on September 16<sup>th</sup> and will meet weekly during the fall semester. The committee had a number of priorities to pursue.

D. Serafini said that the first priority was that of timetabling reform issues around examinations. A second priority was to review the timetabling slot system. The TIE committee will look at the current model to see if there is a better way to do all that they were trying to do.

D. Serafini expected that recent changes (the fall reading week and the extended add/drop periods) would be reviewed to see whether they benefited the students.

D. Serafini noted that the committee would establish academic dates for 2015-2016 but also lock in dates three to five years out in order to help faculty plan on a forward basis.

L. Price asked whether flexibility was being considered with regard to teaching spaces but also with regards to student learning and engagement during different time slots, noting that students did not seem very engaged in the 7:00 – 10:00 p.m. timeslot when she had taught Human Sexuality in the past.

D. Serafini stated that so many classes took place on Tuesday and Thursday between 10:00 – 2:00 p.m. and Monday and Wednesday with very little happening on Friday. Finding a common family friendly meeting time remained difficult. D. Serafini pointed out that students taking joint degrees in different Faculties found it very difficult to get all of the courses that they needed in order to complete their degree in four years, partly due to timetabling conflicts. This meant that these students often needed to also take spring/summer courses. D. Serafini felt that Acadia should not promise degree combinations that cannot be completed in a four year period.

D. Serafini stressed that faculty members of the TIE committee had been asked to consult widely with their units on these issues.

D. Benoit asked how the TIE committee would review the fall reading week.

D. Serafini stated that the week was not intended as a week off. It had been

intended to address some serious mental health issues and to allow for some catch up time as the fall term was a very busy one. It was intended that the time would allow for some student advising and a range of other student support activities.

D. Serafini stated that the committee was considering a fall mid-term week as one possibility. Senators were encouraged to offer their feedback.

D. Serafini stated that 15 of the 20 institutions in Ontario now have a reading week in the fall.

D. Benoit asked what data would be available by April 2015. Data regarding mental health issues and retention issues would be unlikely to be available at that time.

D. Serafini felt that students and faculty should be asked whether the timing was right or whether the break should be aligned with the Thanksgiving holiday. He felt that as Senate had approved a fall reading week it would be advisable to continue with it for several years in order to get firm data.

L. Murphy added that in the short term the ASU were planning events focusing on academics and other areas of wellness in order to help students physically, mentally and academically.

8. Any Other Business

D. MacKinnon reminded Senators that a U4 meeting would take place on campus next week (1:00 – 3:00 p.m. on October 21<sup>st</sup>). This was the U4 Academic committee which D. MacKinnon and R. Perrins served on. This was a faculty consultation meeting and would be led by a faculty colleague from Mount Allison. Senators and faculty were encouraged to attend.

D. MacKinnon noted that consultation meetings had already been held at Bishops and Mount Allison University. A Consultation meeting would take place at St. F.X. shortly.

B. Anderson asked L. Murphy to update Senate on the issue he brought to Senate the previous month.

L. Murphy responded that the issue would now be brought forward by the Admissions and Academic Standing (Policy) committee. L. Murphy was also a member of that committee so would be able to provide student input.

Motion to adjourn at 5:15 p.m., moved by D. Benoit.

**ORIGINAL SIGNED**

---

R. Hare, Recording Secretary

### **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
<b>Faculty of Arts:</b>						
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
<b>Total Faculty of Arts</b>	<b>9,865.7</b>	<b>57.9</b>	<b>192.7</b>	<b>18.0</b>	<b>230.2</b>	<b>10,364.5</b>

# Academic Sector – Budget 2014-2015

	Salary + Benefits	TA's	25.54	25.56	Other	Total
<b>Faculty of Pure &amp; Applied Science:</b>						
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
<b>Total Faculty of Pure &amp; Applied Science</b>	<b>10,813.5</b>	<b>230.5</b>	<b>206.2</b>	<b>20.3</b>	<b>458.4</b>	<b>11,728.9</b>

# Academic Sector – Budget 2014-2015

	Salary + Benefits	TA's	25.54	25.56	Other	Total
<b>Faculty of Professional Studies:</b>						
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
<b>Total Faculty of Professional Studies</b>	<b>6,781.2</b>	<b>83.8</b>	<b>130.9</b>	<b>6.8</b>	<b>230.6</b>	<b>7,233.2</b>
<b>Research &amp; Graduate Studies</b>	<b>589.2</b>	<b>86.0</b>	<b>-</b>	<b>-</b>	<b>47.8</b>	<b>723.0</b>
<b>Academic Support:</b>						
Library	1,998.2	-	18.8	2.3	864.4	2,883.6
Inter Library Loans	-	-	-	-	30.0	30.0
<b>Academic General:</b>						
Program Funding	-	-	-	-	59.0	59.0
Faculty Recruitment & Moving Expenses	-	-	-	-	62.0	62.0
Postage	-	-	-	-	50.0	50.0
Professional Development - Faculties	-	-	-	-	30.0	30.0
Indirect Costs of Research	-	-	-	-	230.8	230.8
Miscellaneous	39.0	-	-	-	43.4	82.4
<b>Total Academic General</b>	<b>39.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>475.2</b>	<b>514.2</b>
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 faculty- and 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 Committee 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 Agenda October 14 2014  
Section 5) b) v)**Senate Academic Technologies Committee  
Annual Report for 2013-2014****Committee Members 2013-2014**

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

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.*

Sincerely,

Bob Perrins, Chair

**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)

---



**ACADIA**  
UNIVERSITY  
**OFFICE OF THE PRESIDENT**

---

**TO:** SENATORS  
**FROM:** RAYMOND E. IVANY, PRESIDENT AND VICE-CHANCELLOR  
**SUBJECT:** AWARDS COMMITTEE  
**DATE:** NOVEMBER 18, 2014

---

Senators:

Given that I serve as the Standing Chair of the Awards Committee, there is no need to convene the Committee to name a Chair.

The Awards Committee operates on a regular cycle of soliciting nominations for honorary degrees, accepting nominations for Emeriti awards followed by evaluation of the nominees and finally, providing recommendations to Senate. The 2014-15 cycle will begin with our public call for honorary degree nominations in late fall.

I trust the above information serves to update Senate on the status of the Awards Committee.

Respectfully,

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 27<sup>th</sup> 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)

**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 an as-needed 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)

**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 Agenda October 14 2014  
Section 5) b) xvi)

### **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 Agenda October 14 2014  
Section 5) b) xvii)

**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 Agenda October 14 2014  
Section 5) b) xviii)

**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

Senate Agenda October 14 2014  
Section 5) b) xix)

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.

1. 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;
2. To select the winners of all undergraduate scholarships, prizes and awards;
3. 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;
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.

Respectfully submitted,

  
Pamela D'Entremont  
Secretary

  
Richard Karsten  
Chair

Senate Agenda October 14 2014  
Section 5) b) xx)

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