

# Senate Minutes

November 20, 2015  
Senate Chamber CE-339

Vice chair, G. D'Cunha, called the meeting to order at 1:33 pm.

## 1. Roll Call and Declaration of Quorum

### Present:

Judy Bailey, Pat Bates, Shawn Bethke, Brennan Boudreau, Allen Britten, Kenzie Cameron, George Chen, Eddie Davis, Godwin D'Cunha, Margaret Dechman, Brandon Ellis, Jane Farnsworth, Barb Glassey, Odette Griscti, Louis Guimond, Derrick Hayes, Patrick Howard, Roy Karam, Dale Keefe, Brittany MacAulay, Gordon MacInnis, Bernie MacLennan, Erna MacLeod, Elaine MacNeil, Mary Jane Morrison, Willena Nemeth, Elizabeth Quirk, Vielka Salazar, Wei Shang, Liam Shannon, Norm Smith, Laura Syms, Claudette Taylor, Wendy Wadden, Richard Watuwa

### Regrets:

Stephen Augustine, Saleh Alghamdi, Tanya Brann-Barrett, Debbie Brennick, Keith Brown, Sylvia Burrow, Jill Ellsworth, George Karaphillis, Carolin Kreber, Catherine Levetin-Reid, David McCorquodale, Arlene Mullan, David Mullan, Arja Vainio-Mattila, David Wheeler, Tuma Young, Eileen Smith-Piovesan

### Absent:

John Hudec

## 2. Consent Agenda – N/A

## 3. Matters to be Considered in Closed Session

### 3.1 Approval of Confidential Minutes – October 22, 2015

**It was moved** by B. Ellis, seconded by P. Howard to approve the confidential minutes of October 22, 2015. **Motion Carried.**

## 4. Matters Forwarded for Information

### 4.1 Changes to the Fall 2015 CBU Graduation List

On behalf of the Registrar, G. D` Cunha referred to the memo circulated with the meeting documentation as the changes to the CBU graduation lists after approval.

## 5. Special Presentations/Updates – N/A

## 6. Report of the President and Vice-President Academic (Provost)

### 6.1 Report of the President and Vice-President Academic (Provost)

D. Keefe expressed apologies on behalf of President Wheeler for not being in attendance; he is co-chairing an initiative aimed at exploring economic and political strengths for Cape Breton Island. The following points were highlighted for both the President and the Vice President Academic:

- The Fall convocation was a tremendous success with two very inspirational honorary doctorates and the event was well attended by families, faculty and staff.
- A suggestion will be brought to the Academic Committee to change the policy that fall convocations take place on the first Saturday of November rather than the last in October; to avoid having Convocation fall on Halloween.
- The second Accountability Report is complete and will be distributed in the coming days.
- It has been confirmed that there will be no new intake from the Saudi Arabian Sponsorship Program. All Atlantic universities have been delisted and only the largest institutions in Canada will remain on their approved list. The impacts of this will be addressed during the special meeting of Senate on December 4<sup>th</sup> and all Senators are strongly encouraged to attend.
- UET members are available to attend any Department or School meeting to discuss these implications or impacts.

On the question of who decides where the students from the sponsorship program will study, D. Keefe replied these decisions are made directly in Saudi Arabia and are beyond the control of any Canadian representative. In response to a questions on this decline being the reason for the tuition increase Mr. MacInnis replied that the increases are due largely in part to an overall decline in enrolment numbers not solely the Saudi cohort.

D. Keefe replied that the group exploring options for the new ERP system have completed their due diligence and will be presenting a recommendation to the UET group for their consideration.

On the question of a sustainability plan for future enrolment for CBU that does not rely on international students and has it been identified, D. Keefe replied that there is not one at this point. Some successes have been realized in the diversification of international enrolments but these efforts takes time.

In response to the suggestion that the Happen initiative has not worked and if there is any evidence base data showing that it has increased enrolment numbers, D. Keefe replied that the Recruitment and Marketing departments will be presenting an evidence based report to the Board of Governors. It was suggested that this update should also be given to Senate.

## 7. Question Period – N/A

## 8. Approval of Minutes

**7.1 It was moved** by W. Wadden, seconded by G. MacInnis, the approval of the minutes from the October 22<sup>nd</sup> meeting. **Motion carried.** Abstentions: 5

## 9. Business Arising from the Minutes – N/A

## 10. Report of the Executive Committee

L. Syms reported that the Executive Committee met on November 6<sup>th</sup> to set the agenda for this Senate meeting.

## 11. Students' Union Report

Students' Union President B. Ellis reported on the following:

- The possibility of implementing a Fall reading week is being discussed and the SU would like to discuss further with Senate.
- A meeting has taken place with Minister Regan to discuss legislation the SU is trying to pass to allow the Students Union act be amended to allow them to leave or join external groups by a majority executive vote.
- Congratulations were offered to Mr. MacInnis and those involved the windfarm initiative recently reported by local media.
- During a recent council meeting a discussion took place on the lockdown procedures at CBU and it was unanimously agreed to strike a committee to investigate the handling of the recent situation and to develop a list of recommendations from a student and faculty perspective to better the procedures.

On the question of a fall reading week and if faculty have been involved in this discussion, B. Ellis replied that there have been some individual conversations have taken place and that broader discussions will be sought. D. Keefe added that the Fall dates are compressed due to the September start date as prescribed in the CBUFA collective agreement and the December exam schedules. These fixed dates would make a fall break impossible with the current wording of this agreement. It was also suggested consultations with the various union representative would better serve the SU in these discussions to avoid any conflicts that could arise with collective agreements.

In response to a question on recommendations being sent to the Manager of Safety & Security as requested through an email, B. Ellis replied that a meeting was planned to discuss their thoughts and concerns however, this meeting has not yet been realized. Comments were offered that a feedback mechanism has been provided for the University and that the SU should submit their recommendations through this process. Faculty members also noted that their feedback would have been elicited through this process. G. MacInnis also noted that the mechanism for feedback has received a good amount of input and any and all input, recommendations and constructive criticisms are welcome. Enhanced training modules are being developed and will be circulated to the CBU community upon their completion.

## 12. Reports of Other Committees

- (a) **Planning and Review** – Chair, V. Salazar, referred to the committee report circulated with the meeting material and in a PowerPoint presentation briefly detailed the process and time line for the development of the resulting report. Each of the recommendations were presented and discussed individually to ensure each was understood as presented.

**It was moved** by V. Salazar, seconded by J. Bailey to approve recommendation one: that CBU undertakes an external and independent review of its recruitment organizational structure and strategies. Moving forward, recruitment efforts should serve the needs of all our programs rather than target few programs, diversify our portfolio across domestic and international target markets, and collect information from prospective students about what is and what is not attractive about our institution.

On the question of any further costs associated with this recommendation, D. Keefe replied these are recommendations from Senate to influence the budget planning process not a directive, however if an external review process were to be implemented it could cost in the range of \$2000 - \$5000 .

A friendly amendment was suggested and accepted to remove the second sentence.

**Motion carried. Abstentions: 2**

**It was moved** by V. Salazar, seconded by O. Gristci, to approve recommendation two: that CBU develops a campus-wide retention plan, which incorporates a mechanism to utilize more effectively existing retention programs and metrics, and a mechanism to improve faculty participation in retention strategies. **Motion carried.**

**It was moved** by V. Salazar, seconded by E. MacNeil, to approve recommendation three: that a template be developed to encourage effective dissemination and accessibility of course information. That faculty develop such course information for each course they teach, and that the communications and Recruitment departments in consultation with Schools and Departments find the best way to utilize this information.

On the question of the suggested template, it was described as making the information more easily accessible for the student, however it was further suggested that this could infringe on academic freedoms and collective agreements. A separate suggestion was offered that this recommendation could be realized through the approval and implementation of recommendation two. It was agreed that the suggestions in the recommendation do have value but that the resources available at this time may not be available to fully implement.

Due to the concerns and suggestions to the recommendation the committee agreed to **withdraw the motion.**

**It was moved** by V. Salazar, seconded by B. Glassey, to approve recommendation four: that CBU aligns its integrated plan and its four-year financial sustainability plan to prioritize targeted investments to upgrade infrastructure for teaching. That such upgrades be determined in consultation with faculty and students.

A friendly amendment was accepted to add meaningful to the recommendation and that it read `...That such upgrades be determined in *meaningful* consultation with faculty and students.

**Motion carried.**

**It was moved** by V. Salazar, seconded by E. MacNeil, to approve recommendation five: that CBU maintains existing research support and develops additional innovative research incentives to support faculty members to either maintain their research active status or restore their inactive status back to active.

A friendly amendment was accepted to change inactive status to not sufficiently active so that the recommendation will read, that CBU maintains existing research support and develops additional innovative research incentives to support faculty members to either maintain their research active status or restore their *not sufficiently active* status back to active`. **Motion carried.**

**It was moved** by V. Salazar, seconded by B. Ellis, to approve recommendation six: that Senate strive to ensure that a meaningful dialogue occurs in matters associated directly with all academic planning decisions, by increasing consultation within the appropriate Senate committees and the broader membership of Senate.

In response to concerns of the wording of the recommendation, V. Salazar replied the recommendation is intended to highlight the positioning of Senate and how their input could be better utilized. Suggestions of committee transition manuals and Senator orientations could be ways to achieve better dialogues and communications. G. MacInnis noted that specific duties of Senate are prescribed in the Board of Governors bylaws and should therefore ensure the dialogue is in keeping with these bylaws.

**Motion carried. Yeas: 16 Nays: 7 Abstentions: 4**

**It was moved** by V. Salazar, seconded by J. Bailey, to approve recommendation seven: that CBU develops an internal academic communication strategy that broadcasts key messages to target audiences on a regular-basis, and continually evaluates the success of the internal academic communication strategy.

The expected or anticipated impacts, the associated cost of the recommendation, and how it could be realized through existing resources were discussed at length. Many comments were offered in favor of the recommendation but urged concern of any cost implications.

On the question of the process, Mr. MacInnis replied this is part of the overall budget advisory process of prioritizing the budget items from Senate's perspective. It was further noted that these recommendations are to represent what Senate deems a priority.

**Motion carried. Yeas: 22 Nays: 4 Abstentions: 1**

- (b) **Academic** – Chair, D. Hayes referred to the informational report circulated with the meeting material noting there was nothing further to add.
- (c) **Research** – Chair, E. MacLeod referred to the informational report circulated with the meeting material noting there was nothing further to add. On the question of an application for residual funds, E. MacLeod replied that the use of residual funds is at the discretion of the Dean, however it is not often that any residual funds remain so there are no plans to development an application form. These funds would go towards a general fund of similar council grants (NSERC/SHRC/CHIR) and would be distributed at the Deans discretion.
- (d) **QA** – Chair, MJ. Morrison, referred to the report as presented with the meeting material. **It was moved** by MJ. Morrison, seconded by C. Taylor that going forward the QA review process be conducted at the credential level rather than the school level. MJ. Morrison replied that this change would be in keeping with the MPHEC guidelines. **Motion carried**



**It was moved** by MJ. Morrison, seconded by B. Ellis to approve the schedule of program and academic support units as presented. It was noted that this schedule also aligns with MPHEC as it ensures a continual QA process is in place. In response to a question on the BSC, D. Keefe replied that when the future of the program has been identified it will be included in the rotation. On the question of why the library, student services, and recruitment not been reviewed to this point, D. Keefe replied these units have been included with changes from MPHEC from their original rotation. **Motion carried.**

(e) TLEC – Nothing to report.

(f) Bylaws – The committee met and has elected Barb Glassey as Chair.

### 13. Board of Governors' Report

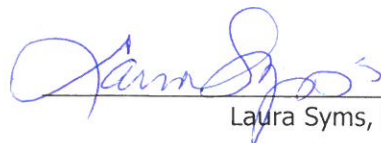
J. Bailey reported that the Board of Governors met on October 29<sup>th</sup> and highlighted the following from the meeting:

- The Student's Union reported St Mary's University has announced a tuition increase of \$1,060.
- The President presented on the new Mission, Vision, and Values and the second accountability report. In response to S. Stewart's comments on the recruitment strategy, it was noted that Dr. Brown will present results of the recruitment campaign during the December meetings
- Senate's report included the MPHEC moratorium due to delinquent QA reports generated discussion and vocalized concern from Board members. D. Keefe acknowledged concerns and accepted full responsibility and future accountability for reporting. BOG members requested ongoing reports regarding QA submissions under Dale's direction.
- G. MacInnis reported on the Four Year Sustainability Plan and Financial Statements.
- The Executive Committee reported on the now complete President's evaluation of his first two years in office and that the Minister of LAE called a provincial board meeting to address challenges universities were facing. Bill 100, Universities Accountability and Sustainability Act were discussed regarding equitable treatment for provincial universities. The Chair of CBU's BOG, Ambrose White, challenged Minister Regan to clarify what this meant. Her evasive response prompted CBU Chair to get approval from CBU's BOG to send a letter seeking further clarification of government's position regarding Bill 100 and no further university bailouts.
- Next BOG meeting is the retreat December 10<sup>th</sup>.

### 14. Confidential Business – N/A

### 15. Adjournment

There being no further business, the meeting was adjourned at 4:28 pm.

  
Laura Syms, Secretary