

Senate Minutes

June 9, 2017
Senate Chamber CE-339

Chair, D. Hayes, called the meeting to order at 1:33 pm.

1. Roll Call and Declaration of Quorum

Present:

Pat Bates, Shania Boucher, Dannie Brown, George Chen, Brooklyn Galbraith, Barb Glassey, Jordan Gracie, Derrick Hayes, John Hudec, Stephanie Inglis, George Karaphillis, Dale Keefe, Catherine Leviten-Reid, Brendan MacDonald, Richard MacKinnon, Gordon MacInnis, Bernie MacLennan, Erna MacLeod, Stewart McCann, Katelyn McPherson, David McCorquodale, Martin Mkandawire, Mary Jane Morrison, Sean Modesto, Eleanor Sidley, Arja Vainio-Mattila, Terry MacDonald, Shawn Bethke

Regrets:

Amar Amwar, Stephen Augustine, Tanya Brann-Barrett, Sylvia Burrow, Cathy Chisholm, Jacob Daley, Eddie Davis, Jane Farnsworth, Odette Griscti, Stuart Heath, Pierre Jean, Carolin Kreber, Jane Lewis, Ron McCarron, Joseph Parish, Kennedy Semple, Wei Shang, Kelsey Storimans, Claudette Taylor, Audrey Walsh, Wendy Wadden

It was moved by MJ Morrison, seconded by B. Galbraith, to accept the agenda as circulated with one amendment to move item 15 to item three. **Motion carried.**

D. Hayes thanked the outgoing Senators for their service over the last year and welcomed S. Conrod, E. Barre and C. O'Brien in attendance to answer any questions that may arise from proposals being presented by the Academic Committee.

2. Election of Chair, Vice-Chair, Secretary & *Pro-Temp* Chairs

E. MacLeod called for nominations for the Chair. M. Mkandawire nominated Derrick Hayes for Chair and with no further nominations, Derrick Hayes was elected as Chair of Senate for 2017-2018.

The duties of Chair were then passed to D. Hayes and he called for nominations for a Vice-Chair. M. Mkandawire nominated Erna MacLeod for the position of Vice-Chair, and with no further nominations Erna MacLeod was elected as Vice-Chair of Senate for 2017-2018.

Nominations for Secretary were then accepted. E. MacLeod nominated Martin Mkandawire for the position of Secretary, and with no further nominations Martin Mkandawire was elected Secretary of Senate for 2017-2018.

D. Hayes also noted that the Executive committee appointed the Deans as *pro-temp* Chairs to the Committees of Senate during their meeting on May 26th. They will be responsible for calling the first committee meeting in September when a Chair for each committee should be elected.

3. Consent Agenda

2.1 Academic Committee

It was moved by MJ Morrison, seconded by A. Vainio-Mattila, to accept items from the consent agenda as follows:

1. SASS Seminar Senior Interdisciplinary Seminar
2. SASS 4900 Major/Honours Thesis
3. EDUC 6XXX Introduction to Phenomenological Research and Writing
4. SPAL 3111 Place-responsive Experiential Learning: Theory to Practice
5. SPAL 4101 Critical Approaches to Outdoor Studies
6. SPAL 4103 Advanced Coaching
7. SPAL 4104 Political economy of sport and physical activity
8. SPAL 4900 SPAL Honours Thesis
9. MIKM 2X2X Introduction to L'nu (Mi'kmaq)Studies

Motion carried.

4. Matters to be Considered in Closed Session Brooklyn pat

It was moved by B. Galbraith, seconded by P. Bates to move in to closed sessions for the purposes of conducting confidential business. **Motion carried.**

Following a closed session, **it was moved** by MJ Morrison seconded by B. MacLennan to move back in to open session. **Motion carried.**

5. Matters Forwarded for Information

5.1 Changes to the Graduation List

B. MacDonald referred to the circulated memo detailing the additions, changes and deletions to the May 2017 graduation list after approvals during the May meeting of Senate.

5.2 Appeals Committee Report (David McCorquodale)

D. McCorquodale referred to the Appeals Committee report circulated with the meeting documents. He noted that a notable increase in students who approached the Appeals Committee were unprepared and unaware of the process. He also noted that an overwhelming majority of appeals were based on the consequences not the unfair treatment they received. It was discussed how to better inform students of the appeals committee process. It was suggested that the Registrar, with D. McCorquodale's assistance, would develop a rewritten version of the process to ensure it is worded in a more understandable format.

6. Special Presentations/Updates – N/A

7. Report of the President and Vice-President Academic & Research (Provost)

7.1 Report of the President

Interim President Keefe referred to his report posted to the Senate SharePoint. Noted convocation and congratulations to B. MacDonald and all those involved in the planning and very successful execution. The Canadian Coast Guard College graduation ceremony was on June 3rd where 31

students graduated with a CBU Bachelor of Technology Nautical Sciences program. He also referred to the University Leadership Team (ULT) being reconstituted as the President's Council (PC) with a shift in mandate to focus on being a working group ensuring that the academic and academic support units have input into decisions and that there is transparency and accountability in process. Over the next 6 to 9 months, the PC will review, modify and develop processes around integration of planning and risk management. In conclusion, he noted that an agreement has been reached with CBUFA with regarding a start date for 2018 and that once wording has been finalized an MOU will be signed and Senate should expect a revised Calendar of Events in September which will include a Fall break for 2018. Members were also encouraged to complete the MacLean's survey.

7.2 Report of the Vice-President Academic & Research (Provost)

Interim Vice-President, R. MacKinnon, reported that after the Emergency Management proposal was approved by Senate earlier in the year was sent to MPHEC. After moving to Stage II questions and concerns arose surrounding human resources. A response is being developed and the hope is to have this to MPHEC before the end of June. He noted he has been reviewing various agreements for renewal including one with the University of Limerick. He noted that these agreements could be very helpful in enrolments in areas that numbers are low. He also noted the many event that have taken place, including his visit to Yukon College for their graduation ceremony.

8. Question Period – N/A

9. Approval of Minutes

8.1 It was moved by B. MacLennan, seconded by B. Galbraith, the approval of the minutes from the May 4, 2017 meeting. **Motion carried. Abstentions: 5**

10. Business Arising from the Minutes – N/A

11. Report of the Executive Committee

E. MacLeod reported that the Executive Committee met on May 26th to set the agenda for this Senate meeting and to develop a slate of committee membership for the 2017/18 academic year and the *pro-temp* Chairs for 2017/18 committees.

12. Students' Union Report

E. Sidley reported that the improvements have begun for The Pit and they are in the hiring process for a Food and Beverages Manager. She recently attended the CFI AGM and in conversations with colleagues she noted that student representation on the CBU Board of Governors and Senate is among the highest in the country.

13. Reports of Other Committees

(a) **Academic** – Chair, MJ Morrison, referred to the documents included with the meeting material.

Items for Information:

1. Course change from SPHK to SPAL
2. Prerequisite change for EDUC 6902 and a change to Pass/Fail

Recommendations:

1) SPAL Major/ Nutrition Health Minor

It was moved by MJ Morrison, seconded by A. Vainio-Mattila, to approve the SPAL Major/Nutrition Health Minor as presented. **Motion carried.**

2) Addition of CASPer Admissions Test to BScN

It was moved, by MJ Morrison, seconded by B. Galbraith, to approve the addition of CASPer Admissions Test to BScN as presented. **Motion carried.**

3) Revised Calendar of Events 2018-2019

It was moved, by MJ Morrison, seconded by B. MacDonald, to approve the revised Calendar of Events 2018-2019. It was noted this revision does not include the start time and fall break noted by D. Keefe during his report. B. MacDonald detailed the change being to the start date for the Winter session to fall in line with a policy that this must be on a Wednesday or Monday. He also provided a rationale for this policy. **Motion carried.**

4) New Program Proposal and Courses (Business Analytics Post Baccalaureate Diploma)

It was moved, by MJ Morrison, seconded by G. Karaphillis, to approve the Business Analytics Post Baccalaureate Diploma and courses as presented. G. Karaphillis detailed the Post Baccalaureate Diploma as a specialized two-year diploma for individuals who already have a degree each containing a placement in the last semester. He also noted these programs are highly sought after in other parts of the country and are not currently offered in Atlantic Canada. It was suggested the Deans from the other three schools should consider exploring this option. **Motion carried.**

5) New Program Proposal and courses (Business Management Post Baccalaureate Diploma) It was moved, by MJ Morrison, seconded by G. Karaphillis, to approve Business Management Post Baccalaureate Diploma and courses as presented. **Motion carried.**

6) New Program Proposal and courses (Supply Chain Management Post Baccalaureate Diploma) It was moved, by MJ Morrison, seconded by G. Karaphillis, to approve Supply Chain Management Post Baccalaureate Diploma and courses as presented. **Motion carried.**

7) Change to Academic Standing Policy Med(SCI)

It was moved by MJ Morrison, seconded by B. MacLennan to approve the changes to the Academic Standing Policy for Med(SCI). The change was detailed in that students must maintain a satisfactory standing in the MEd(SCI) by achieving a passing grade of 70 in each course. **Motion carried.**

- (b) **Bylaws** – B. Glassey reported that the committee has updated the Bylaws Review Schedule and will notify Schools and Departments requiring review and updates. Referring to the report circulated with the meeting material, **it was moved** by B. Glassey, seconded by P. Bates, to approve the changes to Section 9 of Terms of Reference for Standing Committees of Senate. The addition of the following two sentences is being recommended to the end of this section: “Terms of office of non-ex officio standing-committee members shall expire on 31 August of every year or on 31 August of alternating years as the case may be. Unless specified otherwise, all incumbents shall be eligible for re-nomination.” **Motion carried.**
- (c) **Research** – Currently, in Section 4.4.4 Payments to Researchers in the Research Proposals and Agreements Policy it states: “When a granting agency or external sponsor allows a portion of the direct costs budget to be used to cover the researcher’s time who is employed full-time at CBU, such allocations will not be paid directly to the researcher but will be reserved in a separate research account for use by the researcher to support his/her research activities. ORGS will maintain oversight of such funds, which will be subject to all CBU research procedures and policies, including but not limited to those set out in this document.”

After consulting the research policies at Canadian post-secondary institutions, the Research Committee has found that several universities issue direct payments to researchers for external projects (minus applicable institutional overhead charges) when the contract allows for billing of their time. The Research Committee would like to recommend that Senate approve an amendment to CBU’s existing “Research Proposals and Agreements Policy” that would allow researchers to select one of two options for hours charged for their time on externally funded research projects that permit this type of payment:

- a) funds will be reserved in a separate research account for use by the researcher (minus applicable institutional overhead charges) to support his/her research activities. ORGS will maintain oversight of such funds, which will be subject to all CBU research procedures and policies, including but not limited to those set out in this document,
- b) funds will be paid to faculty as additional taxable income (minus applicable institutional overhead charges) and will be included in a T4 or T4A statement (as appropriate) issued to the researcher.

It was noted this amendment refers to externally funded research projects that are overseen and administered by CBU and does not apply to any independent consulting work initiated by CBU faculty, researchers or employees. **It was moved** by E. MacLeod, seconded by T. Brann-Barrett, to accept the amendment to the Research Proposals and Agreements Policy as noted above. It was suggested that consultation with Human Resources and the Finance department should be sought prior to the recommendation being approved to ensure it is indeed feasible. Following further discussion with various concerns and comments being voiced, **it was moved** by D. Keefe, seconded by C. Leviten-Reid, to table the item until September in order to allow for further consultation and information gathering into any implications or benefits this policy change might have. **Motion carried.**

- (d) **QA** – G. Chen reported that Committee is introducing a notice of motion today for the September meeting. The Bachelor of Arts QA review is now complete and the final report has been attached to the Senate SharePoint. This report includes the Self-Study Report, the External Reviewers’ Report, the Review Committee Response to the External Reviewers’ Report, and the Vice President Academic & Provost’s Response. The Committee is requesting that members review the content of the final report that will be presented for approval in September.

The Committee recognized the work of the BA Review Committee for their work on this review. Their adherence to their timeline and dedication to a thorough review slightly ahead of schedule has resulted in a clear set of action items that should lead to quality enhancements of the program.

(e) **TLEC** – J. Hudec noted that the Senate approved Lab Course Evaluation was not approved by CBUFA. He met with CBUFA to further discuss and hopes it will be presented to Senate for further consideration at a future date. He also noted that the Committee met with the VPA to discuss the evaluation of small classes at CBU and the process of evaluation for the purposes PP&T and for improvement of teaching and learning at CBU. The committee was seeking direction on how to proceed with the development of recommendations for evaluation more generally. Issues of consistency and appropriateness were discussed. TLEC now has a clearer understanding of the multifaceted nature of the evaluation of teaching and learning at CBU. The committee will be developing recommendations for evaluation of teaching and learning at CBU and bringing these to Senate for discussion and consideration.

(f) **P&R** – No report.

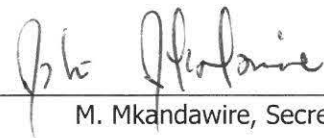
14. Board of Governors' Report

P Bates reported that the Presidential Search Committee has been formed and the next Board meeting is scheduled for June 23rd.

15. Confidential Business – N/A

16. Adjournment

D. Hayes thanked Senators for their contributions to Senate during the year and there being no further business, **it was moved** by MJ Morrison to adjourn the meeting at 2:55 pm.



M. Mkandawire, Secretary