

Senate Minutes

March 27, 2020
MS Teams Video Conference

M. Mkandawire, Chair, called the meeting to order at 1:30 pm.

He began with the acknowledgement that Cape Breton University is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. This territory is covered by the "Treaties of Peace and Friendship" which Mi'kmaq and Wolastoqiyik (Maliseet) people first signed with the British Crown in 1726. The treaties did not deal with surrender of lands and resources but in fact recognized Mi'kmaq and Wolastoqiyik (Maliseet) title and established the rules for what was to be an ongoing relationship between nations.

1. Roll Call and Declaration of Quorum

Present:

Amar Anwar, Catherine Arseneau, Stephen Augustine, Tanya Brann-Barrett, Parteek Brar, Debbie Brennick, David Dingwall, Mary Beth Doucette, Emma Drohan, Jim Gerrie, Stephanie Gilbert, Jan Hancock, Jasmine Hoover, David Johnson, George Karaphillis, Mary Keating, Carolin Kreber, Janet Kuhnke, Geoff Lee-Dadswell, Brendan MacDonald, Gordon MacInnis, Emily MacLeod, John MacMillan, Judy MacInnis, Richard MacKinnon, Bernie MacLennan, Martin Mkandawire, Mary Jane Morrison, Joshua Nyamukapa, Amara Othman, Joe Parish, Andy Parnaby, Rick Pierrynowski, Bill Robinson, Scott Rodney, Maria Rozario, Samuel Shaji, Éric Thériault, Tom Urbaniak, Audrey Walsh, Richard Watuwa, John Mayich, Terry MacDonald

Regrets:

Abey Abraham, Pat Bates, Madeline Campbell, Patrick Delamirande, Karen Foss, Dena Richardson, Harsh Sai, Ann Sylliboy

With all those present in favour, the agenda was adjusted to allow the report of the President and Vice President Academic to take place directly after the roll call.

2. Report of the President and Vice-President Academic & Provost

2.1 Report of the President

President Dingwall thanked Senators for the adjusting the agenda to allow he, and others, to provide an update as it relates to COVID19 and the University responses thus far. Following the declaration of a state of emergency by the Province of Nova Scotia a CBU response team was formed with Mr. John Mayich and Ms. Patti Merrigan as co-Chairs also Dr. Tanya Brann-Barrett has been appointed as CBU's representative on a working group of the Council of Nova Scotia University Presidents (CONSUP), each of which has been meeting daily. He then called upon various members of the response team to provide updates.

Dr. Brann-Barrett provided an update on the CONSUP meetings. She indicated that each day Deputy Minister Duff Montgomery provides updates with regard to COVID-19 and members are given an opportunity to provide input, suggestions, and questions they would like addressed by the Province. To

date issues with regard to student housing, academics, research, teaching and various other topics are being discussed.

Ms. Patti Merrigan then provided members an update on how the University has moved as many faculty and staff to a remote working environment and that only essential staff remain on campus.

Mr. John Mayich reported that a response line has been implemented to provide direct assistance to students. The results of a student needs survey have revealed that the common concerns for students at this time are related to housing and rent, spring/summer employment, food, and security. Many of the respondents indicate they wished to stay in Cape Breton following the completion of their studies in April. He also noted that a student petition, initiated by a Cape Breton domestic student, calling for grades to be frozen as they stand or to provide an option to complete additional work if the student wishes to have their grade increased, has received over 900 signatures. He also advised that all academic support services have all been moved online and remotely.

Mr. Doug Connors reported that CBU currently has 213 students in residences and 207 are international students. He described the actions being taken to maintain the security and well being of all students and that CBU is following orders and protocols set out by Nova Scotia's Chief Medical Officer. He advised that students are being compliant with circulated notices and policies.

Ms. Sonya Spencer advised that transit has been deemed an essential service but that frequency has been reduced with a limit of eight passengers at a time and Cape Breton Transit is encouraging social distancing; Sunday service has been eliminated at this time. Bus passes expiring this month have been extended for one month. With respect to on campus security, two security officers are on campus all times and they are monitoring all campus traffic to ensure we are compliant with order set out by the Province.

With respect to on campus research, Dr. Brann-Barrett noted that all campus-based research has been suspended. An emergency protocol for essential lab maintenance has been developed and researchers permitted on campus for such maintenance will be receiving correspondence on the protocols that must be followed.

Dr. Richard MacKinnon firstly thanked all library staff for their efforts as the Library moves to online support. A return bin has been set up at the security desk for students to return books and enhanced licensing is being obtained to provide more robust services to faculty and students.

Ms. Judy Kelley reported that CBU has developed a COVID-19 case response protocol that will dovetail with the provincial plan to follow up on any reported cases of the virus. A virtual platform, developed by faculty member Corrin MacIsaac, has been purchased which will provide online consultation, daily wellness checks on physical and mental well-being.

Ms. Becky Chisholm provided an update on the communications goal of being clear and concise with an integrated delivery approach. All official communications are being distributed from the President's Office with daily and frequent updates being posted on all social media sites and www.cbu.ca/COVID19 is updated regularly with all responses and a FAQ section.

M. Mkandawire thanked President Dingwall and all those present who provided a summary of how CBU is responding to this situation.

On the question of the types of issues students may be facing in off-campus housing, Mr. Mayich responded that the major concerns is with respect to being able to make rent payments. CBU is working with the Provincial government on this matter and noted that an updated landlord agreement has been developed.

2.2 Report of the Vice-President Academic & Provost

R. MacKinnon noted that prior to the COVID-19 situation arose, he was to give an update on the Academic Plan during this meeting. Due to the current situation this process was postponed until a future meeting. He and the Deans have been working on how, and which, spring and summer courses will be offered remotely. A meeting of all university Academic Vice Presidents held on March 26th, they discussed how grades will be handled and the possibility of special accommodations or concessions. CBU had determined that faculty members will decide how to finish off the term. Through discussion with Senate's Academic Committee, **it was moved**, by R. MacKinnon, seconded by M. Keating that;

Whereas the current COVID-19 pandemic has forced all courses in the winter, 2020, term into remote formats of delivery;

Whereas some students may be experiencing higher-than-normal levels of stress and anxiety as a result of the general public health crisis and the specific transition to remote learning;

And whereas it is likely that some students may not be able to put forth their best efforts in a specific class due to the disruptions noted above, and that this situation may have a negative effect on their final grade;

Be it resolved that the Senate empower the Registrar, in consultation with the academic school Deans, to create a one-time grade appeal process that will permit students access to a "PASS/FAIL" and/or "withdraw for special circumstances" under specific criteria.

On the question of pass/fail, A. Parnaby responded this option is already available to faculty members and that what is being proposed is a process for students to opt for a change, under certain circumstances, after the numerical grade is posted.

On the question of how the faculty member will be involved in the decision, it was noted that, without question, this will be incorporated in the process to be developed by the Deans and the Registrar.

On the question of what pass/fail means, A. Parnaby responded this is an option being presented to students, under the public health crisis, that once their numerical grade is posted they can opt for a code of pass which will grant them credit for the course and not impact their overall GPA. It is not likely that any student would opt for the fail option. With respect to those requiring a certain average to maintain a scholarship, he responded that it would depend on the criteria of the scholarship and that the pass mark would likely benefit of the student.

Motion carried unanimously.

3. Consent Agenda

3.1 QA Committee – Information only - Committee met to discuss the draft Self-Study of the Bachelor of Hospitality and Tourism Management program.

4. Confidential Business – N/A

5. Matters to be Considered in Closed Session – N/A

6. Matters Forwarded for Information – N/A

7. Special Presentations/Updates – N/A

8. Question Period

Given the current situation, might it be reasonable to extend the exam period and delay the deadline of mark submission so that instructors have more time to deal with the difficulties of compensating for the lack of in-person exams? This might necessitate holding a special meeting of Senate, later than usual, to approve the graduating class.

B. MacDonald responded that due to the unprecedented situation, the decision has been made to end the term as early as possible rather than to extend. P. Brar also noted that the suggestion to extend the term could present problems for international students with study Visa's.

9. Approval of Minutes

9.1 It was moved by M. Keating, seconded by A. Anwar, **the approval of the minutes from the January 24, 2020 meeting. Motion carried. Abstentions: 6**

10. Business Arising from the Minutes – N/A

11. Report of the Executive Committee

D. Johnson reported that the Executive Committee met on February 7th and 28th where the Committee set agenda for this meeting. Many of the items discussed during the meeting have been superseded with the COVID-19 situation. The Committee did arrange to have Scott Thomas, CBU's Human Rights and Diversity Officer, provide a presentation on the prevention of sexual violence on campus and the supports offered to those who are victims of sexual violence; this presentation has been postponed to a future date yet to be determined. He also noted that the Planning & Review committee has posted all Senate policies on newly added Senate section of the MyCBU Intranet. As mentioned earlier, the meeting to discuss impactions of the Academic Plan was cancelled but will be rescheduled at a later time

He then welcomed new Senators from the Students' Union: Abbey Abraham, Madeline Campbell, Maria Rozario, and Harsh Sai, and a replacement from SASS, Jan Curtis.

He then noted the following changes to the committee memberships and **it was moved** by D. Johnson, seconded by T. Urbaniak, **the following changes to Senate Committees:**

Maria Rozzario – Academic Committee
Madeline Campbell – Planning & Review Committee
Abbey Abraham – TLEC
Samual Shaji – Appeals Committee
Harsh Sai – Research Committee
Jan Hancock – Research Committee

Motion carried. Abstentions: 2

12. Students' Union Report

P. Brar thanked the University community on all the efforts and supports that have been implemented during this time of COVID-19. He noted that he has been working with various departments and the task force responding to student concerns with regard to exam delivery options and schedules, food services, and security.

On the question of how the Students' Union is responding to food and security concerns, P. Brar responded that the Union is working with the University to provide a grocery receipt reimbursement fund. The Union, along with the University, has been working with government in the hopes that the criteria for potential earning assistance for students will be developed. It was also noted that the insurance provider, Guard Me, will provide coverage for students should they contract the virus.

13. Reports of Other Committees

(a) Academic – M. Keating referred to the documents circulated with the meeting material.

Items for information:

- The 2020-010 NSCC-CBU agreement that lists the NSCC courses that will count as equivalent to the high school level courses required for admission into CBU programs. While this flows out of discussions with the NS Department of Education, members on our committee have requested that students admitted under this policy be tracked in case they encounter difficulties in the first year CBU courses in the same subject. That will allow us to raise concerns with NSCC, if need be, in order to ensure that both parties can work on the necessary alignment of required skills.
- Course change for EDUC 5111
- Course change for ECUD 5150.
- Final Proposed Class Exam Schedule FW 2021-2022
- NSCC-CBU Articulation Agreements: these have clearly defined the transfer credits awarded to students coming into the BACS from specific NSCC programs. The consultation process included the Department, Dean's Council and School. The same type of consultation is now underway with NBCC.

Recommendations:

1. NRSGX01 Skin and Wound Care and NRSGX02 Best Practice in Wound Care Science
It was moved by M. Keating, seconded by A. Walsh, the **approval of new course NRSG XX01 Skin and Wound Care and NRSG XX02 Best Practice in Wound Care Science** as presented. M. Keating

noted the Department indicated, should the courses be approved by Senate, that Skin and Wound Care should be numbered at the 3000 level and Best Practice in Wound Care Science at the 4000 level and that they fall in the sequencing of the Nursing program. **Motion carried.**

2. EDUCXXX: Curriculum and Instruction in Mi'kmaw Language I and EDUCXXX: Curriculum & Instruction in Mi'kmaw Language II

It was moved by M. Keating, seconded by C. Kreber, the **approval of new courses EDUCXXX: Curriculum and Instruction in Mi'kmaw Language I and EDUCXXX: Curriculum & Instruction in Mi'kmaw Language II** as presented. M. Keating advised that the Committee followed up on who would be responsible for the delivery of the course and the assessment of student proficiency when required, as this was not indicated in the proponent section. They also asked that the pre-requisite to MKL 1 specifically refer to a minimum of 18 credits in MIKM language courses. MIKM Studies is too broad a term in that it includes a number of non-language options. We also informed them that SASS does not have a Minor specifically focussed on MIKM language and so the better option would be to use the 18 credits (the minimum number for a teachable) in MIKM language courses. On the question of fielding components and any additional cost that would be incurred, C. Kreber noted these would be budgeted through the School of Education and Health and would not be an additional cost to the student. **Motion carried.**

3. Nursing Certificate Program in Wound Care

It was moved by M. Keating, seconded by D. Brennick, the **approval of the Nursing Certificate Program in Wound Care** as presented. New course proposals NRSGX01: Skin and Wound Care and NRSGX02: Best Practice in Wound Care Science were included in the certificate. M. Keating described this certificate as an additional stream to the jointly delivered Nursing Certificate program accessed by Nursing students from Dalhousie University and St. Francis Xavier University as well as CBU. **Motion carried.**

(b) TLEC – G. Lee-Dadswell referred to the documents circulated with the meeting material. In light of comments at the last Senate meeting and other consultations, the committee has made slight amendments to the Course Syllabus Policy. The main changes, since the last Senate meeting are:

- There was a slight change to the wording of the Treaty Acknowledgement (contained in the sample course syllabus) so that it states that CBU is in Mi'kma'ki rather than that the speaker is in Mi'kma'ki. It is felt that with this change it is appropriate for this official acknowledgement to be used in syllabi for all courses, including off-campus courses. Instructors teaching in other territories are encouraged to additionally, include a treaty acknowledgement appropriate to the location where their courses are taking place.
- Syllabi must be in single documents, for the purposes of archiving.

It was moved, by G. Lee-Dadswell, seconded by J. MacInnis, that Senate approve **the presented changes to the Course Syllabus Policy along with the changes put forward at the January 24th meeting of Senate.** **Motion carried.**

G. Lee-Dadswell also referred to course evaluation software package included with the meeting package as their response to a request from the Provost Group and that is was circulated as information only.

(c) Research – E. Barre referred to the documents circulate with the meeting material which include suggested revisions to the President's Award for Excellence in Research and the President's Award for a Rising Researcher. **It was moved**, by É. Thériault, seconded by T. Brann-Barrett, **that the eligibility language for the President's Award for Excellence in Research and the President's**

Award for a Rising Researcher be changed from “Members of the research committee and senior administration (Deans, VPs) are ineligible.” to “Members of the research committee and those who are not currently active in a bargaining unit are ineligible”. He advised this change is in response to a question posed to the Committee on the eligibility of those at the rank of Associate Dean to which the Committee agreed they would not be eligible. **Motion carried.**

(d) Planning and Review – S. Gilbert reported that the Committee has sent three outdated policy reviews to various Senate Committee and will defer any others at this time given the situation. She also referred to the Senate policies being available on the Intranet and thanked Debbie Rudderham for her assistance in setting this up for Senate. She also requested that should Senators notice any missing policies that they please advise the Committee.

(e) Bylaws – No report.

14. Board of Governors’ Report – B. MacLennan reported that the Board of Governors met on March 6th and other than the usual business of the Board, Dr. Scott Rodney was introduced as Senate’s new representative. The additions of 62 seats in the Nursing program was announced and members were provided with a presentation from Mr. Donnie MacIsaac on campus infrastructure.

15. Adjournment

There being no further business, it was moved by S. Rodney to adjourn the meeting at 3:11 pm.

David Johnson
Secretary to Senate