

Senate Minutes

**March 25, 2022
MS Teams**

The Chair, T. Urbaniak, 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 the 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.

T. Urbaniak also shared an expression of solidarity for anyone enduring war and violence, and oppression at this time. He noted that the thoughts and prayers of the Senate are with the people of Ukraine and any other areas

1. Roll Call and Declaration of Quorum

Present:

Faustina Amoako, Sahand Ashtab, Catherine Arseneau, Carol Beaton, Mark Campbell, Sean Campbell (for David Gerbasi), Simon Chen, Logan Collins, Mary Beth Doucette, Ayse Ersoy, Terry Gibbs, Ava Graham, Michael Henick, Jasmine Hoover, Patrick Howard, Katherine Jones, George Karaphillis, Mary Keating, Janet Kuhnke, Doug Lionais, Jason Loxton, Marjorie McGillivray, Richard MacKinnon, Bernie MacLennan, John MacMillan, Martin Mkandawire, Mandy Nguyen, Marcia Ostaszewski, Joe Parish, Andy Parnaby, Rick Pierrynowski, Michelle Prendergast, Mohammed Faraaz Rahman, Erin Robertson, Karen Rowe, Chloe Stewart, Ann Sylliboy, Laurianne Sylvester, Éric Thériault, Mya Trimm, Tom Urbaniak, Wendy Wadden Audrey Walsh, Lacie White, Bilynda Whiting, Terry MacDonald, John Mayich

Regrets:

Tanya Brann-Barrett, David Dingwall, Bettina Callary, Gordon MacInnis, Dana Mount

2. Consent Agenda

2.1 Academic Committee

For Information:

Retired Courses: English 2240 (A and B)-Shakespeare and English 3652 A and B – The Short Story.

For Approval:

New Course: English 224S – Shakespeare

New Course: English 3XXX – The Short Story

New Course: English 3404/4404 Indigenous Drama in Canada. It was noted that this course is a dual delivery format.

It was moved by M. Keating, seconded by G. Karaphillis, to accept the consent agenda items as presented. **Motion carried.**

3. Matters to be Considered in Closed Session/Confidential Business – N/A

4. Reports and Items for Information

4.1 President

On behalf of President Dingwall, R. MacKinnon reported on the following:

- The need for space at CBU continues to be a focus as we ramp up for the summer and fall terms.
- Research monies for the World Trade Institute were announced. It was a two-year battle. CBU was initially denied, but we continued to advocate to several federal government departments. Many thanks were passed on to Keith Brown, Mary Jane Morrison, Dean George Karaphillis, and the team at the SSOB.
- The selection of a new Dean for the School of Nursing is going very well, and he expressed thanks to the hiring committee, including Audrey Walsh as the Chair, for all their excellent work.
- The work to retain a Chair for Chair in L'nu Health is near completion.
- We have received good cooperation from other Universities as it relates to funding for the Mi'kmaw Ethics Watch.
- Finally, the President is working on some other major initiatives and asked that Senators watch their calendar for updates.

On the question of the Mi'kmaw Ethics Watch position, R. MacKinnon responded that various options are being explored to find a way to gain support from other universities for the position.

4.2 Vice President Academic

R. MacKinnon reported on the following:

- As a member of the Destination Cape Breton Board, they were very excited about the funding announcement for the WTI.
- MPHEC has developed a new diploma and certificate framework and a new definition of programs with online delivery post-pandemic. Both have been circulated to universities for input and feedback.
- As noted by President Dingwall, the search for the Dean of Nursing is near completion, and the Dean of Business is also close to being concluded.
- The revised MOU between CBU and the Canadian Coast Guard is close to being formalized.

- A very successful book club meeting, sponsored through the CTL, on Marie Batiste's book, *Decolonizing Education: Nourishing the Learning Spirit*.
- With the budget now approved, the strategic enrollment management process is proceeding with the posing for the new hires and the formation of hiring committees for each.

On the question of a presentation to faculty from the candidates for the Dean of Business, R. MacKinnon responded that the search firm is in the process of arranging the various meetings and that, at this time, he is unsure if a presentation will be given to the faculty at-large.

4.3 Unama'ki College

On behalf of L. Sylvester, T. Urbaniak reported on the following, and the full report has been appended to these minutes:

- The opening conference for the In- Business Program took place in February.
- An announcement of the successful candidate for the L'nu Chair in Indigenous Health- will be made next week.
- Options are being explored for funding the Mi'kmaw Ethics Watch position
- The Mi'kmaw Resource Center position will be posted in April.
- Students are in their second course of the Bachelor of Science, and mentors will be available to students by May.
- Indigenous Science Program (focusing on Health Care and Nursing) will be rolled out in the fall. The program aims to bring awareness to the many career options through the sciences.
- The Mi'kmaw Students Banquet will be on May 20th at the Joan Harris Pavilion in May with potentially 25 graduates.
- A presentation on Truth and Reconciliation Calls to Action, as it relates to post-secondary education, was presented to the CBU Executive Committee and L. Sylvester offered to provide the same presentation to Senate at a future date.

T. Gibbs requested that the noted presentation be added to a Senate agenda.

On the question of the Mi'kmaw Ethics Watch position, R. MacKinnon responded that it is planned for this to be a full-time position.

4.4 Students' Union

C. Stewart reported on the following:

- Karen MacNeil has been hired as a casual support worker for our Pride and Ally Center.
- Open Educational Resource week was held from March 7 to the 11th. An email template for faculty asking for the adoption of OERs is now available on their website.
- The CBUSU and Canadian Securities Institute (CSI) have partnered to provide BBA students entering the banking world with discounts on additional certificates needed from CSI.
- The Executive met with Liberal leadership candidate Angela Simmons where they discussed student concerns specifically regarding housing, open educational resources

and MSI. L. Collings is drafting a question for a question period in the Assembly that Ms. Simmons will pose regarding MSI for international students.

- A successful Healthy Living week was held from March 7th to 11th.
- To increase more engagement on social media platforms and to promote the food bank, a five-week cooking challenge was created.
- Flavour 19 will donate \$2 from the sale of all Capes Helping Capers chicken parmesan burgers for the month of March. A Facebook group for our CHC charity online auction has also been created and has approximately 300 members to date.
- Efforts are being made to ensure the Ukrainian community on campus is being supported through mental health support, financial aid, and more. They have made a \$500 contribution to the Red Cross's humanitarian efforts in Ukraine.
- Food bank services are now being offered at the Cineplex location.
- Policies and procedures related to the MOU with the University and Caper Radio, administration, and bylaws are being reviewed.
- Upcoming events include a town hall, Pride Week, The Last Class Bash, an outreach program for Indigenous students studying off-campus and a pilot program for delivering CBUSU services to indigenous communities.
- A letter of intent to become full members of Students Nova Scotia will soon be submitted.
- The general election unofficial results are available, and congratulations were offered to Damanpreet Singh as President-elect and Peter Oyedijo as Vice-President-elect.

In response to the question on Students Nova Scotia, L Collins replied that being a member of this organization will provide better representation at the Provincial level.

4.5 Executive Committee

J. Hoover reported that the Executive Committee met on March 11th to set the agenda for this Senate meeting. The Committee discussed the importance of the Schools and Departments working collaboratively with the QA Committee on the Graduate Attributes, the role of the Senate Executive, and how to better communicate the Senate's agenda and initiatives more broadly.

4.6 Board of Governors

B. MacLennan referred to his report circulated with the meeting packaged. He highlighted two items, a) the report from J. Mayich on the Accessibility Act and b) the approval of the 2022-2023 budget. M. Ostashewski attended her first meeting as a Senate representative. She added her concern that from the budget presentation, Board members might not fully understand the difficulties faculty and staff deal with due to the hiring practices at CBU. T. Urbaniak and M. Ostashewski agreed to speak further on the topic. It was also added that it could be suggested to the Board that they seek outside training on their responsibilities and better orientation sessions. Another suggestion was added that the membership and role of the Budget Advisory Committee be reviewed.

5. Special Presentation – Working Group on Cape Breton University Senate Structure and Succession

M. Mkandawire referred to the notice of motion table during the last meeting of the Senate, which was to present the report and its recommendations for approval. He and M. Keating then provided an overview of the committee, its mandate, timeline and activities. They then detailed the findings and outcomes for each of the recommendations.

Recommendations:

1. Improve awareness of the Senate's existence, functions and operations. This included a new website/portal, a handbook, and a one-pager to use for recruitment.
2. Improve communication, both university-wide as well as inter-committee and Senate communications. This included recommendations such as publishing the Senate agenda, live streaming, Senate reports at School meetings, as well as an improved website/portal and better document management.
3. Provide assigned administrative support for the Senate executive and committees.
4. Amend timelines of election to Senate and appointments to Senate committees to improve workflow, time-tabling and succession
5. Adopt a multi-modal recruitment strategy with a positive outlook. This will include a better website, meet and greet, better information (one-pager sessions), and more recognition of the work of the Senate.
6. Organize better and more timely training and awareness. Starting from orientation, potential Senators should have access to information sessions, training and documentation around Senate.
7. Improve the process for filling Senate committees, including a revised timeline for filling committees. New Senators would submit a form with a ranked list of committees to serve on, and more information available about each committee will exist on the website.
8. Senate should continue to look at Senate structure and membership by forming a working group to look at various models and consider ways to ensure school representation without Senate getting too large or admin heavy
9. Standing committee mandate and structure recommendations: allow ad-hoc committees and/or special research projects. Investigate sub-committees for those standing committees with heavy workloads or amalgamating committees. (e.g. Current Research Committee model). Senate could investigate new committees.
10. Standing committee chair recommendations: Chairs must be members of the Senate and members of NSGEU or CBUFA. Co-Chairs are an acceptable model and could be filled by a non-Senator. The role of the chair should be documented, leadership training available, and succession planning should be included.
11. EDII (Equity, Diversity, Indigenization, and Inclusion) training should be available to Senators. Balance, including diverse voices on committees, without overburdening representatives of minority groups by assigning them to multiple committees. Include external representatives in a consultative role on committees to ensure diverse voices
12. Review the current status of the Senate to access if the University Act should be opened to codify the existence of the Senate in the Act.

It was moved by M. Mkandawire, seconded by M. Keating, to adopt the recommendations in the report of the Working Group on Senate Structure and Succession. **Motion carried.**

6. Question Period – Brief status update on the Accessibility Report

J. Mayich reported that the draft report was recently received through the Accessibility Advisory Committee. Feedback and input are welcomed until Tuesday, March 29th, after which all updates and consolidation will occur. When the draft document is complete, it was agreed to forward it to the Senate Executive who will determine the next steps, including possibly doing a special meeting or having the Senate function as a focus group.

7. Take Note Debate – N/A

8. Approval of Minutes – February 4 & 18, 2022

It was moved by C. Arseneau, seconded by M. Keating, the **approval of the minutes of February 4, 2022. Motion carried.**

It was moved by C. Arseneau, seconded by M. Keating, the **approval of the minutes of February 18, 2022**, with the noted amendment that A. Walsh Chaired the meeting. **Motion carried. Abstentions: 4**

9. Business Arising from the Minutes – N/A

10. Reports of Other Committees of the Senate

i) QA Report

K. Jones referred to the report circulated with the meeting material and highlighted the following:

- Alyssa MacDonald has been hired in a 12-month position to assist the QA Committee and backlog of reviews
- Self Studies for both BET and Cultural Resources have been reviewed by QA Committee, and they have been returned with minor revisions; preparations for external reviews/site visits are underway
- A final draft of the Revised Graduate Attributes is ready. The committee would like to task Senators with taking them to their departments or programs and encourage their colleagues to review them and provide feedback. There is an accompanying explainer video, the 2-page Draft Graduate Attributes, and a Microsoft Forms Survey that we will use to collect input. We will also send out an “all employees email” with this information.
 - ❖ DRAFT Revised Graduate Attributes
 - ❖ Explainer video (3 mins): <https://www.powtoon.com/c/cPBNgZvVYlh/1/m>
 - ❖ MS Forms Survey (4 mins max): <https://forms.office.com/r/JCKGjjVwhz>

With Senate’s permission, the Committee hopes to send the information on the Revised Graduate Attributes out via an all-employee email requesting input and feedback.

ii) TLEC

J. Loxton referred to the report circulated with the meeting material. He also added that two sub-committees have been formed to look at anti-plagiarism software and open educational resources and the manner in which CBU Senate may wish to adopt a policy. Any Senator interested in either of these was encouraged to reach out.

He then referred to the proposed revisions to the General Principles for Scheduling of Final Exams of the Exam Policies and Procedures. **It was moved by** J. Loxton, seconded by B. MacLennan the following changes be approved:

*"No cumulative test or examination may be held in any course in either the last five teaching days of the term or the study period (defined as the period of time between the last day of classes and the beginning of the examination period) immediately preceding the December and April examination periods, with two exceptions: i. practical laboratory examinations **and ii. make-up exams for individual students who were absent from an exam scheduled earlier in the semester.** The provisions in this paragraph cannot be waived even with mutual consent of students and instructor."*[Substantive change in bold.]

Motion carried.

He then noted that the committee has developed a suite of recommendations to address their concerns with for the potential for disruptions in the final weeks of the semester, in particular, the increased need to accommodate isolating students and immunocompromised students during lab exams (i.e., the last week of classes) and final exams, and the potential for last-minute changes in exam delivery. TLEC is suggesting a formal letter be sent to the CTL, JKC, administration, and other stakeholders, requesting actions to help ensure educational continuity, logistical and pedagogical support for faculty, IT preparedness (to handle a potential need for online exams), fairness and efficiency in accommodation requests and academic appeals. Due to the timeline of the circulation of meeting materials, it did not allow for these recommendations to be circulated for today's meeting, however, T. Urbaniak noted they would be followed up on in a timely manner.

iii) Research – No report.

iv) Planning & Review

K. Rowe reported that the committee has not met since the last meeting of the Senate but continues to work policy review process, a policy review of the external academic agreements process, and finalizing comments on the trimester model. During the next meeting, the Committee will be working on their post-budget comments and hopes to have this ready for the next meeting of the Senate.

v) Bylaws – No report.

vi) Academic – No report.

11. Adjournment

With no further business, the meeting was adjourned at 3:40 pm.

**Jasmine Hoover
Secretary to Senate**