

Senate Minutes

June 3, 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.

He then noted that a special meeting of Senate will be held on June 20th. This meeting will facilitate finalizing the work of committees and for Senate to receive a presentation from Lauriane Sylvester on an orientation f on the Truth and Reconciliation Commission and the principles of reconciliation.

He then welcomed the new Senators: Dr. Kimberley Lamarche, CBU's first Dean of the School of Nursing, and student senators, Mr. Damanpreet Singh (President) Mr. Peter Oyedijo (EVP), Ms. Himali Kadam (VPFO), Ms. Chloe Stewart (VPP), Nofisat Banjo-Saibu, Ms. Mandy Nguyen, Ms. Natalia Parsons, Samarjeet Singh, and Kyra Smith.

1. Roll Call and Declaration of Quorum

Present:

Catherine Arseneau, Sahand Ashtab, Carol Beaton, Tanya Brann-Barrett, Bettina Callary, David Dingwall, Mary Beth Doucette, Ayse Ersoy, Terry Gibbs, Michael Henick, Jasmine Hoover, Patrick Howard, Himali Kadam, George Karaphillis, Mary Keating, Kimberley Lamarche, Doug Lionais, Jason Loxton, Gordon MacInnis, Richard MacKinnon, Bernie MacLennan, Martin Mkandawire, Dana Mount, Peter Oyedijo, Mandy Nguyen, Joe Parish, Natalia Parsons, Andy Parnaby, Rick Pierrynowski, Michelle Prendergast, Erin Robertson, Karen Rowe, Damanpreet Singh, Kyra Smith, Chloe Stewart, Laurianne Sylvester, Tom Urbaniak, Wendy Wadden, Lacie White, Bilynda Whiting, Terry MacDonald

Regrets:

David Gerbasi, Katherine Jones, Janet Kuhnke, John MacMillan, Marcia Ostashewski, Ann Sylliboy, Éric Thériault, Audrey Walsh, John Mayich

2. Consent Agenda

2.1 Academic Committee

For Approval:

New Course: ENGI 3XXX – Technical Project Management

It was moved by M. Keating, seconded by G. Karaphillis, to accept the consent agenda item 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

President Dingwall reported on the following:

- He met with the Senate Executive Committee to discuss CBU's health care initiative.
- A letter of intent has been sent to the Canadian Association of Social Work Education regarding the submission of a Bachelor of Social Work accreditation. The BSW development team has been focusing on program design and curriculum development. Consultations with 48 stakeholders throughout the province have taken place to review the program layout and curriculum to obtain feedback on the proposal.

Included in the consultations were social workers and managers within Nova Scotia Health, the Department of Community Services, Mi'kmaw Family and Child Services, and the Nova Scotia College of Social Workers. The feedback has been positive, and they are pleased with the proposed curriculum content, flow of courses, and the practical skills to be embedded in the program.

The BSW team has also met with the faculty program development group, SASS faculty, and the SEM committee to provide updates and gather feedback/guidance. Discussions have been held with HR and the VP Academic (Provost) regarding the process for hiring social work faculty.

A meeting with representatives from NS Department of Advanced Education was held on May 26th. Support for the BSW program was demonstrated, and a commitment was made to assist in finalizing the required submission to the Atlantic Advisory Committee on Health Human Resources (AACHHR). A draft of the AACHHR proposal will be sent to Advanced Education in the coming days, with the goal of submitting the finalized proposal to AACHHR mid-month.

Once the AACHHR submission is made, work will continue on full course development and the preparation of the MPHEC new program proposal. The hope is to be ready to bring this proposal to Senate at their September meeting, so the other necessary internal approvals are expected to be sought mid to late summer.

- He also welcomed the new Dean of Nursing, Dr. Kimberley Lamarche and noted that an announcement on the new Dean of the Shannon School of Business will take place early next week.

- Space Update: 46 people will be moving downtown, and CBU has secured 50 parking spots at Centre 200; Development Department will aim to move by the end of the June, IT work has started, and furniture has started to arrive, University Relations and Strategic Communications – work is being completed, and the goal is to move these departments in by the end of June, the first week of July, faculty will begin moving, and the planning committee is working with the Deans to discuss clustering of departments. The goal is to ensure student-facing departments remain on campus so that we continue to be accessible to students and provide a high level of service.
- On June 22nd, CBU will host its first ever fundraising event in Halifax.

4.2 Vice President Academic

R. MacKinnon reported on the following:

- MPHEC – Commission & QA meetings.
- CBU will participate in the MPHEC’s Quality Assurance Monitoring Process.
- He attended a brief training on the new electronic process for ICA/OL contracts.
- As President Dingwall noted, he attended the meeting with Senate Executive on CBU’s health care initiative.
- On June 16th, he welcomed the new Dean of Nursing, Dr. Kimberley Lamarche.
- He participated in the Kente Scarves Presentation.
- He represented President Dingwall at both convocations.
- He presented the Chancellor Awards to this year’s recipients.
- The Senate Executive had lunch with the Students Union members.
- He attended the Special Convocation, where Ambassador Bob Rae was presented with an honorary degree from CBU.

4.3 Unama’ki College

L. Sylvester reported on the following:

- In keeping with one of Unama’ki College’s strategic goals, Team Wellness, a staff retreat was held at Friends United.
- Ten individuals from the Qalipu First Nation, Newfoundland, visited Unama’ki College for a tour and a review of their programs and offerings. They were very impressed and this may lead to an opportunity for collaboration and possibly some in-community offerings.
- The Bachelor of Science in Nursing in Eskasoni is moving to their third course.
- The L’nu Chair, Julie Francis, has begun to make connections within the University.
- The College is still looking to hire a Director of Operations for Unama’ki College; MCR will be reposted, and the final revisions to the job description for the Communications Manager of Marketing are near completion.

4.4 Students’ Union

P. Oyedijo introduced himself as the new Students’ Union Executive Vice President. He then welcomed the new Student Senators: Mr. Damanpreet Singh (President) Mr. Peter Oyedijo (EVP), Ms. Himali Kadam (VPFO), Ms. Chloe Stewart (VPP), Nofisat Banjo-Saibu, Ms. Mandy Nguyen, Ms. Natalia Parsons, Samarjeet Singh, and Kyra Smith.

He then reported on the following:

- During their first month in office, the Team met with various University departments to consult on the shaping of their term in office and how to best create an excellent experience for the students at CBU.
- The Executive held a strategic planning retreat to develop their overarching goals for this year. The following is what was decided upon; enhancing student engagement, advocating for students' best interest with regards to OERs, MSI for international students, housing and transportation, raising awareness of on campus of resources available to students as well as promoting campus diversity.
- Food bank services continue to be in high demand, and this service will be extended to the Cineplex location.
- Several centre coordinator positions have been filled, and interviews for the remaining are being conducted.
- The Union has received some complaints from students studying at Cineplex with respect to its location in contrast to the CBU campus.
- A meeting with those from CBRM transit managers was held to advocate and raise concerns for students while also seeking opinions of collaboration.
- The Students Union has various conference trips planned, have begun work on the plans for September's Week of Welcome, and has begun the fundraising Capers Helping Capers golf tournament.

4.5 Executive Committee

J. Hoover reported that the Executive Committee met on May 20th to set the agenda for today's meeting. The Committee agreed that because of the many items left to cover this term, a second meeting in June would be scheduled to address the items that will not be covered today. The meeting schedule for next year was also finalized. The Committee also discussed preparing mandate letters for each committee and how to best manage Senate documentation and access. Agenda items for the Take Note debates and Question Period were also discussed. The Committee Membership, normally presented at this meeting, has been added to the agenda for the additional meeting.

4.6 Board of Governors – N/A

4.7 Changes to the Graduation List

B. Whiting referred to the list as circulated and noted that all conditional approvals, as presented during the May meeting, met the conditions and were fully approved.

4.8 2022-2023 Meeting Calendar

T. Urbaniak referred to the meeting calendar circulated with the meeting package. He noted that updates to some of the meeting dates are to align with new timelines for Senate.

5. Special Presentation – N/A

6. Question Period

6.1 Update on the Hiring Process

Mr. MacInnis referred to a presentation he gave to Senate in November, which outlined some of the plan that was laid out to address what was described as questions around hiring procedures. The presentation addressed three items; 1) a commitment to accelerating the timing of the University budget, this was achieved, and the 2022/23 was approved seven weeks earlier, 2) the Strategic Enrolment Plan (SEM) was the key planning guide for hirings for 2022 and beyond (the first phase of the SEM was introduced in December and subsequently announced the hiring of 58 positions and this directly informed the budget proposal), and 3) the increasing number of international students and the reliance of the VISA processing in order for these students to enter Canada would require a level of fluidity to the hiring plan (this remains a work in process and some ICA contracts have been processed that were not budgeted due to these circumstances). He noted that CBU is, of course, committed to continuous improvement of its practices in that regard, and he welcomed any additional comments.

J. Loxton provided several examples of individuals who have been continually signed for short-term contracts, 4-month, 8-month and 1-year, and that some individuals have left CBU due to a lack of consistency or assurance that they will have employment. He suggested that from an EDI perspective, some of these short-term contracts are being filled by individuals from these under-representative groups. He also noted that the recent increase to the wellness fund for CBU employees is not available to any individual working on a 12-month, or less contract.

M. Keating agreed that the short-term contacts are problematic and suggested that CBU might consider a past practice of advertising earlier, planning earlier and adding *pending budget approval* to the posting.

G. MacInnis responded that he believes his response to the hiring process is not in line with the concerns being presented. He noted that the situations offered align with written resource faculty levels, which is fundamentally from the hiring process. He referred to the SEM will be the guiding document.

7. Take Note Debate – N/A

8. Approval of Minutes – April 28, 2022

8.1 April 28, 2022

It was moved by M. Keating, seconded by P. Oyedijo, **approval of the minutes of April 28, 2022**. It was noted that PJ. Prospect should be Prosper and to clarify that the Indigenous Science program is a high school offerings. **Motion carried with the noted amendments.**
Abstention(s): 1

8.2 May 9, 2022

It was moved by L. Sylvester, seconded by B. Whiting, **approval of the minutes of May 9, 2022.** T. Urbaniak noted that the minutes would be adjusted to combine both into one document so as to not confuse that two meetings were held. **Motion carried.**

Abstentions: 5

9. Business Arising from the Minutes

G. MacInnis was invited to respond to a deferred item from the March 25, 2022 minutes. He referred to item 4.6, The Report of the Board of Governors and his representation of the budget presentation. He noted what seemed to be an inference by a member of Senate on the Board that he had been negligent in disclosing information on the operating budget to the Board of Governors. He detailed his very extensive reporting over his 30 years of financial and budgetary reporting, 20 of which have been to Cape Breton University. He noted that the budget presentation of March 4, 2022, included the written report of the Budget Advisory Committee which accompanies representation from the Senate. The topics in question were the location of the salary lines for the Associate Vice President and Research and Associate Vice President, Indigenous Affairs of Unama'ki College and the University's commitment to the Indigenization of the University, to which each was responded in detail. A further reference by the Senate member that the Board members require additional training, G. MacInnis noted merit to the improvement of the orientation sessions of new board members, but not that members are unaware of the importance of their understanding of their responsibilities to Cape Breton University. In closing, he thanked Senate for allowing him to address these concerns.

The Chair thanked G. MacInnis for his comments.

10. Reports of Other Committees of the Senate

i) Academic Committee

M. Keating to the report circulated with the meeting material. She noted that the copy of the Academic Standing Policy was inadvertently circulated with the track changed rather than the clean copy and that a clean copy has been added to the TEAMS chat. The policy is presented to Senate for comment, input and feedback in advance of the finalization during the June 20th meeting.

1. Approval of the Bachelor of Science in Nursing LPN-BScN Stream

It was moved by M. Keating, seconded by L. White, to approve the **Bachelor of Science in Nursing LPN-BScN Stream. Motion carried.**

2. Approval of the Minor Program in the Post-Baccalaureate Business Management Program

It was moved by M. Keating, seconded by L. Sylvester, to approve the proposal for the **Minor Program in the Post-Baccalaureate Business Management Program. Motion carried.**

3. Approval of the Minor Program Change in the Post-Baccalaureate Business Analytics Program

It was moved by M. Keating, seconded by G. Karaphillis, to approve the proposal for the **Minor Program Change in the Post-Baccalaureate Business Analytics Program.**
Motion carried.

ii) Planning & Review – No report.

iii) Bylaws

MB Doucette referred to the report circulated with the meeting material. She noted that the committee discussed matters of procedure when departments/schools submit bylaws for Senate approval without making revisions. The Committee determined that they would submit the by-laws as requested by the department/school, and note the Committee's recommendations were rejected.

It was moved by MJ Doucette, seconded by D. Mount, the **Chemistry Department Bylaws** be approval with no revisions. On the question of the bylaws being silent on the topic of online voting, T. Urbaniak responded that a department can agree, by mutual decision, to have an online meeting by simple resolution. **Motion carried. Abstention(s): 1**

iv) Research

On behalf of the Chair, J. Hoover referred to the Committee report. **It was moved by** J. Hoover, seconded by P. Oyedijo, **to approve the Regulation for Honours Theses at Cape Breton University policy as presented.** It was suggested that along with REB and ACC that MEW should also be listed. On the question of the cost of a hard copy being incurred, J. Hoover responded that there would be no cost. Comments and suggestions were offered with variations of standard formats and fonts. The Chair suggested that the recommended changes be sent back to the Committee for finalization during the June 20th meeting. **Motion deferred until the June 20, 2022 meeting.**

v) TLEC

J. Loxton reported that a sub-committee of the TLEC agreed that there is a need to explore an anti-plagiarism policy with regard to the right of students to be informed of the use of the policy, the right of the student to opt-out, and the use of the numerical similarity reports in terms of evaluating academic accusations. The Committee decided they would attempt to bring something to the June 20th meeting or the fall meeting. Any suggestions would be welcomed and appreciated.

vi) QA – No report.

vii) Appeals

R. Pierrynowski referred to the document circulated in advance of the meeting. He noted that while there have been several inquiries made for information on the appeal process by students over the past 12 months, only one concern was brought forward for such consideration. The assessment for this particular submission, which relates to a non-academic

integrity issue that arose in the Winter 2022 term, is in progress at this time. He also noted that during the period of 2019 to 2021, when a relatively high number of academic integrity-related appeals were experienced, they coincided with both increased enrollment and a shift to online curricula delivery to address the COVID-19 pandemic.

11. Adjournment

With no further business, **it was moved** by M. Mkandawire, seconded by L. Sylvester to adjourn the meeting was adjourned at 2:46 pm. **Motion carried.**

Jasmine Hoover
Secretary to Senate