

Senate Minutes

March 31, 2023
CE339 / MS Teams

The Chair, E. Robertson, called the meeting to order at 1:30 pm.

1. Roll Call and Declaration of Quorum and Land Acknowledgement

The Chair 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.

Present:

Sahand Ashtab, Carol Beaton, Danielle Boudreau, Geoff Carre, David Dingwall, Mary Beth Doucette, Ayse Ersoy, Michael Henick, Jasmine Hoover, Harkanwal Kaur, Mary Keating, Kimberley Lamarche, Doug Lionais, Jason Loxton, Richard MacKinnon, John Nadeau, Mandy Nguyen, Felix Odartey-Wellington, Peter Oyedijo, Andy Parnaby, Natalia Parsons, Rick Pierrynowski, Michelle Prendergast, Erin Robertson, Karen Rowe, Ann Sylliboy, Chloe Stewart, Éric Thériault, Jamie Tunnicliff, Tom Urbaniak, Bilynda Whiting, Terry MacDonald

Regrets:

Catherine Arseneau, Nofisat Banjo-Saibu, Tanya Brann-Barrett, Philip Eappen, David Gerbasi, Jan Hancock, Samantha Hodder, Patrick Howard, Himali Kadam, Karen Kennedy, Janet Kuhnke, Carolin Kreber, Hannah Lewis, Gordon MacInnis, John MacMillan, Marcia Ostashewski, Damanpreet Singh, Samarjeet Singh, Laurianne Sylvester, John Mayich

2. Consent Agenda – n/a

3. Reports and Items for Information

3.1 President

President Dingwall provided updates on the following:

- March 7, 2023, marked another monumental day for CBU, with Premier Houston returning to campus and announcing \$58.9 million dollars to fund that medical campus. This is the single largest investment in Cape Breton University's history by any government and will provide teaching and learning spaces that are modern and innovative and feature the latest in simulation technology. It will establish a collaborative clinic that is state-of-the-art,

accessible and has capacity for up to 10,000 patients. And it will expand our health and counselling centre to offer a healthy and healing space for anyone needing support.

- The Board of Governors endorsed the SEM implementation plan at the March 10, 2023, meeting.
- The NSSE survey will close this week and the response rate so far has been good. On average, universities our size typically see a response rate of about 25% on this survey, but we are in the 50% range.
- Course evaluations for the term opened on March 23 and will remain open until April 6. This is a great way for our students to share their experiences in the classroom.
- On March 3, we officially opened the Dr. Carl "Bucky" Buchanan CAPERS Hall of Fame. For CAPERS Athletics, we owe our past and where we are today, to Dr. Buchanan, an extraordinary leader, coach, mentor and visionary. The Hall of Fame is an exceptional new space on campus that will recognize and honour those athletes, coaches and builders who have suited up for CBU and all of its predecessor institutions over the last almost 50 years.
- From March 9-12, CBU hosted, for the first time, the USports Women's National Basketball Championship. We welcomed teams from across the country and provided them with a first-class experience. We have received countless accolades on the high calibre tournament our committee put in place.
- CBU also continues to work diligently to improve the local housing challenges. Work has begun on the renovation of existing residences to increase the number of beds available. This work will allow for an additional 220 beds in on-campus residences. As well, 40 beds on-campus have been purchased from our colleagues at the Cape Breton Language Centre in MacDonald Residence. There are currently 60 beds available on campus, and the existing meal plans are being reviewed to create an additional option that will allow more flexibility. Success in discussions continue with several private developers who are interested in creating new housing for CBU students. CBU's goal is to ensure these housing options fit within the price range students can afford. CBU will continue to advocate for the importance of affordable housing options in Cape Breton, not only for CBU students but all community members and to bring continued awareness to the Tartan Downs Housing Development.
- On March 16, CBU and the Canada Games Complex were included in a funding announcement from the Government of Nova Scotia that saw fourteen community rinks across the province receive investments. These investments will extend their lifespan and create more access to sport and recreation. The province's investment of \$18.3 million includes \$8.15 million to the Cape Breton University Canada Games Complex. This investment will help complete a full retrofit of the Canada Games Complex that consists of an NHL-sized ice surface, accessible ice access for sledge hockey, a new energy-efficient ice plant, and an electric Zamboni. As well the Canada Games Complex will become the home of women's hockey, a first of its kind in Canada.

3.2 Vice President Academic

R. MacKinnon provided updates on the following:

- As mentioned by the President, he attended the Capers Hall of Fame Opening & naming.
- Second interviews for the new Dean of Education are underway.
- He attended the 25 Most Powerful Women event in Halifax, where Unama'ki College's Dean, Laurianne Sylvester, was recognized.

- The Board of Governors met recently, and they endorsed the SEM Plan and the 2023/24 operating budget.
- After the Board meeting, an open house was held at the Capers Hall of Fame in advance of the U Sports Women's Basketball Nat'l Championship, which was held on campus that weekend.
- The Athletics Award Banquet was held at MTCC and was a very well-attended event.

Unama'ki College

On behalf of L. Sylvester, R. MacKinnon read the following report:

- **New Hires/Upcoming opportunities:**
 Communication/Branding Specialist- Linda Ritchy started in this role on March 27th
 Mi'kmaw Ethics Watch- Experienced a few challenges in this process but have a candidate. This will be announced at next month's meeting.
 Indigenous Events and Projects Coordinator- Bree Menge accepted a position with NSCC, so we will be posting this position in April.
 Community Liaison- Ann Denny will be retiring at the end of this year. She will advise the new hire until that time. This position will be posted in April.
- **Events/Upcoming Events:**
 De-stress events were scheduled for students at Unama'ki College during the week of March 20-24. Students also participated in a sharing circle in the new Mawio'mi Room.
 Unama'ki College Banquet- March 19th at the Membertou Trade and Convention Center. We have approximately 40 potential grads.
 Naming Ceremony for the Murdena Marshall room at Unama'ki College will take place on June 20th, as requested by the Marshall family.
- **Eskasoni Office Space:**
 Unama'ki College is discontinuing the Eskasoni Office lease and will utilize the Membertou Office space to connect with communities. We may explore Eskasoni in the future if required.
- **Bachelor of Science Cohort:**
 The program will be finishing in July, with two Biology courses left. There will be a celebration for students during this time to celebrate the hard work and dedication to the program.
- **Conference:**
 CBU sponsored a conference held in Regina, SK, on Indigenous Citizenship. Laurianne is a committee member (National Indigenous University Senior Leaders Association) that hosted the conference in collaboration with First Nation University. A CBU student also attended the conference with Laurianne.

3.3 Students' Union

P. Oyedijo provided updates on the following:

- All of the centers have been collaborating to provide several engaging and fun events during consent week. The Woman's Center, along with Scott Thomas, Human Rights Diversity Officer, collaborated on a full week of consent training and events.
- Since moving online, the food bank has been well received, although it is being noted that not all students are aware that this has occurred, so the SU is working to improve

communications on this new service.

- With the approach of exams, the SU held a de-stress week with several events and activities for students to relax and also some tips on how to prepare for exams.
- The SU held a very well-attended town hall on March 17th.
- During an upcoming roundtable, the SU will continue to advocate for CBU students, particularly regarding MSI coverage.
- P. Oyedijo will present to the board of Students Nova Scotia as Chair of the Governance Committee.
- Several events are being planned for over the next month, including the Last Class Bash and CBU's Got Talent.
- The onboarding and transitions of the incoming executive continue with the term fast approaching an end.
- CBU and the Canadian Federation of Students will be hosting the first forum on the CBU campus.

3.4 Executive Committee

J. Hoover reported that the Executive Committee met on March 10th to set the agenda for this meeting. The Committee also discussed initiatives from TLEC, including the possibility of anonymous student evaluations and a survey regarding potential abuse and harassment in the evaluations. The Committee also discussed the Jennifer Keeping Center's presentation for today, and Jacqueline Côte was invited to give the presentation. A Take Note Debate is planned where the Bylaws Committee will present potential changes for Senate's structure. The Committee also discussed having a follow-up Take Note Debate on the November 2022 EDID presentation. Mark Tambal continues to work on the organization of Senate's records, and a link to the current policy repository has been added to the Quick Links on the refreshed [Senate page on the CBU website](#).

3.5 Board of Governors

On behalf of J. Khunke, E. Robertson reported that the Board of Governors met on March 6th, where regular reports were heard from the President, Senate, and the CBU Student Union. Vice President Gordon McInnis detailed the Treasurer's Report, and the Audit Committee reported they had met to receive the audit plan for the auditors. A presentation was heard regarding the Strategic Enrollment Management (SEM) Plan, and the board supported the plan. There was also a detailed presentation on the capital plan, and the 2023-24 operating budget were explained and approved.

3.6 Senate SEM Advisory Working Group

B. Whiting reported that the working group met on Friday, March 24th, focusing on their objectives. They drew particular attention to objective seven which is related to advising, and to review design practices to help make faculty advising of students more efficient, effective and user-friendly. A sub-committee is now working on this item and gathering feedback from the Schools and will present their findings at the April 21st meeting.

4. Special Presentation – Accessibility Services for International Students

E. Robertson welcomed Ms. Jacqueline Côte, Manager Accessible Learning at the Jennifer Keeping Centre (JKC), who joined Senators to provide an update on accessibility services for international students.

It was moved by É. Thériault, seconded by M. Keating, to give speaking privileges for the purpose of this a special presentation on Accessibility Services for International Students.

Motion carried.

In a PowerPoint presentation, Ms. Côte described who the JKC serves and listed many, but not all, of documented disabilities the Centre assist with. She also detailed the many available accommodations through the JKC for domestic students and the comparative list for international students. This list was limited for international students and she described how the JKC attempts to assist with some of the services but noted that for many there is no readily available funding.

J. Loxton thank Ms. Côte for her presentation. He referred to two statements on the CBU website on how CBU deals with accessibility and never wanting a disability to stand in the way of learning. He referred to the list of available services detailed in the presentation and comparable lack of services for international students and questioned if every student is receiving the same high quality education and if and their disabilities, due to the lack of services available to some, is in fact standing in the way of our international students learning. Ms. Côte agreed that all students are not received the same access to services and indicated the two she sees as most crucial is access to a one-on-one tutor and access to notetaking.

On M. Keating's question on testing differences Ms. Côte noted this has not been an issue that has come before the JKC but did note that often times student with English as a second language may have difficulty and require more time to write a test but added this is outside the scope of the JKC because that is not a disability.

É. Thériault questioned if students are facing any obstacles when it comes to receiving a proper diagnoses, to which Ms. Côte responded that there is a substantial stigma with regard to disabilities for students coming from some countries and that when they arrive, in some cases, certain undiagnosed disabilities are evident. She also note that a psych ed assessment in Nova Scotia will cost approximate \$1,500 and it may not be covered in the student's plan. As a point of information, B. Whiting added that for an international student to obtain a study permit or Visa to study outside of their home country, students are required to have all of their health records vetted and that they will not be approved for the permit or visa if they have any medical conditions.

5. Take-Note Debate – Senate Structure Changes (Bylaws & Procedures Committee)

In a follow-up to the presentation on Senate's structure during the November 2022 meeting of Senate, A. Ersoy, in a PowerPoint presentation, provided recommendations on behalf of the Bylaws Committee. She provided a detailed overview of the current membership and the proposed changes resulting from the previous suggestions. The major changes were to ensure

the faculty membership of 50% plus one is maintained and that the vice president roles on Senate are those that are academically related, with the exception of the Vice President of Finance and Operations.

It was moved by A. Ersoy, seconded by F. Odarety-Wellington, that the CBU Senate request that the CBU Board of Governors revise the definition of Senate membership of 11.3 of the CBU Board of Governors bylaws to limit voting members to academic Vice Presidents and Associate Vice Presidents, specifically the Vice President Academic, Associate Vice President Academic & Research, the Vice President Finance and Operations, the Dean of the Library and the Dean of Unama'ki College and if Unama'ki College were to adopt an Associate Vice President in the future, this would also be included in the voting membership of Senate.

M. Keating added that having the Vice President Finance and Operations is not a normal practice on most Senates, but having this resource is beneficial for the purposes of information sharing with regard to the financial operations of the University. She also added that a past change in the Board bylaws to include all vice presidents at CBU was, at a time when these positions were limited, and the creation of new, non-academic vice presidents requires a change in the bylaws to preclude non-academic VP from the workings of Senate, and the introduction of the new School of Nursing needs to be considered. She also clarified that there is no change to the voting rights of the Deans and that with the addition of the new school, these suggested changes are necessary, and that if CBU continues to grow, further changes to all constituents may be necessary.

A. Ersoy also clarified that there is no change to the representation, of nine, to the student compliment on Senate. A. Paranaby's suggestion that with the growth in student enrolment, this number should increase, was accepted and agreed, that when Senate is able to request an increase to the overall membership, this would be addressed at that time.

M. Keating clarified that there is no reduction or change to the current voting membership of the ex-officio members, the intent is to clarify that the VPs and AVPs of non-academic units are not included in the Senate membership. She also added that a growth in the overall number of Senate may be required in the future as CBU continues to grow.

MB. Doucette added that the intent of the motion is to signal to the Board of Governors the need to clarify 11.3 of their bylaws. She also suggested that with respect to EDID, consideration should be given on how members become Senators (election rather than a School nomination).

T. Urbaniak suggested that to ensure the Board of Governors is clear on the suggestions, that the motion be revised with precise wording and bring it to the next meeting as part of their Committee report.

After a fulsome discussion and agreement that clarity on the wording of the motion is needed before presentation to the Board of Governors, **it was moved** by A. Ersoy, seconded by F. Odarety-Wellington to table this item for next meeting of Senate. **Motion carried.**

6. Approval of the Minutes from March 3, 2023

It was moved by P. Oyedijo, seconded by M. Keating, the **approval of the minutes of March 3, 2023. Motion carried. Abstentions: 2**

7. Business Arising from the Minutes – N/A

8. Report of Other Committees of Senate:

i) Academic

M. Keating referred to the report circulated with the meeting material and detailed the workings of the Committee since the last meeting of Senate.

Item for Approval:

1. Adjustment of the Decision Matrix

It was moved by M. Keating, seconded by J. Nadeau, that Senate adjust the Decision Matrix so that changes to course prerequisites come to Senate for information. It was noted that as it now stands, these changes need only come to Academic Committee for information. To ensure that a record of any calendar change related to courses is a matter of public record, we need to ensure that this information is part of Senate documentation. This also ensures that there is an opportunity for Senators to ask questions or express concerns. It has been standard practice in the last few years for AC to bring such items forward for information, but the matrix does not reflect the practice. **Motion carried.**

B. Whiting then asked for Senate's input on a request of the Registrar's Office with regard to changing the Monday makeup day, which is being held on the Wednesday, to a Friday. The reasoning for the request is that earlier in the term, this decision was based on the most heavily missed day, and since then, there have been several snow storms on Fridays.

J. Loxton, before the meeting, spoke with faculty members from Nursing, Biology, Chemistry, Physics, Public Health and others and noted that 15 lab exams were lost just today. Although no one is pleased with the change back, most supported the suggestion in terms of benefit for the students. R. Pierrynowski echoed the support of the suggestion.

On the suggestion of having both days on the makeup day, it was noted this would cause much more confusion and could also cause conflicts for students and the coming Friday is Good Friday.

ii) Bylaws & Procedures

A. Ersoy referred to the report circulated with the meeting material and detailed the committee's work over the past few months. She then referred to the revised bylaws circulated with the meeting material.

It was moved by A. Ersoy, seconded by F. Odarety-Wellington, to approve the revised Department of Financial and Information Management, ~~the revised School of Education and Health,~~ and **the revised School of Science and Technology bylaws** as presented.

M. Keating suggested that the language be softened in the FIM bylaws with respect to the Chair, including those on tenure track be only when necessary. The reasoning for this is that these individuals are new to the University and could find it very difficult to manage this role.

She also noted that in the SEH bylaws, a Librarian is not listed in their membership.

A. Parnaby noted that 3.2 in the FIM bylaws states that faculty accepting an administrative position cease to be members of the department while holding the position. He suggested clarifying the type of administrative position as some administrative positions would not preclude them from the Department.

With regard to 3.4 of the FIM bylaws regarding membership, he questioned if this is new to the bylaws and, if so, that it is different from those in SASS and that it might be a good idea to have all bylaws reading the same where possible.

G. Carre expressed strong concerns with the suggestion of removing item 2.2.7 from the FIM bylaws. S. Ashtab noted that as a sub-committee member who revised these bylaws some time ago, that he did not recall the suggestion to remove this item. It was then pointed out that the item had not been removed; it had been moved to item 2.3.3. He also suggested that the FIM bylaws be returned to the Department for further review due to the extensive delay since the initial review.

The motion was amended to remove the bylaws for FIM and SEH. These items will be returned for review with the suggestions and comments noted.

Motion carried.

iii) Planning & Review

On behalf of the Chair, K. Rowe reported that the Committee met on March 7 and 21, and the Chair has had additional meetings regarding the SEM Plan and the pre-budget submission. The Committee has been tasked with some policy reviews. The process and policy for the external academic agreement process is being examined. Several meetings have occurred, and more are expected, and the hope is to have a draft of the policy to Senate during the May meeting. A request has been submitted to the VP Finance for responses to the pre-budget submission, and a post-budget report will likely be submitted to Senate for the June meeting.

iv) Quality Assurance

S. Ashtab reported that the Committee has several reviews in progress at varying stages: the Diploma in Educational Technology, Cultural Resources, Bachelor of Engineering Technology, Office of the Registrar and Admissions, and Student Affairs, Bachelor of Business Administration, Bachelor of Science, PB Business Management, and PB Supply Chain

Management. The QA process will participate in the external review for the MPHEC Quality Assurance Process on April 25 and 26.

v) Research

É. Thériault reported that the Committee reviewed the Strategic Research Plan and hopes to bring a progress report forward soon. Work continues on the Intellectual Property policy, and the hope is to have something to Senate before the end of the term. The work on the policy on Research Centers and Institutes will not be completed before the end of the term because extensive consultations will take place during the end of the academic year and the summer. He also noted, with regret, that the research awards celebration has now been moved to May 1st.

vi) Teaching, Learning & Evaluation

J. Loxton reported that the committee met and one of the items they have been discussing is related to the earlier presentation on access to learning resources for international students. The committee will likely present a motion to have the resource gaps identified in that presentation addressed. The Committee also continues to look in to student affordability as it relates to classroom resources, in particular auxiliary fees in classrooms.

11. Adjournment

With no further business, **it was moved by** G. Carre, seconded by T. Urbaniak, to adjourn the meeting at 3:05 pm. **Motion carried.**

**Jasmine Hoover
Secretary to Senate**