

# Senate Minutes

**June 6, 2025  
CC339**

The Chair, F. Odartey-Wellington, 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:**

Harsimran Kaur Antaal, Catherine Arseneau, Tammy Bernasky, Matthias Bierenstiel, Tanya Brann-Barrett, Geoff Carre, Martin Chandler, Paula Condon, Kylie Ewing, Melissa Franco, Ava Graham, Michael Henick, Angelica Herrera, Carrie Karsgaard, Doug Lionais, Ellyn Lyle, Terry MacDonald, Gordon MacInnis, John Mayich, Bishakha Mazumdar, John Nadeau, Kathleen Nash, Nolan Neville, Rod Nicholls, Felix Odartey-Wellington, Joe Parish, Andy Parnaby, Karen Rowe, Nancy Samson, Rebecca Seymore, Simran Sharma, Nancy Spina, Éric Thériault, Jamie Tunnidcliff, Destiny Tobin, Bilynda Whiting

### **Regrets:**

Sahand Ashtab, Melissa Bishop, Karen Butterworth, Sean Campbell, Linda Cavanaugh, David Dingwall, Sophia Butler-Doucette, Ayse Ersoy, Virginia Gunn, Ali Heydari, Chad Hillier, Harkanwal Kaur, Janet Kuhnke, Kimberley Lamarche, Tracy Lillington, Jaxson MacDonald, Emily MacLeod, Stephanie MacQuarrie, Marcia Ostashewski, Michelle Prendergast, Ann Sylliboy, Laurianne Sylvester

The Chair acknowledged and expressed sincere gratitude to the retiring Senate members for their valuable contributions. He recognized the following individuals during their final Senate meeting:

- Chad Hillier
- Kylie Ewing
- Geoff Carre
- Éric Thériault
- Paula Condon
- Janet Kuhnke
- Ali Heydari
- Ayse Ersoy
- Bishakha Mazumdar
- Michelle Prendergast
- Carrie Karsgaard

## **2. Question Period:**

### **2.1 What are the ramifications of Bill 12 and the new Bilateral Agreement regime on the functioning of Senate and the university as a whole?**

F. Odartey-Wellington explained the process for the question period and welcomed, Stephanie Myles, CBU Counsel, to Senate.

#### **Motion:**

Moved by R. Nicholls, seconded by J. Mayich, that Senate approve speaking privileges to Stephanie Myles.

#### **Motion Carried.**

R. Nicholls indicated that Stephanie would discuss Bill 12, while he handled the bilateral file. He also noted that there is potential consideration for a special, stand-alone Senate meeting in the fall to facilitate further high-level discussion.

S. Myles advised that Bill No. 12. received Royal Assent on March 26<sup>th</sup> with various provisions coming into effect on different dates. She discussed the following Key Features:

- **Research Nova Scotia (RNS) Act Amendments:**
  - Effective May 1, all RNS Board appointments revoked.
  - Government to define RNS's research priorities.
  - RNS is now required to develop a new strategic plan and funding criteria, reflecting increased government oversight.
- **Private Career Colleges Act Amendments:**
  - Introduced language to exclude institutions owned and operated by the province or federal government from the Act.
  - No immediate operational impact.
- **Community Colleges Act Amendments:**
  - Allows NSCC to grant approved undergraduate degrees (subject to Governor in Council and Ministerial recommendation).
  - Programs must undergo QA review by MPHEC or an approved body.
  - Minister may issue binding directions on tuition, fees, operations, and governance—greater governmental influence over NSCC.
- **Universities Accountability and Sustainability Act Amendments:**
  - Minister may now require universities to undergo revitalization planning for financial viability.
  - Process directly affects eligibility for operating grants—enhanced enforcement and oversight powers introduced.

- **New: University Board Governance Act:**

- Regulations to be developed per university; CBU's expected in Fall 2026.
- Will override Cape Breton University Act where conflicts exist.
- Empowers government to set board structure, appointment process, roles, and term limits (max 2 terms of 5 years).
- Boards required to adopt policies on risk management, conflict of interest, DEI, and report annually.
- CBU largely already compliant; will align bylaws and policies within one year of regulation coming into force.
- Board reconstitution required within six months of effective date.

Discussion included the following:

- Board composition in regards to faculty and students
- Revitalization plan process in regards to financial stability governance and accountability
- NSCC degree governance

## **The Bilateral Regime**

R. Nicholls advised that Cape Breton University has a signed bilateral agreement with the Government of Nova Scotia and that all universities in the province operate within this bilateral framework. Schedule H, which forms part of the agreement signed by all institutions has direct relevance to Senate and the academic community. The primary purpose of the bilateral agreement is accountability as emphasized by the provincial government. The Minister responsible for Advanced Education holds responsibility for the allocation of public funds to universities and is tasked with ensuring that institutional priorities align with broader government objectives. Schedule H supports this mandate by emphasizing modernization, revitalization, and rationalization across the post-secondary sector.

R. Nicholls underscored that all aspects of Schedule H fall within the purview of Senate and carry significant academic implications. He also noted that the government has delegated the Maritime Provinces Higher Education Commission (MPHEC) to assist universities in the academic program review process. As this initiative moves forward, access to reliable data will be critical. Although MPHEC possesses substantial existing data, it will collaborate with universities to identify and address any gaps—an effort deemed essential to fulfilling the agreement's objectives.

R. Nicholls discussed the need to map National Occupation Classification codes (NOC) and also developing a standardized approach to program costing.

He Discussed the timelines which included Human resources, faculty and admission and application data reporting by February 15, 2026. A written report detailing results of the required program review is due by October 15, 2026.

He explained that the Council of Nova Scotia University Presidents (CONSUP) sent a letter which outlined concerns such as lack of consultation.

He reviewed the consequences for CBU in regards to the following:

- QA work
- Academic Plan
- CBU's SEM Plan
- Cultural change

After the report, discussion included the following:

- Lack of oversight on the university sector
- Accountability within the sector
- Aligning programs with NOC codes and research programs
- Programs and courses must be market driven
- Costing is crucial

The Chair thanked Stephanie Myles for her presentation and noted the Importance for Senate to be sensitive to this issue.

### **3. Consent Agenda:**

#### **3.1 Approval of Minutes from:**

- In-Camera Senate Minutes - May 16, 2025

**3.2** New Course proposal – ENGL 3XXX: Rise of the Novel

**3.3** New Course proposal – ENGL 3XXX: Intro to Theory

**3.4** New Course proposal – SOCO/POLS 3XXX: Migration and Citizenship Policy

**3.5** Changes to embedded Certificate in Social Research

**3.6** Minor programme change – (BBA Concentration) Tourism & Hospitality Management

#### **Motion:**

**Moved by** T. Thériault, seconded by A. Parnaby, to approve the Consent Agenda for June 6, 2025.

**Motion Carried.**

### **Reports and Items for Information**

#### **4.1 President**

No Report.

## **4.2 Vice President Academic and Provost**

Rod Nicholls reported on the following:

He referenced the Academic Integrity Committee's annual report which was included with the Senate meeting material. He advised that the Report offered valuable insights into current practices around data collection and data integrity. He encouraged Senators to review the six recommendations included at the end of the report. He emphasized the recommendations for stronger collaboration between Senate and the Academic Integrity Committee. To support this, the Committee proposed restructuring Academic Integrity as a subcommittee under the Academic Committee. While the change is not immediate, He will add it to the Senate Executive meeting agenda in the fall for consideration.

A Parnaby provided the history and intent of the annual report, highlighting the key elements. He encouraged Senators to review the report in full to better understand its context and recommendations.

B. Whiting advised that the Registrar's office collects the data on all students and updates the records which they share that with the committee. She discussed the process and advised that they also brought recommendations for the Academic Integrity Policy related to expulsion.

R. Nicholls reminded Senators of the CTL May teaching showcase leading to the 3-day university teaching program happening in the middle of August which will include a session by CTL on Microsoft Co-pilot.

R. Nicholls provided an update on Strategic Enrolment Management (SEM) targets noting that spring enrolment targets for domestic students were met, with the Bachelor of Education and Bachelor of Nursing programs playing a central role in that success. However, international enrolment fell short. And continues to lag. Currently, there are 3,000 students enrolled for the fall/winter term, while the SEM target is 5,400. Although there are still a few months to close the gap, there is considerable uncertainty surrounding the arrival of international students to Canada. Several challenges contribute to this uncertainty, including recent policy changes by Immigration, Refugees and Citizenship Canada (IRCC). Since January, Nova Scotia has only been able to issue 16 percent of its available Provincial Attestation Letters (PALs). Additionally, there has been a noticeable decline in interest in Post-Baccalaureate programs, which will require ongoing attention. The federal government's increase in study permit rejections and long delays in processing times are also impacting students, including those already in Canada. These delays are affecting institutions such as the Cape Breton Language School.

In terms of academic development, he reported that two new master's programs have undergone external review over the past two weeks. The plan is for these programs to be presented to Senate in early fall, followed by submission to the Maritime Provinces Higher Education Commission (MPHEC), with the goal of welcoming students in 2026.

Regarding, three-year current projections he advised that reorganization within academic and academic support units will occur over the coming months as part of the three-year financial plan. Non-renewal of term positions, voluntary retirement packages, and transfers to the Med campus were acknowledged, with further adjustments anticipated. These changes will likely result in fewer staff carrying broader responsibilities in academic administrative support. When asked, it was clarified that minimal reorganization is expected at the school and departmental levels

#### **4.3 Unama'ki College**

No Report

#### **4.4 Students' Union**

R. Seymore provided an update on behalf of the Students' Union as outlined in the report included in the Senate meeting package. She highlighted the following:

- On May 1<sup>st</sup> the new term of the CBU Students' Union begins, she introduced the new executive team as well as the other students joining who they have appointed to represent students this year: Harsimran Kaur Antaal, Rebecca Seymour, Simran Sharma, Angelica Bermudez Herrera, Destiny Tobin, Melissa Franco Baena, Nolan Neville, Jaxon MacDonald, Alex Paul.
- They attended their strategic planning retreat in Baddeck May 5th-7<sup>th</sup> where they identified their key priorities and common goals for the year. They will bring specifics once their plan is approved by their Student Representative Council.
- On May 8th they held a new student social where they welcomed 25 new students to campus.
- Their food bank will continue to be open this summer on decreased hours with students having the opportunity to apply and receive their package.
- They hired two students in partnership with the Jennifer Keeping Centre to lead some summer projects. Alyssa Rose, who will be working as our Summer Activities Coordinator and keeping our Multicultural Hub open throughout the summer and leading activities out of the Multicultural Hub, and Laura Dwyer who will be working on digitizing old print copies of Caper Times.
- On May 1<sup>st</sup>, the new Student Representative Council term begins, they elected the new SRC executive - Jaxon MacDonald, Chair; Quinn Rowe, Deputy-Chair; Kinnon Pitcher, Secretary.
- Planning for the 2025 Week of Welcome is officially underway.
- They have hired their summer Capers Helping Capers Coordinator. They selected four charities - Cape Breton Transition House, Jane Paul Indigenous Women's Resource Centre, Epic Youth Peer Program, Family Place Resource Centre. Their goal is to raise \$25000. The Capers Helping Capers Golf Tournament will be on August 15th, anyone interested in putting a team in the tournament can reach out to get registered.

- On May 9th, Harsimran and Jessica attended the first Students Nova Scotia board meeting of the year. Jessica was elected to be the Chairperson of Students Nova Scotia and is now the first CBU student to serve as Chair of Students Nova Scotia! Students' Union Vice President Student Services, Destiny Tobin, will be joining Jessica and Harsimran on the board this year as their secondary delegate due to Jessica's new position as Chairperson.
- The executive team visited local high schools to promote Students' Union services and the freshman seat on the Student Representative Council, while also recognizing the need to better include in-community program students; to address this, they've launched a mobile outreach initiative; beginning with Millbrook First Nation that delivers resources from the Pride & Ally Centre, Women's Centre, Food Bank, Ekkian Indigenous Centre, and information on Indigenous student scholarships, with plans to continue these visits throughout the year to build long-term engagement.
- Over the last few weeks, they have done quite a bit of hiring for their summer and fall employment opportunities. So far, we have hired the following positions:
  - Pride & Ally Centre Coordinator
  - Ekkian Indigenous Centre Coordinator
  - Women's Centre Administrative Coordinator
  - Society Coordinator
  - Summer Food Bank Coordinator
  - Summer Capers Helping Capers Coordinator

In the coming weeks, they will do more hiring for their ancillary services and their fall coordinator positions and will also attend various conferences.

The Chair thanked R. Seymore for the report and the Students' Union for all they do.

#### **4.5 Board of Governors**

No Report.

#### **4.6 Executive Committee**

Éric Thériault reported on the following:

The Senate Executive Committee held its final meeting of this session on May 23<sup>rd</sup> to establish both the regular and consent agendas for today's Senate meeting. The Executive Committee placed a question on the Senate agenda concerning Bill 12 and the new Provincial Bilateral Agreement, and assigned respondents to address this matter.

Each committee representative presented their reports and outlined their planned initiatives. The Committee had some extensive discussions about the most effective ways to present certain reports, recommendations, and motions. They also addressed some housekeeping matters for the year-end and summer period.

On behalf of the Committee, Eric encouraged all committees to meet over the summer to either elect or re-elect a committee Chair to facilitate the formation of the Senate Executive Committee. Committees whose chairs are returning to the Senate call a meeting, or that Pro-tempore chairs do so for their respective committees. He also encouraged Senators to urge their schools to proceed with these elections for Senate members as soon as possible.

E. Theriault, on behalf of the Senate Executive, thanked and congratulated the university Registrar and staff for their great job in convocation, with 8 ceremonies and 4200 students it was a job well done.

Following the report, Senators agreed that schools appointing their Senators prior to the final Senate meeting in June should be included in the upcoming discussion.

## **5. Approval of the Minutes**

- Senate – April 25, 2025

### **Motion:**

**Moved** by C. Arseneau, seconded by K. Rowe, that Senate approve the minutes from the April 25<sup>th</sup> Senate meeting.

**Motion Carried. (5 abstentions)**

- Senate – May 16, 2025

### **Motion:**

**Moved** by B. Whiting, seconded by C. Arseneau, that Senate approve the minutes from the May 16<sup>th</sup> Senate meeting.

**Motion Carried. (4 abstentions)**

## **6. Business Arising from the Minutes**

B. Whiting advised that the most up to date Graduand list was circulated to Senate.

**For information only.**



## **7. Report from Senate Committees:**

### **7.1 Academic**

J. Parish reported on the following:

The committee met twice since Senate last met and concluded work on the consultation process on the Academic Integrity Policy. They have incorporated most of the recommendations from University Counsel, Stephanie Myles, into the final text and will pass the document onto the Provost's Committee on Academic Integrity for guidance on the finer structuring of the breach levels. They have also been working through proposed changes to the Decision Matrix. He noted that this document has taken longer than anticipated and will not be presented until the September meeting of Senate.

J. Parish introduced the following articulation agreements, which are included in the Senate Meeting Package, **for information only**:

Articulation agreements for block admission to CBU BACS programme:

- Humber College and CBU BHTM Articulation Agreement
- Hebei University and CBU BBA General and BBA Supply Chain Management Articulation Agreement

J. Parish advised that the committee reviewed the proposed **Certificate in Public and Digital History** and found the research into the feasibility, environment, and resource availability to be exemplary. He explained that the proposed certificate is timely and forward-looking, offering students skills aligned with today's technological demands.

#### **Motion:**

Moved by J. Parish that Senate approve the Certificate in Public and Digital History.

**Motion Carried.**

J. Parish noted that the Committee reviewed the proposed new **calendar language for Minors** in the School of Arts and Social Sciences. He explained that the new language reflects the variety of minor programmes available to students through the school as well as gathering all the previously scattered information regarding such minors into one centralised statement. This will prevent confusion and serve as an example that other schools may wish to pursue for their own calendar entries.

#### **Motion:**

Moved by J. Parish that Senate approve the proposed calendar language for SASS minors.

**Motion Carried.**

J. Parish advised that the committee reviewed the proposed publication of the **Important Dates for 2026-27**. The dates have always generated discussion centred around two key issues. The first is whether the Easter Monday holiday should continue to be scheduled off or not. The second is the fall break, and there are two sub-issues in this. The first is the timing of the break very late in the semester (centres around Remembrance Day, November 11th). The second is a larger question of what purpose the break is serving. The committee is generally split on the first sub-issue. The second may require Senate to designate a committee to study the sub-issue in more detail.

**Motion:**

Moved by J. Parish that Senate approve the Important Dates 2026-27.

The following items were discussed:

- Easter Monday and its impact on daycare availability.
- The timing of the fall break was with emphasis on its original purpose to support student mental health. Suggestions included consulting the Nancy Dingwall Health Centre and conducting a student survey to assess whether the break is scheduled too late. It was also recommended that faculty be consulted on the break's impact.
- The later occurrence of Labour Day in 2026–27 may create scheduling challenges. Ensuring sufficient class time, especially in light of potential disruptions such as weather or power outages. It was advised that research is being conducted on how other universities handle fall breaks, with some shifting the break to align with Remembrance Day or extending long weekends. Findings from the research will be brought to the Academic Committee and then returned to Senate for further review.

**Motion Carried.**

J. Parish advised that a proposal was submitted by the Community Development and Tourism, Indigenous Development Department in February regarding the removal of the English course requirement in the Bachelor of Hospitality and Tourism Management (BHTM) program. However, the impact of the proposed changes prevented the committee from making a motion. He summarised the following concerns of the committee below:

1. The substitution of a MGMT2601 (Business Communication) course for the existing three-credit English requirement raised substantive questions of equivalency. Concern was that the students that make up most of the BHTM program are international students and their success after graduation in this area is of particular concern. The Post-Graduate Work Permit requires a Canadian Language Benchmark proficiency.
2. The level of consultation was insufficient with the English department to discuss other possibilities.

3. The rationale offered in the proposal did not align clearly with the findings of the program's Quality Assurance (QA) review. While the proposal cited demand for improved communication skills, survey data from students did not indicate strong support for eliminating the English requirement specifically.

J. Parish advised that to determine a way forward, the committee, joined with the chair of the department and the Dean of the Shannon School of Business (SSOB), met where the committee was provided a rationale focused on employer feedback and internal alignment across programmes, however the committee found that key concerns remain unresolved and once again did not make a motion to accept the proposal.

### Discussion

D. Lionais disagreed with the Academic Committee's position, noting surprise that the matter was not put to a vote. He emphasized that the BHTM program is designed to align with industry needs and prepare students for management-level hospitality and tourism roles. The proposed program change responds to faculty and industry input, aligns BHTM with the BBA program, and emerged from the QA self-study.

In addressing concerns, he noted the following:

1. **Course equivalency:** MGMT2601 is a 3-credit equivalent English course of good quality and meets program needs.
2. **Consultation:** Department objections were considered, but the proposal passed unanimously at the school, school academic committee, and departmental levels. He also noted that parts of the form included in the package are incomplete.
3. **QA process:** The change was identified through the QA self-study, not external examiners or the Provost's report on QA. He stressed that QA reports (4–5 years old) should not limit program renewal and continuous improvement.

D. Lionais also noted that Senate has the responsibility to look at the broader academic admission of the university. The departments and schools are responsible for their students and for the relationship it has with industry to ensure that the graduate attributes and outcomes are aligned with the needs of industry. He indicated that he would like it to go to a vote today before Senate.

J. Nadeau expressed his shared surprise that no motion was put forward at the committee. From the school's perspective, there's a clear desire for consistency across programs, especially favoring communication-based courses over general English electives. Management 2601 is a Senate-approved, high-quality course with qualified instructors. It received unanimous support at both the department and school levels. If Senate doesn't support it, it could feel like a veto against the school's direction, despite strong internal backing.

B. Mazumdar advised that conversations with post-baccalaureate and undergrads found that many choose courses based on convenience or perceived ease, not academic value. This can lead to poor preparation for future programs. Some specialized programs should stay within departments to meet specific student, faculty, or industry needs.

A. Parnaby advised that his preference would be to table the matter and have a discussion led by the provost including the relevant parties and then the matter to be brought back in the fall. He also highlighted federal policy changes requiring higher English language proficiency for postgraduate work permits and noted the gap between current admission and exit standards. He emphasized institutional and provincial concerns about student preparedness, citing evidence that some international students' language skills decline during their studies due to reliance on cultural groups and AI tools. He raised particular concern for the long-term reputation of programs such as BHTM if graduates cannot meet new requirements. To address this, he recommended strengthening English language integration within core programs and collaborating with the English Department to develop sustainable, institution-wide solutions.

R. Nicholls noted no concern with the absence of a motion from Academic Committee, emphasizing that Senate remains the venue for broad academic debate and decision-making. He supported the view that postgraduate work permit language requirements are crucial to the university's future and highlighted the need for strong supports, including collaboration with the Writing Centre and Cape Breton Language School to provide targeted assistance and possible on-campus testing.

J. Nadeau disagreed with the Provost and Vice-Provost regarding the exit test, noting that while important, it is an institution-wide issue rather than a program-specific solution. The key concern is the gap between lower entrance standards and higher exit requirements, and the need for a comprehensive curricular strategy to support students in reaching the required level.

Following discussion on how to move forward, the following was motion was put forward:

**Motion:**

Moved J. Nadeau, seconded by D. Lionais that Senate approve the minor program change to the BHTM.

**Amendment to the Motion.**

Moved by G. MacInnis, seconded by A. Parnaby, to table the motion to the fall meeting of Senate.

**Motion Carried as Amended** with (5 Senators Opposed).

J. Parish advised that the committee does **not** recommend the approval of the proposed Minor programme change – BHTM core – replacing ENGL 3-credit requirement with MGMT2601: Business Communication.

## **7.2    Research**

M. Bierenstiel provided the following updates:

He referenced the report which was included in the Senate Meeting package and highlighted the following:

- He thanked Michelle Jetha, the RAC Committee, and the Research Office for the administration of the Rise Grants.
- Dr. Sheryl Bourgaize was confirmed by RC as new member replacing Dr. Barb Glassey on the Animal Care Committee. M. Bierenstiel expressed gratitude on behalf of the committee and thanked Barb Glassey for her work on ACC especially her lead as chair of ACC.
- Drs. Maya Giorbelidze and Wafa BenYedder are new members of SSOB on the Research Ethics Board (REB), replacing Drs. Bishakha Mazumdar and Jamileh Yousef. He thanked Bishakha Mazumdar and Jamileh Yousef for their work on the REB.
- The mandate letter and the Research Institutes and Centre Policy are almost complete but due to time constraints, will be brought forward in the fall to Senate.

Following the update, the percentage of applicants who received Rise Grant funding and the total amount awarded was discussed. It was noted that, due to overall budget limitations, a smaller number of applicants were funded; however, the value of each individual award was increased.

## **7.3    Planning and Review:**

G. Carre referenced the report included in the Senate meeting package. He highlighted item B12 (Appendix H), noting the government's direction toward standardized reporting and labour market analysis, which may influence program funding priorities. He emphasized the need for Senate involvement in this process and advised Senators to review the CBU budget and the administrative response to Senate's pre-budget recommendations.

With respect to the Emeritus Policy, he explained that an earlier version had been tabled due to concerns regarding liability, required length of service, responsibilities, and clarification of lab instructor status. These concerns have since been addressed, with changes highlighted in yellow. Consultation took place with CBU Counsel, the Chief Information Officer, the Research Office, and the Dean of Library and Cultural Resources. CBU Counsel confirmed that volunteers, including professors emerita/emeritus acting in a university-sanctioned capacity, are covered under university insurance.

### **Motion:**

Moved by G. Carre, seconded by K. Rowe, that Senate approve the revisions to the Emerita/Emeritus Policy and formally repeal the existing Senior Scholar Policy.

**Motion Carried. (1 abstention)**

#### **7.4 Teaching, Learning and Evaluation**

T. MacDonald presented the Revised Syllabus Policy which is due for its five-year review for approval. He advised that no items were removed from the previous policy; however, a new requirement (Item 310) was introduced, mandating that instructors include a statement on expectations regarding the use of artificial intelligence in their course. While the CTL had previously provided guidelines and sample language, the policy change was recommended to address ambiguity, as the absence of such a statement was often misinterpreted by students as unrestricted permission to use AI.

**Motion:**

**Moved** by T. MacDonald that Senate approve the revised Course Syllabus Policy – 2025 as presented.

**Motion Carried.**

T. MacDonald introduced a syllabus template for information only. He advised that it is included in the Moodle course template and available to all instructors. He noted that many departments have their own templates that take precedence, however the Moodle version serves as a default resource in the absence of a departmental template.

It was suggested that the Respectful Campus Policy and Code of Conduct could be included in the templates.

#### **7.5 By-Laws and Procedures**

J. Tunnichiff introduced two Bylaws for approval which were included in the Senate package. The following motions were put forward:

**Motion:**

**Moved** by J. Tunnichiff that Senate approve the SSOB Department of Management Science revised by-laws.

**Motion Carried. (1 abstention)**

**Motion:**

**Moved** by J. Tunnichiff that Senate approve the SSOB Department of Management and Marketing revised by-law.

**Motion Carried. (1 abstention)**

J. Tunnichiff advised that the Committee plans to meet over the summer months to work on a plan regarding Department and School bylaws revisions.

#### **7.6 Quality Assurance**

No Report.

## **7.7 Appeals**

No Report.

## **8. Election of Senate officers**

R. Nicholls called for nominations for the position of Chair. Felix Odartey-Wellington was nominated to serve as Chair for the 2025–2026 term. As no additional nominations were received, Felix Odartey-Wellington was declared re-elected as Chair by acclamation.

Felix Odartey-Wellington called for nominations for the position of Vice-Chair. Tammy Bernasky was nominated to serve as Vice-Chair for the 2025-2026 term. As no additional nominations were received, Felix Odartey-Wellington was declared re-elected as Vice-Chair by acclamation.

Felix Odartey-Wellington called for nominations for the position of Secretary. Karen Rowe was nominated to serve as Secretary for the 2025-2026 term. As no additional nominations were received, Karen Rowe was declared elected as Secretary.

## **9. Adjournment**

There being no further business, the meeting was adjourned at 4:07 p.m.

**É. Thériault**  
**Secretary to Senate**