

MINUTES

Present: R. Lumpkin (Chair), S. Badali, K. Blotnicky, I. Blum, M. Bowen, B. Burns, S. Brigham, E. Church, A. Cole, P. Crouse, S. Drain, F.X. Eygun, M. Forrest, J. Fraser-Arsenault, M. J. Harkins, J. Hollett, B. Jessop, N. Kayhani, K. Kienapple, B. MacInnes, L. Mann, I. Pottie, J. Sawler, A. Solhi, B. Taylor, S. Walsh, P. Watts, P. Whyte, R. Zuk

Regrets: J. Beaton, J. Corcoran, N. Deal, S. de Molitor, Z. Gallant, T. Harrison, S. King, J. MacLeod, P. Mombourquette, M. Whalen

R. Lumpkin announced that R. Bérard was deeply touched to be chosen as the recipient of the Senate Award for Service in University Governance. She then thanked all student Senators for their service to Senate this year.

1. Approval of Agenda

Moved by P. Watts, seconded by J. Hollett, to approve the agenda as presented. CARRIED

2. Approval of Minutes of March 31, 2014

Moved by S. Brigham seconded by K. Blotnicky, to approve the meeting minutes of March 31, 2014 as amended. CARRIED

3. Business Arising from the Minutes

3.1. Change to By-Law 14.1.1 Tributes Committee Terms of Reference

Moved by E. Church, seconded by I. Pottie, that Senate approve the Change to By-Law 14.1.1 Tributes Committee Terms of Reference. CARRIED

3.2. Change to By-Law 6.1.2 Further to the change of Senate's meeting time

Moved by K. Blotnicky, seconded by M. Forrest, that Senate approve the Change to By-Law 6.1.2 Further to the change of Senate's meeting time. CARRIED

4. President's Announcements

R. Lumpkin gave a brief update on Government relations. She noted that it was recently announced that Duff Montgomerie had been named the new Deputy Minister of Labour and Advanced Education, while former Minister Sandra McKenzie has moved to Deputy Minister of Education and Early Childhood Development. She mentioned that various government meetings (at all levels) are still ongoing. She also noted that the new graduate scholarships were officially announced last week.

5. Question Period

P. Crouse asked a question regarding the exam policy, specifically regarding exams being held during the last two weeks of classes – how is this being monitored?

B. MacInnes responded that this is hard to monitor; however, she stated that a final exam can be held (during the last two weeks of classes) if it is noted on the course syllabus at the beginning of classes.

P. Crouse noted she thought this provision referred to tests, not final exams.

S. Drain provided the relevant section 2.2.15 (Examination Policy) from the Undergraduate Calendar.

B. MacInnes noted again that the provision is hard to enforce – she added, it is hard to know if an instructor is holding a final test during the last two weeks of classes or a final exam. She did mention that known infractions are reported to the Dean.

M. Harkins noted course outlines, which are subject to review and approval, might provide that information.

S. Drain commented that it appears very few final exams are being given during the scheduled exam period, and that, if this is the case, perhaps this is something for SCOTL to review.

J. Hollett noted that student workload is currently being reviewed by SCOTL.

E. Church added that a proposal will soon be coming forward to CAPP regarding the student workload issue.

6. Committee Reports (Standing and Ad Hoc)

6.1. Senate Executive

6.1.1. Notice of Motion: Change to the Terms of Reference of Senate Executive (By-law 14.1)

R. Lumpkin presented the notice of Motion: Change to the Terms of Reference of Senate Executive.

6.2. Academic Appeals

N. Kayhani reported that an F* was assigned, the committee upholding the Dean's decision.

6.3. Academic Policy and Planning (for approval)

6.3.1. Graduate Preparatory Program

Moved by E. Church, seconded by K. Kienapple, that Senate approve the Graduate Preparatory Program Requirements Policy. CARRIED 6 opposed, 1 abstention

J. Sawler noted the lack of detail in the documentation provided.

K. Kienapple responded that the Graduate Preparatory Program (GPP) is one that was modeled on the Undergraduate Bridging program, with an emphasis on Graduate culture, university expectations and language. Students meet 15 hours per week, per semester. He noted that he could bring forward the curriculum at the next meeting.

J. Sawler noted that in order to review the program properly Senators would need the additional details including the curriculum piece.

E. Church responded that the GPP does not carry academic credit.

M. Forrest noted two concerns; first, it insists upon an undergraduate course being used as a writing requirement, however, it is arbitrary as to what this course should be. Second, if it is a no-degree course it should be a PASS/FAIL with no mention of grades.

K. Kienapple responded the undergraduate course may be needed for something other than language proficiency, noting that in many instances it is more than assessing writing skills. He also noted that the grade reported on the transcript is PASS/FAIL; however, the criterion for passing is a minimum final grade of 75%.

L. Mann expressed concern with exams (especially multiple choice) at the undergraduate level, noting that multiple choice exams may be written in such a way that students for whom English is an additional language will struggle.

K. Kienapple noted that there is a mechanism in place to account for this type of situation.

Senators then engaged in a lengthy discussion of the Graduate Preparatory Program, in particular, conditional acceptance, conditional enrolment, and individual programs' outlining specific conditions on the acceptance information data sheet form. Senators also discussed appeals, the number of hours to complete, student and university expectations, IELTS scores, GPP curriculum, and if the GPP needs to be approved by Senate.

M. Forrest requested the removal of the word "Program" – suggesting it be renamed Graduate Preparatory Requirements.

R. Lumpkin noted that this is an admissions policy.

P. Watts noted some typos in the document, these minor amendments were accepted.

6.3.2 Exchange agreement with Universidad de Especialidades Espiritu Santo
Moved by E. Church, seconded by M. J. Harkins, that Senate approve an exchange agreement with Universidad de Especialidades Espiritu Santo. CARRIED

6.3.3 Honours at Graduation
Moved by E. Church, seconded by B. MacInnes, that Senate approve the revised guidelines, as amended, for calculating Honours at Graduation. CARRIED

P. Crouse questioned whether the calculation of 'with distinction' will include courses taken by authorized external credit.

B. MacInnes clarified the issue of authorized external credits; she confirmed that transfer credits are PASS/FAIL. She noted, however, that a student's original transcript is kept on file for reference if needed.

Senate engaged in a discussion of authorized external credits.

A. Solhi questioned grades from exchange programs.

B. MacInnes referred to the following *'For students in the B.A. and B.Sc. General Studies, "with distinction" will be assessed in the last eight (8.0) units of study taken at the Mount.* She noted that Mount units will always be taken in to account first, noting that the Registrar's office only goes to AEC's if needed. She added when students go on exchange these are not authorized external credit courses – courses under exchange agreements are not counted.

R. Lumpkin suggested the following amendment, which was accepted: "Transfer credits awarded for work completed elsewhere prior to being admitted to Mount Saint Vincent University will be not counted towards honours at graduation, nor will courses taken while participating in exchange programs."

6.4. Undergraduate Curriculum

6.4.1. Deletion of courses not offered in 5-10 years (for approval)

6.4.1.1. ECON 3315, RELS 2205, RELS/PHIL 2218 (ten years or more)

6.4.1.2. CMPS 2253, MATH 2207, POLS 3303 (within last five years)

(S. Badali noted that CMPS 2253 should read CMPS/INTE 2253)

Moved by S. Badali, seconded by J. Hollett, that Senate approve the deletion of courses not offered in 5-10 years. CARRIED

6.4.2. Applied Human Nutrition

6.4.2.1. New Course Proposals

6.4.2.1.1. NUTR 2204 - Food Processing (0.5 unit)

6.4.2.1.2. NUTR 3205 - Natural Health Products (0.5 unit)

Moved by S. Badali, seconded by L. Mann, that Senate approve the new course proposals NUTR 2204 and NUTR 3205. CARRIED

6.4.2.2. Course Deletions

6.4.2.2.1. NUTR 2205 - Dietary Supplements and Herbal Remedies (0.5 unit)

6.4.2.2.2. NUTR 3204 - Food Processing (0.5 unit)

Moved by S. Badali, seconded by J. Fraser Arsenault, that Senate approve the course deletions NUTR 2205 and 3204. CARRIED

6.4.3. Business and Tourism: Changes to existing courses

6.4.3.1. Addition of a lab to BUSI 2221 - Introductory Accounting I (0.5 unit) and BUSI 2222 - Introductory Accounting II (0.5 unit)

Moved by S. Badali, seconded by K. Blotnicky, that Senate approve the addition of a lab to BUSI 2221 and BUSI 2222. MOTION WITHDRAWN

P. Watts noted that she fully accepted the rationale, but she questioned how the lab would be taken by students via distance.

K. Blotnicky responded that it would be offered via Collaborate.

P. Crouse questioned if the student will be charged for the lab? She also questioned classroom requirements and associated lab fees.

K. Blotnicky responded that there would be a classroom requirement for the on-campus sections; she also noted that she thought there would be an associated lab fee.

I. Blum provided insight by speaking to the practice in the math department regarding labs.

K. Blotnicky noted that supplemental instruction and tutorials are currently being offered but are not required; the lab, however, would be mandatory. She continued that accounting is an area where students experience considerable difficulty, and the department is endeavouring to address the need through the best possible solution. She noted that the coordinator for the accounting courses and the department time table committee would review the various requirements such as faculty complement, space and timetable implications.

A. Solhi expressed concern with an additional requirement.

J. Fraser noted that point number 3 implies a lab instructor will coordinate the lab – so this would not be additional workload to a faculty member.

M. Forrest questioned the workload implications and noted that this seems more than an editorial change. Does this warrant a new course proposal?

K. Kienapple reported that the BUSI department has experience in offering labs adding they have gone to considerable lengths to address the failure rate in this course. A lab will offer additional exposure and practice. He reiterated the comments of K. Blotnicky regarding the current offerings of supplemental instruction and tutorials. He added that it will be a true lab, noting that this proposal is a logical next step.

S. Drain recommended that this item be brought back to Senate as a new course proposal.

K. Blotnicky withdrew the motion noting that she would take concerns and suggestions back to the department.

6.4.4. Education: Changes to existing programs (for approval)

6.4.4.1. BEd Elementary: addition of EDUC 5327 as requirement and corresponding adjustments

Moved by S. Badali, seconded by S. Brigham, that Senate approved the following change to existing programs - BEd Elementary: addition of EDUC 5327 as requirement and corresponding adjustments. CARRIED

6.4.4.2. BEd Secondary: removal of EDUC 5328 from requirements and corresponding adjustments

Moved by S. Badali, seconded by M. Bowen, that Senate approved the following change to existing programs - BEd Secondary: removal of EDUC 5328 from requirements and corresponding adjustments. CARRIED

6.4.4.3. BEd: Addition of an Early, Conditional Admission Route

Moved by S. Badali, seconded by M.J. Harkins, that Senate approved the following change to existing programs - BEd: Addition of an Early, Conditional Admission Route. CARRIED

6.4.5. Faculty of Arts and Science

6.4.5.1. Changes to existing program: Arts and Science Internship Option

Moved by S. Badali, seconded by B. Taylor, that Senate approve the changes to existing program: Arts and Science Internship Option. CARRIED

P. Crouse asked a question regarding the deferral policy.

B. Taylor provided clarification.

J. Sawler is this now 20 or 21 units.

B. Taylor responded 21.

6.4.5.2. Proposal of new courses: BART 3399 - Bachelor of Arts Internship (1.0 unit) and BSCI 3399 - Bachelor of Science Internship (1.0 unit)

Moved by S. Badali, seconded by B. MacInnes, that Senate approve the proposal of new courses: BART 3399 - Bachelor of Arts Internship (1.0 unit) and BSCI 3399 - Bachelor of Science Internship (1.0 unit). CARRIED

6.4.5.3. Course Changes (for information)

S. Badali presented items under 6.4.5.3 for information.

6.4.5.3.1. Applied Human Nutrition: NUTR 4400/GAHN 6400; NUTR 4408/GAHN 6408; NUTR 4409/GAHN 6409

6.4.5.3.2. Family Studies and Gerontology: FSGN/WOMS 3305; FSGN 3314; FSGN 3345; FSGN 3401; FSGN 3410; FSGN 3450

6.5. Nominations

6.5.1. Result of elections to Senate and Faculty-elected committees

P. Crouse reported that the ninth call for nominations for CAPP and URC is expected shortly.

6.6. Teaching and Learning

No report

6.7. University Research Ethics Board

R. Lumpkin presented items 6.7.1 and 6.7.2 for information.

6.7.1. REB.SOP.145 Minimum Risk Review Process (Delegated Review)

6.7.2. REB.SOP.146 Expedited Ethics Review Process

7. Other Reports
7.1. Students' Union
No report

8. New Business
No new business

9. Items for Communication

Senate approved the following:

- Minutes of March 31, 2014
- Changes to by-laws 14.1.1 Tributes Committee Terms of Reference and 6.1.2 regarding Senate meetings
- Policy regarding the Graduate Preparatory Program
- Exchange agreement with Universidad de Especialidades Espiritu Santo of Ecuador
- Revised guidelines concerning honours at graduation
- Deletion of a number of courses not offered in the past five to ten years
- Addition of two new courses in Applied Human Nutrition, and deletion of two courses
- Changes to the requirements for the B.Ed. Elementary and Secondary
- Addition of an early conditional admission route to the B. Ed. for students with a major or concentration in French
- The addition of an internship in the Faculty of Arts and Science

Senate received for information

- from the Undergraduate Curriculum Committee, a number of minor curriculum changes in the departments of Applied Human Nutrition and Family Studies and Gerontology
- from the University Research Ethics Board, two standard operating procedures documents regarding review processes in particular cases

10. Adjournment

Moved by K. Blotnicky, seconded by L. Mann, that the meeting be adjourned.