



*Excellence • Innovation • Discovery*

Senate Meeting  
Rosaria Boardroom

April 26, 2011  
1:00 p.m.

### MINUTES

Present: E. Church (Chair), R. Bérard, D. Bourne-Tyson, A. Cole, K. Dewar, S. Drain, R. Farmer, P. Glenister, L. Herrington, E. Hicks, J. Hollett, K. Kienapple, A. MacGillivray, B. MacInnes, R. MacKay, L. Mann, G. McGovern, P. Mombourquette, D. Norris, S. Perrott, J. Sawler, C. Schneider, J. Sharpe, L. Steele, B. Taylor, A. Thurlow, J. Tucker-Johnston, P. Watts, R. Zuk

Regrets: C. French, B. Jessop, R. Lumpkin, M. MacMillan, L. Neilsen, R. Richards, C. Stewart,

1. Approval of Agenda

**Moved** by L. Mann, seconded by A. Cole to approve the agenda with following changes: Item 6.5 and Item 8.1 to be moved after Item 5. CARRIED

2. Approval of Minutes of March 28, 2011

**Moved** by S. Drain, seconded by J. Tucker-Johnston to approve the minutes with minor grammatical and spelling corrections. CARRIED

3. Business Arising from the Minutes

3.1 Revision of Award for Research Excellence Call for Nominations

**Moved** by A. Cole, seconded by L. Steele that Senate approve the revision of Award for Research Excellence Call for Nominations. CARRIED

A. Cole gave background on the revisions.

3.2 Task Force for Revision of the Student Judicial Code and Handbook

J. Hollett noted that there were no updates to report at this time.

3.3 Policy and Procedures Regarding Final Examinations

**Moved** by B. Taylor, seconded by L. Steele to approve the Policy and Procedures Regarding Final Examinations as amended. CARRIED

B. Taylor reported on the changes made as discussed at the last meeting of Senate.

B. MacInnes discussed using Dashboard for uploading of exams as the most secure option for both the Registrar's Office and Print Shop to access the exams.

S. Drain indicated that the Policy and Procedure document does not cover all materials that are included in the Academic Calendar. She wanted to ensure that the Policy covers all areas that are covered in the Calendar's information for students.

B. Taylor responded that information is included in the Faculty Handbook and covers what faculty need to know regarding examinations.

B. MacInnes suggested having an examination package sent to faculty in an email with a link to the information.  
R. Farmer asked if there was any discussion around faculty submitting their exam to the Registrar's Office in advance of the exam.  
B. Taylor responded that it is understood that the exam must be submitted 5 days in advance.  
P. Mombourquette expressed concern over students who live within 100 km of The Mount having to come to campus to write their exam.  
P. Watts responded that exceptions are made for students by the Distance Learning department.  
R. Zuk suggested the following amendment: the second line under Preparation and Distribution of On-campus Examinations (page 1 of the policy): "The Registrar's Office is available to assist instructors, but it is not responsible for editing final examinations;" the last line under Proctoring (page 2) to read: "This duty is rotated so that, if possible, no one will be asked to be a Chief Proctor during two consecutive examination periods;" and removal of the quotations around "authorized" under Examinations in Distance Courses (page 3). These suggestions were accepted as friendly amendments by the mover and seconder.

#### 4. President's Announcements

There were no President's Announcements.

#### 5. Question Period

L. Mann asked if faculty appointments would be communicated to departments.  
E. Church noted that this will be done.  
L. Herrington asked if town halls could be scheduled during a time that students could attend.  
E. Church noted that this would be considered for future town hall meetings.

**Moved** by L. Herrington, seconded by J. Hollett to move *in camera*. CARRIED

#### 6. Committee Reports (Standing and Ad Hoc)

- 6.5 Committee on Appointment, Promotion and Tenure or Permanence for Academic Administrators (CAPTPAA) (*E. Church*) (**Confidential business**)
- 8. New Business
  - 8.1 Selection of Honorary Degree candidates (**Confidential Business**)

**Moved** by L. Herrington, seconded by R. Farmer to move out of confidential business.  
CARRIED

##### 6.1 Senate Executive

E. Church reported on the compilation of a list of policies that have been approved by Senate and the process of scanning the policies. Committees sponsoring these policies will be invited to review them.  
E. Church also discussed having an item on the Senate agenda for discussions to take place.  
L. Steele suggested having a discussion to review major issues.  
J. Sawler noted that it may streamline future Senate discussions.

##### 6.2 Academic Policy and Planning (CAPP)

###### 6.2.1 Report on the External Review of Curriculum Studies and Educational Foundations (for information)

J. Sharpe gave background on the external review of curriculum studies and educational foundations.  
S. Drain noted that although recommendation #4 discusses faculty workload, faculty workload is governed by the collective agreement with the MSVU Faculty Association.

##### 6.3 Graduate Studies Program and Policy Committee

###### 6.3.1 New Education courses

6.3.1.1 GCRD 6329, Curricular Topics in High School Mathematics

**Moved** by K. Kienapple, seconded by R. Bérard that Senate approve the new course GCRD 6329. CARRIED

6.3.1.2 GEMS 6428/GCRD 6328, Pedagogical Approaches in School Mathematics

**Moved** by K. Kienapple, seconded by R. Bérard that Senate approve the new course GEMS 6428/GCRD 6328. CARRIED

R. Zuk noted that under Item 6 it indicates that this course would be taught by part-time faculty.

R. Bérard responded that it could be taught by either full-time or part-time faculty.

6.3.1.3 GCRD 6429, Curricular Topics in Elementary and Middle School Mathematics

**Moved** by K. Kienapple, seconded by R. Bérard that Senate approve the new course GCRD 6429. CARRIED

6.3.2 Education course deletions

6.3.2.1 GCRD 6311, New Directions in Mathematics Education: Instructional Practices

6.3.2.2 GCRD 6312, New Directions in Mathematics Education: Programs of Study

6.3.2.3 GEMS 6461, Mathematics in the Elementary and Middle School Curriculum: Theory and Practice I

6.3.2.4 GEMS 6462, Mathematics in the Elementary and Middle School Curriculum: Theory and Practice II

**Moved** by K. Kienapple, seconded by R. Bérard that Senate approve the deletion of GCRD 6311, GCRD 6312, GEMS 6461, and GEMS 6462. CARRIED

J. Sharpe indicated that GEMS 6428/GCRD 6328, GEMS 6461, GEMS 6462, were incorrectly identified on the Senate agenda but identified correctly on the memos from K. Kienapple dated March 24, 2011. [These minutes reflect the correct course identification.]

6.3.3 Revised program requirements Master of Arts (Communication) and Master of Public Relations

**Moved** by K. Kienapple, seconded by A. Thurlow that Senate approve the revised program requirements for Master of Arts (Communication) and Master of Public Relations. CARRIED

S. Drain requested that changes to programs come as a full package rather than have pieces coming to Senate at different times.

P. Mombourquette wondered if sending items in one package is always possible and if it would slow the process of approval for changes.

J. Sharpe responded that whenever possible items that are related come to Senate as a package.

C. Schneider suggested that the Department Chair be invited to Senate to discuss the changes.

6.3.4 Public Relations New prerequisites for GPRL 6230, Thesis (for information)

K. Kienapple discussed the addition of the new prerequisite.

6.4 Undergraduate Curriculum

6.4.1 Economics Major course requirements changes

**Moved** by J. Sharpe, seconded by J. Sawler that Senate approve the new course requirements for the economics major. CARRIED

J. Sawler discussed the major program, indicating that the department fully supports this change.  
R. Zuk expressed concern over including a statement that students may have to take courses at another university to complete an economics degree.

J. Sharpe responded that there was discussion at UCC regarding this. There may be a potential for students to complete the degree at MSVU, but if not then students need to be made aware of this.

R. Zuk asked if this would change should the faculty complement in the department change.

B. Taylor responded that there were a number of discussions with the department, noting that there will be more part-time faculty resources put toward teaching in the Economics department.

#### 6.6 Nominations

R. Bérard reported that elections have been conducted and results have been sent out to faculty. There has been a fourth call for nominations for an additional member on CAPP and a Senate member. There will be a further call for nominations for Senate Committee members and for a member to sit on the Canada Research Chair search committee.

#### 6.7 Committee on Teaching and Learning

P. Watts reported that SCOTL has selected Dr. Anna Smol for the Instructional Leadership Award. The survey on Teaching and Learning has gone out; she encouraged everyone to respond.

#### 6.8 Writing Initiatives

S. Drain reported that plans are under way for the third Celebrating Writing at the Mount Week to take place beginning November 14, 2011.

#### 6.9 University Research Ethics Board

##### 6.9.1 Notice of Motion: revision to By-law 14.13

E. Church noted that this Item will be coming to Senate at the next meeting.

#### 7. Other Reports

##### 7.1 Students' Union

L. Herrington reported that the new student union executive will be taking over on Monday. There will be a community event on May 18 for graduating students. She encouraged everyone to attend.

**Moved** by A. MacGillivray, seconded by J. Hollett to move in camera for the results of balloting.  
CARRIED

**Moved** by J. Tucker-Johnston, seconded by J. Hollett to move out of confidential business.  
CARRIED

#### 8. New Business

There was no further new business.

#### 9. Items for Communication

Approval of the Revised Award for Research Excellence Call for Nominations

Approval of the Policy and Procedures Regarding Final Examinations

Approval of new Education courses, Education course deletions, revised program requirements for the Master of Public Relations, approval of the changes to the Economics Major.

#### 10. Adjournment

The meeting adjourned at 2:14 pm.

Respectfully submitted,

Cynthia Black