

Minutes of the Second Meeting of Senate
held Friday, October 14, 2005
ITEC Lecture Theatre, Robertson Library, 3:00 pm

Present: H. Barkema, G. Bradshaw, A. Buchanan, D. Buck, E. Coady, S. Coady, B. Davetian, M. Doyle, N. Etkin, R. Gallant, R. Gordon, R. Haines, M. Hughes, S. Jones, C. Keen, R. Kurial, S. Lee, L. Miller, J. Moran, M. Murray, R. MacDonald, M. MacEachern, W. MacLauchlan, J. Nimmo,, W. Peters, G. Pike, S. Qadri, D. Ryan, S. Simpson, K. Schultz, E. Spangler, H. Sutherland, V. Timmons, J. Velaidum

Regrets: D. Coll, K. Critchley, F. Gray, M.J. McCarthy, T. Ogilvie, W. Rankaduwa, D. Seeler, J. Sentance

Absent: F. Markham, M. MacKinnon

1. APPROVAL OF THE AGENDA

The Chair called the meeting to order and asked that two items be added to the agenda: Under Item 6- that section (iv) be added reflecting "The Annual Report of the Research Advisory Committee". Also, that under Item 3 (I) Election of Vice-Chair of Senate, should be added : "The Election of Chair and Secretary of Senate". W. Peters asked that the selection of the Dean of Science be also added to the agenda, but it was noted that this would be dealt with under Item 5 (i), Report of the Nominating Committee.

Moved (J. Nimmo/W. Peters): That the agenda be approved as amended.

Carried

2. APPROVAL OF THE MINUTES from September 9, 2005

Moved (R. MacDonald/B. Davetian): That Senate approve the minutes of September 9, 2005

Carried

3. (i) ELECTION OF VICE-CHAIR, CHAIR AND SECRETARY OF SENATE

The Chair nominated Dr. Elizabeth Spangler to fill the position of Vice Chair for a two-year term. The Chair called for further nominations, and there being none, declared Dr. Spangler elected by acclamation for a two-year term.

Carried

Under the University Act, the Registrar is appointed by the Board to keep such records and perform such other duties as Senate or the President may require. While it is not required that the Registrar be the Secretary to Senate, that has been the practice at UPEI since the inception of the University.

A. Buchanan was nominated as Secretary of Senate. The Chair called for further nominations, and there being none, Mr. Buchanan was declared elected by acclamation for a three-year term.

It is also the practice of Senate to have the Chair elected for a three-year term. It has been the practice to have the President of the University serve as Chair of Senate. W. MacLauchlan was nominated as Chair of Senate for a three-year term. There being no further nominations, W. MacLauchlan was declared elected by acclamation.

(ii) REPORT ON PROTOCOLS REGARDING ENABLING MOTIONS

C. Toombs of the Registrar's Office circulated a report outlining other institutions' protocols regarding the handling of problem and unexpected cases at the time of graduation. The report recommended that Senate continue with the practice of using enabling motions to empower the President, relevant Dean, and the Registrar to deal with problem and unexpected cases. It was noted that the second enabling motion (clarifying the role in dealing with "unexpected cases"), should have a stipulated time period. This will be dealt with when graduate applications, problem cases and exceptional cases are adjudicated upon for May Convocation.

4. REPORT OF THE PRESIDENT

In his report the President noted the two highly successful Deans' Honours and Awards Nights - October 3 - Arts, Business and Education; October 4 - Science and Nursing. This year marked the best-ever turnout for donors and students. The President congratulated all the faculty, staff and students who were involved in the successful organization and execution of the two events.

- It was further noted that the Atlantic Veterinary College will have its awards and recognition night on November 3rd.
- On October 15, the university will hold a special graduation for students in the Certificate in Conflict Resolution Studies including 18 students from the Mi'kmaq community.
- Congratulations were extended to Joanne McCabe, Coordinator of Accessibility Services, who received the Learning Disabilities Association of Canada National Education Award.
- Congratulations were also extended to Keefe Deighan, UPEI 3rd year Arts student, selected for a Learning Disabilities Association of Canada's Award of Excellence: Beat the Odds Youth Award. He is currently Vice-President of the Learning Disabilities Association of PEI.
- A number of developments on the scholarship front were noted, particularly Chancellor Bill and Denise Andrew's establishment of a fund to support the Joyce M. (Hooper) Andrew Scholarship in Education, and the Andrew Renewable Scholarship in Engineering. Both sizable endowments, together with a series of other gifts from Chancellor Andrew constitute a gift of more than \$1 million. We thank Chancellor Andrew for his generosity.
- Bill Heaslip and Nona Macdonald Heaslip have established two new \$15,000 (over three years) scholarships for students entering the second year of the four-year BA program. In 2007-2008, the number of scholarships available under the Heaslip Scholarship Program will increase to six.
- BMO Financial has provided a \$250,000 donation for Graduate Student Research Scholarships. It was noted that Graduate Scholarships are a priority area where the University seeks additional philanthropic support.
- On September 26th, the Atlantic Veterinary College broke ground for a \$32 million expansion and renovation project. The expansion will begin with the construction of a 57,000 square foot Bio-Resource Research Complex, including space for the Lobster Science Centre, the Atlantic Centre for Comparative Biomedical Research, and the Centre for Aquatic Health Sciences, as well as research labs and work space for graduate and post-doctoral students.
- In September, the university celebrated the 20th Anniversary of the Institute of Island Studies.
- The President extended congratulations to the PEI Club Soccer Team which is made up almost primarily of UPEI varsity players.
- The President drew Senate's attention to the fact that on October 20th he will be delivering the State of the University Address in conjunction with the release of the 2004-2005 Annual Report.

5. REPORT OF SENATE STANDING COMMITTEES

(i) Nominating Committee

Moved (J. Moran/M. Murray): That Senate approve the following report:

Academic Appeals Committee

Ryan Gallant (Student)

Admission and Scholarship Committee

Robert O'Rourke (Business)

Honorary Degree Committee

Ron Collins (Business)

Research Grants Committee

Don Wagner (Business)

Senate Committee on the Enhancement of Teaching

Angela MacDonald (Student)

Jonathan von Kodar (Arts)

Nasser Saad (Science)

University Writing Council

Donna Giberson (Science)

David Adams (Business)

Carried.

Dr. Suzanne Thomas will replace Dr. Jaipal from the Faculty of Education as a Senate member. Her term will extend until June 2007.

J. Moran noted that there continues to be a vacancy on the Nominating Committee to be filled by a Senate member from a faculty other than Arts. There is also a need for two Alumni members and two 4th year students to serve on the Honorary Degree Committee.

In response to W. Peters' inquiry, the Chair of the Nominating Committee provided an update on the formation of the Search Committee for the Dean of Science. One faculty member from Arts is to be appointed by the Dean of Arts. The President will also serve on the Committee. The membership of the Search Committee will be reported to Senate when the nomination and election process is completed.

(ii) Academic Planning Facilitation Committee

V. Timmons thanked all the schools and faculties for their cooperation and their input in preparing and providing comment on drafts of the Academic Plan. Dr. Timmons asked her colleagues on the committee, A. Buchanan and C. Keen to provide a summary of the document.

A. Buchanan gave a short introduction to the background of the consultative process. APFC was formed in Fall 2003 with broad representation from the University community. The intention was to have consultation across the campus. Subsequent to that, there were 16 consultations with faculty, staff and students over a two month period. Approximately 220 people participated in the process. The process identified the institution's strengths and weaknesses and explored the opportunities and threats that lie ahead. The findings were presented in two town hall meetings at which time further discussion was encouraged around the two questions :

- What should the academic profile of the university look like in five years? In what way the same and what way different?
- How do we go about getting there?

The results of this exercise were then presented in the form of a report that was circulated to all faculty and staff in May. That draft was further refined following feedback from faculty and staff, and the document presented to Senate outlines processes for next steps. It is intended that the document will serve as a frame work document for an ongoing process of academic planning.

C. Keen noted that this is a “living” document. It has tried to do two things: first of all; reflect what the committee heard people say in the consultations; and secondly; reflect these discussions in a series of general principles and themes, and within these principles and themes, to suggest a number of ways to move forward. The intention is that this be a foundation document and that updated documents built on the plan would be provided to Senate on an annual basis.

There was some discussion as to why Research did not receive a separate theme. C. Keen pointed out that while research was often cited as “important”, there appeared to be no consensus as to how that should be expressed in a stand-alone theme. In the absence of a single theme, the Committee had sought to “weave” Research into the themes of Collaboration and Cooperation, Responsiveness to the Community, and Graduate Program Development.

K. Schultz noted that the UPEI Research Advisory Committee of Senate is developing its own strategic plan in response to the directions of the Canada Research Chairs and the Canada Foundation for Innovation. The Committee is in the very early stages of discussion on that plan.

R. Gordon suggested that Research also be woven into Theme 7: Finding the Best Balance in Undergraduate Teaching. In support of this notion, it was pointed out that, as a small university one of the things UPEI excels at is breaking down the barrier between teaching and research.

Moved (V. Timmons/D. Buck): That Senate accept the UPEI Academic Plan 2005: Guiding Principles.

A discussion of the motion ensued. M. Murray noted that since he had been on sabbatical at the time of the development of the document he felt unequipped to make any comments on the document and preferred that it be carried over to a later meeting. W. Peters also suggested that he would prefer more time to assess the document.

C. Keen noted that some actions have already proceeded based on the plan, and failing to approve it in a timely manner may have ramifications.

V. Timmons pointed out that this document represented guiding principles. The changes that were suggested today would be incorporated and the document refined in keeping with the guiding principles.

D. Buck noted that this document was not written as a definitive academic plan, but represents a facilitated academic process and reflects what was told to the Committee. He noted that the academic plan is the report of the facilitation process and action plans will come from it. Debate will continue.

It was agreed to table the motion and the item will appear on the agenda for the Senate meeting of November 4.

6. OTHER REPORTS

(i) Annual Report Academic Review and Planning Committee

Moved (V. Timmons/S. Jones): That Senate accept the Annual Report of the Academic Review and Planning Committee Report for 2004-2005.

Carried.

V. Timmons noted that there was discussion regarding the coordination roles of ARPC and Curriculum, Course Change and Calendar Committee (4C's). After reviewing the terms of reference for the Committee, V. Timmons and W. Cutcliffe, in consultation with the Registrar, will be proposing the dissolution of the Committee. A joint motion from the Chair of 4C's and the VP Academic Development will be brought forward for the consideration of Senate at its next meeting, November 4th. Included will be a plan for the re-assignment of the various activities and elements of the committee mandate. V. Timmons assured Senate that the Committee will not cease functioning until all issues presently before the committee are dealt with. V. Timmons encouraged members of the Committee to commit themselves to meet between now and Christmas to finalize the work of the Committee and to facilitate its winding-up.

W. Peters asked V. Timmons about the work plan on the timetable policy. She reported that there is a draft timetable policy. There is no formal time line established. The proposed policy will be introduced to departments for consideration and discussion.

A. Buchanan noted he has met with Nursing, Business and Student Union regarding the policy and he will be meeting with the Faculty of Science on November 4 and the Faculty of Arts on November 18. He noted that it is the intention of the Time Table working Group to have broader town hall meetings with students.

R. Kurial noted that the initiative to explore a new time-tabling approach stems from a meeting of the Departmental Chairs after expressing frustration and dissatisfaction with the current system.

(ii) Annual Report Academic Appeals Committee

Moved (J. Velaidum/J. Nimmo): That Senate accept the Annual Report of the Academic Appeals Committee.

Carried.

J. Velaidum reported that last year the process for identifying students who were struggling academically was changed. The process has become more formalized and Deans have been relieved of the burden of personally assessing individual academic records. All appeals are adjudicated by the committee using a set and accepted criteria. It is felt that the new process is more open, consistent, and fair.

J. Velaidum noted that a number of issues and concerns arose from the process, primarily relating to clarity of procedure and regulations. The Registrar's Office will be suggesting changes with regards to academic regulations. The Chair of the Committee encouraged the support of faculty in: (1) submitting marks in a timely manner so struggling students have an opportunity to assess their options re. Appeal etc; and (2) reminding students that scoring less than 60% in more than half of their attempted course constitutes a failed semester. Further, the Committee notes that many students are unaware of their status despite repeated efforts to contact them. It was suggested that this information also be available to them through their online student account.

(iii) Annual Report Admissions & Scholarship Committee

Moved (A. Buchanan/D. Buck): That Senate accept the Annual Report of the Admissions and Scholarship Committee.

Carried.

A. Buchanan reported on the activities of the committee during the 2004- 2005 year. He noted that only two students appealed their application for admission to UPEI. In each case the decision of the admissions office was

upheld and the appeal was denied. One student appealed the decision to deny renewal of an academic scholarship. In reviewing the evidence and documentation, the committee ruled in favour of the appellant and the scholarship was renewed.

There is a committee in place which will undertake a concerted effort to analyse what lies behind the numbers of dismissals and recommend actions which will ensure student success.

(iv) Annual Report of the Research Advisory Committee

Moved (K. Schultz/D. Ryan): That Senate accept the Annual Report of the Research Advisory Committee.

Carried.

The Research Grants Committee and Graduate Studies Research Committee is also included in this report. A question arose as to the status of James Polson as an ex officio member of the Research Advisory Committee. K. Schultz indicated he is designated such by virtue of his Chairmanship of the Research Grants Committee.

7. OTHER BUSINESS

A. Buchanan gave an overview of the 2004-2005 Enrolment Comparison Analysis. He commented that the annual AAU statistics are late this year due to some debate about definitions that were to be used in the calculations. We have had a decline of 225 students this year. Of those, almost all can be explained by two policy changes that were made this past year: (1) the decision to not de-register students for non-payment led to an inflation of enrolment figures last year. (2) the decision to not dismiss students at Christmas, and the change in the process for identifying students eligible for dismissal. The fact that this is now done through the Registrar's Office using the Student Information System resulted in a much more comprehensive identification of students. It is anticipated that this represents an anomalous year for dismissals.

A. Buchanan also provided a comparative analysis of academic probations and dismissals in 2004 and 2005.

8. ADJOURNMENT

There being no further agenda items, at 4:40 PM the Chair entertained a motion for adjournment.

Moved (R. Kurial/J. Moran) That Senate adjourn.

Respectfully submitted,

Alan Buchanan
Secretary