

**Minutes of the Seventh Meeting of Senate
Friday, April 10, 2015
3:00 – 5:00 pm AVC Rooms 286-287N**

- Present:** A. Abd-El-Aziz (Chair), R. Bissessur, A. Braithwaite, D. Buck, B. Campbell, A. Carrothers, L. Chilton, G. Conboy, B. Davetian, M. Doyle, L. Edwards, D. Good, T. Gordon, K. Gottschall-Pass, R. Herbert, G. Irvine, B. Jeffery, G. Keefe, K. Kielly, N. Kujundzic, C. Lacroix, M. Leggott, P. MacAulay, R. MacDonald, S. Opps, C. Parker, J. Podger, J. Preston, C. Ryan, J. Sentance, T. Speelman, S. St. Hilaire, M. Sweeney-Nixon and S. Wilfeard
- Regrets:** R. Lemm, L. MacArthur, D. MacLellan, S. McConkey and L. Wisener
- Absent:** J. Doiron, R. Gilmour, S. Graham, J. Krause, J. Mitchell, L. Poirier
- Recorder:** D. MacLean, Administrative Assistant to Senate

President Alaa Abd-El-Aziz called the meeting to order at 3:06 p.m.

1. Approval of Agenda

The agenda was approved with two additions under Other Business, an update on a sexual violence policy for campus and the potential of adding another Senate meeting, late May or early June.

MOTION (T. Gordon/L. Edwards) to approve the agenda as amended. CARRIED

2. Approval of Minutes – March 13, 2015

Deferred to the next meeting of Senate.

3. Business Arising from Minutes

None

4. President's Report:

The President reported that the Senate Steering and Nominating Committee discussed the end of January semester dates particularly around the grade submission deadlines to address feedback from Faculty and students over the many days lost to storm closures and the subsequent impact on the compressed examination period. The President asked the Registrar to review the dates for the submission of final marks for both the 4th year students and students in 1st, 2nd, and 3rd year studies. As a result of the request, the following new dates are being proposed to Senate for approval:

MOTION (T. Gordon/J. Sentance) that course grades for 4th year students be submitted to the Registrar's Office by noon on Monday, April 27 (instead of noon on Saturday, April 25), and course grades for 3rd, 2nd and 1st year students be submitted to the Registrar's Office by noon on Friday, May 1 (instead of noon on Wednesday, April 29). CARRIED

As a consequence of the date changes, the following motion was brought forward:

MOTION (T. Gordon/J. Sentance) that the next meeting of Senate be moved from Friday, May 1st to Monday, May 4th. CARRIED

The President thanked the Registrar and her staff for providing this extended time recognizing the pressure that will result in preparing for Convocation.

The President wished students success in their exams and thanked the faculty for a very difficult semester owing to campus closures, storm days and snow clearing.

5. **Senate Reports**

a) **Senate Steering and Nominating Committee Report**

K. Gottschall-Pass noted that all vacancies on the Senate have been filled and all replacements were approved by acclamation at the General Faculty meeting held on April 1, 2015.

i) **3-year Appointments (July 1, 2015 to June 30, 2018)**

Faculty of Arts

David Buck (Classics), **Geoffrey Lindsay** (English), **Lisa Chilton** (History) and **Cathy Ryan** (Psychology) have been acclaimed to fill the four (4) vacancies on Senate.

Faculty-At-Large

Benet Davetian (Sociology/Anthropology) has been acclaimed to fill a vacancy on Senate.

Faculty of Science

Nasser Saad (Mathematics & Statistics), **Mike van den Heuvel** (Biology) and **Kathy Gottschall-Pass** (Applied Human Sciences) have been acclaimed to fill the three (3) vacancies on Senate.

Faculty of Veterinary Medicine

Gary Conboy (Pathology & Microbiology), **Sophie St. Hilaire** (Health Management) and **Peter Foley** (Companion Animals) have been acclaimed to fill the three (3) vacancies on Senate.

ii) **Sabbatical Replacement (January 1 – June 30, 2016)**

Faculty –At-Large

Tracy Doucette (Psychology) has been acclaimed to temporarily replace Jason Doiron (Psychology) on Senate for six months from January 1, 2016 to June 30, 2016.

iii) **Maternity Leave Replacement (March 1, 2015 to June 30, 2016)**

School of Business

Andrew Carrothers (Business) has been acclaimed to temporarily replace Amy MacFarlane (Business) who is on maternity leave from March 1, 2015 to June 30, 2016.

To address current and time-sensitive Senate Committee vacancies, the following motion was presented:

MOTION (K. Gottschall-Pass/M. Sweeney-Nixon) that Senate approve Andrew Carrothers replacing Amy MacFarlane on both the Senate Committee on Admissions and Degrees and the Senate Academic and Student Discipline Appeals Committee while she is on leave, June 30, 2016.

b) **Senate Academic Planning and Curriculum Committee – 5th Report**

MOTION (C. Lacroix/P. MacAulay) that Senate approve the “Web-only Course” policy as presented.

Following discussion, it was decided to withdraw the motion, and return the policy for approval at a future meeting of Senate.

MOTION (C. Lacroix/S. Opps) that Senate approves a name change for the Department of Computer Science and Information Technology in the Faculty of Science, to the Department of Computer Science.

CARRIED

i) **Seventh Curriculum Report**

Faculty of Arts

MOTION (C. Lacroix/J. Sentance) to delete the 493 Senior Project course from the Summary and from the list of courses under degree requirements for the Bachelor of Integrated Studies Program. CARRIED

The Bachelor of Integrated Studies requirements include:

- 33 semester-hours (11 courses) at the senior level: nine 300-400 level courses in any subject, one 300 level course in the concentration, and one 400 level course in the concentration.
- A grade of 65% in at least 7 of the 11 courses completed at this senior level
- Not more than 36 semester-hours (12 courses) at the preparatory (100) level

- 6 semester-hours in one of UPEI 101, UPEI 102, or UPEI 103 and a writing intensive course
- Integrated Studies 193: Creating a Career and Learning Portfolio
- ~~Integrated Studies 493: Senior Project~~
- A number of strongly recommended courses as outlined ~~493 SENIOR PROJECT~~

~~In this capstone project, students synthesize and coherently present knowledge, skills, and attitudes developed over their university careers using a portfolio process. The project thematically demonstrates reflection, analysis, and integration of their personal and intellectual growth; shows how their original learning plans have been advanced and concluded; and demonstrates how they have met the outcomes of the degree program. Although students enrol in Integrated Studies 493 in the final stages of their degree, they are expected to work toward this final project over the duration of their studies. In certain situations, a major paper may be substituted for the portfolio.~~

Faculty of Education

MOTION (C. Lacroix/R. MacDonald) that the following changes be applied to the application process for the Bachelor of Education program. CARRIED

Admission Requirements

1. Applicants must have completed the requirements for their undergraduate degree from an approved registered university and have the degree conferred before June 30.
2. Applicants must have an overall average of not less than 70% (at least between C+ and B-) computed on the 20 highest grades of the last 22 courses (3 semester hours of credit) ~~for Primary/Elementary (K-6) applicants and no less than 70% (at least between a C+ and B-) across major and minor subject areas for Intermediate/Senior (7-12) applicants.~~ Applicants who have an average of less than 70% may be considered on a case-by-case basis. Graduate study may be taken into consideration for admission requirements.
3. Applicants must have at least 6 semester hours of credit in English or equivalent (at least 3 of which are recommended to be in Composition).
4. Applicants must have at least 6 hours of credit in Mathematics or Statistics, with either 6 credit hours as part of the undergraduate program OR 3 credit hours as part of the undergraduate program AND ED 422 Math for Teachers taken above and beyond the 20 courses required for the BEd.
5. Applicants must have completed academic courses in subjects taught in the school system which satisfy the requirements for the program level (Primary/Elementary or Intermediate/Senior) into which they seek admission, as follows:

(a) Primary/Elementary (K-6)

1. 6 credit hours in Social Studies (~~Acadian Studies, Anthropology, Canadian Studies, Economics, Environmental Studies, Geography, Global Studies, History, Indigenous Studies, Law, Philosophy, Political Science, Religious Studies, Sociology, or Diversity and Social Justice Studies~~)(as listed below);
2. 6 credit hours in Science (as listed below)(3 of which must be a lab-based science); and
a
3. course in Developmental Psychology or equivalent.

Note 1: Applicants are strongly encouraged to take Education 211 or 213 (Introduction to Education) at

UPEI (or equivalent at other universities) prior to beginning the BEd program. Courses in Fine Arts or Music will also be considered assets.

(b) Intermediate/Senior (grades 7-12)

Applicants must have appropriate coursework in two defined teachable areas as outlined below:

1. ~~at least 42 credit hours of university coursework in one discipline of a subject field taught in Prince Edward Island secondary schools (e.g. 42 credits of History which is one discipline of the recognized subject field of Social Studies), a first teachable area as listed below; and~~
2. ~~minor; at least 18 credit hours of university coursework in one discipline in a second subject field taught in Prince Edward Island secondary schools (e.g. 18 credits of Biology which is one discipline of the recognized subject field of Science), a second teachable area as listed below, preferably in a teachable area different from the first.~~

NOTE 2: ~~It is preferable but not necessary for applicants to have a major and minor in two different subject fields (e.g. 42 credits in History—major and 18 credits in English—minor) to be considered for the Intermediate/Senior program.~~

NOTE 3: ~~Potential applicants with strong backgrounds in other fields of study such as Business are encouraged to contact the Admissions Officer.~~

~~*The Faculty presently offers methodology courses that relate to the following majors and minors:~~

- ~~English;~~
- ~~Social Studies (includes Acadian Studies, Anthropology, Canadian Studies, Economics, Environmental Studies, Geography, Global Studies, History, Indigenous Studies, Law, Political Science, Sociology, or Diversity and Social Justice Studies). Please note that Sociology and Anthropology can only be accepted as a minor related discipline.;~~
- ~~Science (includes Chemistry, Biology, Geology/Earth Sciences, Oceanography, Environmental Science, Agriculture, and Physics);~~
- ~~Mathematics (includes Mathematics, Physics, Statistics, and Computer Science);~~
- ~~French; and~~
- ~~Music (offered through the Bachelor of Music Education Program in the Faculty of Arts)~~

The following courses* relate to teachable areas:

- **English** (includes Communications, Creative Writing, Drama, Journalism, Linguistics, Media Studies, and Theatre);
- **Social Studies** (includes Acadian Studies, Anthropology, Canadian Studies, Economics, Environmental Studies, Family Science, Geography, Global Studies, History, Indigenous Studies, Law, Philosophy, Political Science, Religious Studies, Sociology, and Diversity and Social Justice Studies);
- **Science** (includes Chemistry, Biology, Foods and Nutrition, Forestry, Geology/Earth Sciences, Health Sciences, Kinesiology, Oceanography, Environmental Science, Agriculture, and Physics);
- **Mathematics** (includes Mathematics, Physics, Statistics, and Computer Science);
- **French; and**
- **Music** (offered through the Bachelor of Music Education program in the Faculty of Arts).

*Courses not listed may be evaluated on a case-by-case basis.

MOTION (C. Lacroix/R. MacDonald) that the following changes be applied to the application process for the Bachelor of Education (Français langue seconde) program. CARRIED

Admission Requirements

1. Applicants must have completed the requirements for their undergraduate degree from an approved registered university and have the degree conferred before June 30.
2. Applicants must have an overall average of not less than 70% (at least between C+ and B-) computed on the 20 highest grades of the last 22 courses (3 semester hours of credit) ~~for Primary/Elementary (K-6) applicants and no less than 70% (at least between a C+ and B-) across major and minor subject areas for Intermediate/Senior (7-12) applicants.~~ Applicants who have an average of less than 70% may be considered on a case-by-case basis. Graduate study may be taken into consideration for admission requirements.
3. Applicants must have at least 6 semester hours of credit in French or equivalent (at least 3 of which are recommended to be in Composition).
4. Applicants whose first language is not English must also satisfy the UPEI English Language Proficiency requirements.
5. Applicants must pass an oral and written proficiency test in French before admission to the specialization is confirmed.
6. Applicants must have at least 6 hours of credit in Mathematics or Statistics, with either 6 credit hours as part of the undergraduate program OR 3 credit hours as part of the undergraduate program AND ED 422 Math for Teachers taken above and beyond the 20 courses required for the BEd.
7. Applicants must have completed academic courses in subjects taught in the school system which satisfy the requirements for the program level (Primary/Elementary or Intermediate/Senior) into which they seek admission, as follows:

(a) Primary/Elementary (K-6)

1. 6 credit hours in Social Studies ~~(Acadian Studies, Anthropology, Canadian Studies, Economics, Environmental Studies, Geography, Global Studies, History, Indigenous Studies, Law, Philosophy, Political Science, Religious Studies, Sociology, or Diversity and Social Justice Studies)~~ (as listed below);
2. 6 credit hours in Science (as listed below) (3 of which must be a lab-based science); and a
3. course in Developmental Psychology or equivalent.

Note 1: Applicants are strongly encouraged to take Education 213 (Introduction to Education) at UPEI (or equivalent at other universities) prior to beginning the BEd program. ~~A course in Arts or Music will help as well.~~ Courses in Fine Arts or Music will also be considered assets.

(b) Intermediate/Senior (grades 7-12)

Applicants must have appropriate coursework in two defined teachable areas as outlined below:

~~A defined~~ first and second major and minor area in teachable areas*.

1. ~~major:~~ at least 42 credit hours of university coursework in ~~one discipline of a~~ subject field taught in Prince Edward Island secondary schools ~~(e.g. 42 credits of History which is one discipline of the recognized subject field of Social Studies).~~ a first teachable area as listed below; and
2. ~~minor:~~ at least 18 credit hours of university coursework in ~~one discipline in a~~ second subject field taught in Prince Edward Island secondary schools ~~(e.g. 18 credits of Biology which is one discipline of the~~

recognized subject field of Science)–a second teachable area as listed below, preferably in a teachable area different from the first.

NOTE 2: It is preferable but not necessary for applicants to have a major and minor in two different subject fields (e.g. 42 credits in History major and 18 credits in English minor) to be considered for the Intermediate/Senior program.

NOTE 3: Potential applicants with strong backgrounds in other fields of study such as Business are encouraged to contact the Admissions Officer.

*The Faculty presently offers methodology courses that relate to the following majors and minors.

- ◆English;
- ◆Social Studies (includes Acadian Studies, Anthropology, Canadian Studies, Economics, Environmental Studies, Geography, Global Studies, History, Indigenous Studies, Law, Political Science, Sociology, or Diversity and Social Justice Studies). Please note that Sociology and Anthropology can only be accepted as a minor related discipline.;
- ◆Science (includes Chemistry, Biology, Geology/Earth Sciences, Oceanography, Environmental Science, Agriculture, and Physics);
- ◆Mathematics (includes Mathematics, Physics, Statistics, and Computer Science);
- ◆French; and
- ◆Music (offered through the Bachelor of Music Education Program in the Faculty of Arts)

The following courses* relate to teachable areas:

- English (includes Communications, Creative Writing, Drama, Journalism, Linguistics, Media Studies, and Theatre);
- Social Studies (includes Acadian Studies, Anthropology, Canadian Studies, Economics, Environmental Studies, Family Science, Geography, Global Studies, History, Indigenous Studies, Law, Philosophy, Political Science, Religious Studies, Sociology, and Diversity and Social Justice Studies);
- Science (includes Chemistry, Biology, Foods and Nutrition, Forestry, Geology/Earth Sciences, Health Sciences, Kinesiology, Oceanography, Environmental Science, Agriculture, and Physics);
- Mathematics (includes Mathematics, Physics, Statistics, and Computer Science);
- French (includes Communications, Creative Writing, Drama, Journalism, Linguistics, Media Studies, and Theatre); and
- Music (offered through the Bachelor of Music Education program in the Faculty of Arts).

*Courses not listed may be evaluated on a case-by-case basis.

Faculty of Science

Chemistry

MOTION (C. Lacroix/R. Bissessur) that the course number for Chemistry 382 be changed to Chemistry 282 and a modification to the course description be approved as noted. CARRIED

382-282 INTRODUCTION TO SCIENTIFIC RESEARCH

This course introduces students to some of the basic skills required in planning and reporting scientific research. It includes electronic searching of the literature, planning and design of experiments, analysis of experimental data, assessment of experimental error, scientific proof, ethics in research ~~and styles of scientific reports,~~ scientific publications, social media, and scientific presentations.

PREREQUISITE: Chemistry 112

Three lecture hours a week

Computer Science

MOTION (C. Lacroix/S. Opps) that a new course HB 885 Bioinformatics for graduate students be

approved. **CARRIED**

HB 885 Bioinformatics

This course is an introduction to bioinformatics and a practical guide to the analysis of genes and proteins. It will familiarize students with the tools and principles of contemporary bioinformatics. By the end of the course, students will have a working knowledge at the graduate level of a variety of publicly available databases and computational tools important in bioinformatics, and a grasp of the underlying principles that are adequate for them to evaluate and utilize novel techniques as they arise in the future.

PREREQUISITE: Admission to the graduate program and permission of the instructor.

HOURS OF CREDIT: 3

NOTE: No student can be awarded more than one course credit among HB 885, VPM 885, CS 322, and BIO 322.

Physics

MOTION (C. Lacroix/S. Opps) that a new course - Physics 151: Life in the Universe - be approved as proposed. CARRIED

Physics 151: Life in the Universe

Beginning with a history of the evolving scientific thought on Earth's place in the universe, students will learn the fundamental physics and biology concepts necessary to assess what makes a planet and solar system suitable for life. Topics will include current research missions within our solar system, the search for extrasolar planets, the search for extraterrestrial intelligence, and the social implications of discovering life elsewhere.

Three credit-hour lecture

MOTION (C. Lacroix/S. Opps) that a new course - Physics 292: Stars, Galaxies, and the Universe - be approved as proposed. CARRIED

Physics 292: Stars, Galaxies, and the Universe

This course is an introduction to the study of astronomical objects and phenomena. Topics of study include observation of Earth's sky, gravity, light, and its use in astronomical instruments; properties and energy production of our Sun; methods of measuring astronomical distances; the structure, energy, and evolution of stars; interstellar matter and the structure of the Milky Way galaxy; other galaxies; cosmology; and some other related topics of interest.

Note: Credit will not be allowed for Physics 292 if a student has already received credit for Physics 251 or 252.

Pre-requisites and/or Co-requisites

A first-year physics course or permission of the instructor.

Three-credit hour lecture

Motion (C. Lacroix/S. Opps) that the following two courses (Phys 251 and 252) be deleted from the Physics program. CARRIED

~~251 INTRODUCTORY ASTRONOMY I~~

~~This course introduces students to basic astronomical concepts. Specific topics include the history of astronomy; celestial mechanics; charting the sky; time and the calendar; the Earth, Moon and the dynamics of the Earth-Moon system; and the formation and structure of the solar system.~~

~~PREREQUISITE: Grade XII Academic Mathematics or permission of the instructor~~

~~Three hours lecture, field observation to be arranged.~~

~~252 INTRODUCTORY ASTRONOMY II~~

~~This course builds on Physics 251-5 to explore further the universe as a whole. Topics of study include astronomical instruments; properties and energy production of our Sun; methods of measuring stellar distances; the structure,~~

energy and evolution of stars; interstellar matter and the structure of the Milky Way galaxy; other galaxies; cosmology; and some other related topics of interest.

PREREQUISITE: Physics 251 or person of the instructor
Three hours lecture, field observations to be arranged

Master of Applied Health Services Research

MOTION (C. Lacroix/S. Opps) that Dalhousie University in Nova Scotia be deleted from the list of collaborators in the Master of Applied Health Services Research (MAHSR) program as noted in the Overview section for the MAHSR program calendar entry. CARRIED

This program is intended for students who are interested in pursuing a career in health research. By the end of the program, the student will have a demonstrated grounding in scholarly research techniques, experience in the healthcare field through their residency placement, and eight courses in healthcare research.

The Master's Degree in Health Services Research is a collaborative venture of ~~Dalhousie University in Nova Scotia~~, Memorial University of Newfoundland, the University of New Brunswick, and the University of Prince Edward Island. The degree program provides knowledge and skills necessary to tackle complex health policy issues and contribute to the future of health services in Atlantic Canada. The Master's is coordinated through the Atlantic Research Training Centre (ARTC).

MOTION (C. Lacroix/M. Sweeney-Nixon) that the Admission Requirements section for the Master of Applied Health Services Research program be amended to delete the need for students to reside in Atlantic Canada and the preference for selection of students and to make changes to student funding arrangements to coincide with the guaranteed funding policy in the Faculty of Science. CARRIED

Master of Applied Health Services Research

Candidates for admission to the Masters of Applied Health Services Research program must have demonstrated high academic standing and potential for self-directed, sustained research. Normally, the basic requirements are:

1. a Bachelor's degree of four years or a Bachelor's with honours, or equivalent professional degree, from an approved university with a minimum GPA of 3.0 or an average of 75% or higher in the last 20 courses;
2. a brief statement of research and professional interests;
3. a brief statement describing the suitable match between the Masters ~~of Degree in~~ Applied Health Services Research and the applicant's experiences and goals; and
4. three references.

Admission to a graduate course is normally based upon the same requirements as for admission to a graduate program. Admission to advanced courses of instruction or to the privileges of research does not imply admission to candidacy for a higher degree.

Preference for selection is as follows:

1. Applicants from Atlantic Region
2. Applicants from the rest of Canada
3. Applicants from outside Canada

Application for Admission

All documents pertaining to application for admission are to be sent to the Office of the Registrar. Note: The application deadline is April 1.

Application [forms](#) for admission may be obtained from the Office of the Registrar, to which they are to be returned when completed, with the appropriate fee and supporting documentation.

Please click on the following link for [Application Check List](#) for Master of Applied Health Services ~~Research~~.

Transcripts:

Official transcripts or certified copies in duplicate of the applicant's complete undergraduate and graduate (if any) record to date are to be sent to the Office of the Registrar. Applicants from outside North America are strongly urged to attach official statements of the grades obtained and the subject matter included.

Reference Letters:

Letters of reference from two professors ~~familiar with the applicant's work, under at least one of whom the applicant has taken a significant proportion of work,~~ are to be sent by the professors directly to the Office of the Registrar. An acceptable alternative to one such letter is a letter from a Chair or Dean on behalf of the department or Faculty in which the applicant has studied, or from the employer where the applicant has recently been employed.

English Proficiency:

Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by international applicants whose mother tongue is other than English or whose normal language of instruction throughout their education was other than English.

Tests of proficiency, acceptable to the University, and the minimum scores that must be obtained are listed under the "Admission Requirements for All Programs" section of the Calendar. Such students should make arrangements to take the test at least three months before the semester opening date.

Refusal of Admission

Limitations of funds, space, facilities or personnel may make it necessary for the University, at its discretion, to refuse admission to an otherwise acceptable applicant.

Tentative Admission

Tentative Admission may be granted an applicant whose record to date is acceptable but whose application is incomplete. If the documents are satisfactory when received, the student's admission is confirmed. If unsatisfactory, admission is denied.

Admission and Financial Assistance

Only those students who are matched with a research supervisor who can provide the student with funding over the course of the degree (two years) will be admitted to the program. Upon acceptance into the program, every qualifying full-time student receives a grant from the Atlantic Regional Training Centre (ARTC). In addition to covering any costs of the student's research, supervisors will normally cover the costs for students to attending the mandatory Atlantic Regional Training Centre workshops.

When students participate in their research residency, it is anticipated they will receive a monthly stipend, although this is a matter for individual organizations and as such cannot be guaranteed. Students may also apply for funding for their residency through other agencies.

NOTE: ~~To maintain funding, Atlantic Regional Training Centre students are required achieve a grade of "B" or better in all courses. If a student receives a B grade, the course must be successfully repeated. If more than one failing grade is received, funding is withdrawn. Where appropriate, the graduate student regulations of the institution apply.~~

MOTION (C. Lacroix/S. Opps) that the Program Requirements section for the Master of Applied Services Research program be amended to reflect the changes in the Administrative structure of the program and the thesis process. CARRIED

(a) Program Requirements

The following courses were designed and created specifically for the Master of Applied Health Services ~~Research~~.

Compulsory Courses

AHS 601 - Canadian Health System

AHS 602 - Ethical Foundations of Applied Health Research

AHS 603 - Research & Evaluation Design and Methods
AHS 604 - Policy and Decision Making
AHS 605 - Determinants of Health: Healthy Public Policy
AHS 606 - Qualitative and Quantitative Methods
AHS 607 - Knowledge Transfer and Research Uptake
AHS 608 - Advanced Qualitative Methods
AHS 609 - Advanced Quantitative Methods
AHS 610 - Thesis
AHS 611 - Directed Studies

Review of Progress

At the end of each semester, the academic record and progress of each student will be reviewed by the MAHSR Coordinator Children's Health Applied Research Team (CHART). The candidate must maintain an average grade of at least a B standing (see Grades in General Regulations section) in the compulsory courses in order to maintain registration in the program.

(b) GRADES SCHEDULE

INC: A student who fails to complete all components of a course, such as assignments, examinations, and fieldwork, due to circumstances beyond his/her control (such as illness), may, with the permission of the professor and the Dean, be granted an amount of time deemed reasonable for the completion of said components.

If a student does not complete all the components of a course by the agreed-upon date, normally a grade of F shall replace INC on the transcript. The Registrar will advise the Department Chair that the grade of "F" requires a percentage grade for posting on the student transcript. In cases where the component left incomplete was not a requirement for passing the course, and where the student already has earned a passing grade without completing the component, the passing grade shall be submitted and shall replace INC on the transcript.

AUD: an "audited" course (additional courses only) DISC:

discontinued with permission

Seminar courses are graded as letter grades. In the thesis, the work is reported as either satisfactory or unsatisfactory.

(c) The Thesis

Research

Normally, the equivalent of 12 months of continuous study must be devoted to research in fulfillment of the thesis requirement. In order to complete the degree within a reasonable time frame, the research topic should be identified early in the student's program and approved by the students' Thesis Graduate Studies Committee by the second semester of the students' program. Research involving human subjects must be approved by the University's Research Ethics Board Committee.

Thesis Committee

Students will ~~outline-prepare~~ a thesis proposal that outlines the particular area to be investigated. Normally this will happen during the first second-year of the program and ~~will be prepared as part of an advanced qualitative or quantitative methods course~~. An academic defense is required and, in addition, students will make a public presentation of their thesis research to decision-makers.

The thesis committee will include a decision-maker where appropriate, and could include faculty from more than one participating institution. The thesis topic chosen must take into account the research interests of faculty across the three sites, as well as the capacity of the program to provide appropriate research supervision. ~~Student research interests are conditional upon finding an appropriate supervisor and committee members with expertise in the topic of investigation.~~

Thesis

Each candidate for the degree of Master of Applied Health Services Research is required to submit a thesis based upon research conducted under supervision as described in this section of the calendar. The thesis must demonstrate the student's capacity for original and independent research, and should extend the knowledge base in the field under study.

General specifications as to paper, format, order, and binding are available from the Department of Applied Human

~~Sciences Faculty of Education~~. The student should consult frequently with the Supervisor and the Supervisory Committee when preparing the thesis. After the final draft has been read and approved by the members of the Supervisory Committee, four copies must be submitted to the Coordinator of Master of Health Services Research Program ~~Graduate Studies~~ in the Department of Applied Human Sciences for dissemination to members of the Examining Committee. These copies must be submitted no later than four weeks prior to the student's oral defense.

The Master's Examination

The final oral examination, which is devoted chiefly to the defense of the thesis, is a Faculty examination identified as the Master's Examination. Normally, the Examining Committee consists of the two members of the Supervisory Committee, one reader internal to the university, and one reader external to the university, who submits a written report attesting to the quality of the work. The Co-coordinator of the MAHSR program ~~Graduate Studies~~ selects the Examining Committee at the request of the Supervisor and appoints the Chair, and is responsible for notifying the Department of Applied Human Sciences ~~CHART~~ of its composition.

Normally, the final oral examination is open to the public; however, members of the public may question the student only upon the invitation of the Chair of the Examining Committee. The examination is passed and the thesis approved if there is no more than one negative vote; an abstention is considered to be a negative vote. The Co-coordinator of the MAHSR program ~~Graduate Studies~~ is responsible for reporting the result of the examination to the Department of Applied Human Sciences ~~CHART~~. The result is recorded as "Accepted as is," "Accepted after minor revision," "Accepted after substantial revision," or "Unacceptable." The result "Accepted after minor revision" normally entails editorial changes. If the result is "Accepted after substantial revision," the student may be given the opportunity by the Examining Committee to revise the thesis with or without defending again. If the thesis revision is successful, the thesis supervisor is to sign before the thesis is presented to the Masters of Applied Health Services Research (MAHSR) Co-coordinator ~~Graduate Studies Committee~~. Four copies, including one unbound copy, should be presented to the MAHSR Coordinator ~~Graduate Studies Committee~~. If the result is "Unacceptable," the student may be given the opportunity by the Examining Committee to revise the thesis and to defend it again.

Submission of Thesis

When the thesis, in its final form, has been prepared after the final oral examination, the student will bring six unbound copies to the MAHSR Coordinator ~~Co-coordinator of Graduate Studies~~ at least three weeks prior to Convocation.

Each copy must be submitted in a separate folder with the pages numbered and arranged in the appropriate order. The thesis must be free from typographical and other errors. All copies must include the Certificate of Approval signed by the Examination Committee and the members of the Supervisory Committee. Also included must be a brief Abstract and a copy of the circulation waiver and the copying license.

When accepted by the MAHSR Co-coordinator ~~of Graduate Studies~~, one copy will be retained for microfilming and for deposit in the University Library after being bound. A second copy will be provided to the Department of Applied Human Sciences ~~released to CHART~~. A third copy will be released to the student's supervisor and three copies will be released to the student.

Publication

The University requires publication of the thesis in the following manner:

One unbound copy of the thesis is forwarded to Library and Archives Canada, together with an agreement form signed by the candidate authorizing Library and Archives Canada to microfilm the thesis and to make microfilm copies available for sale on request. Library and Archives Canada will film the thesis exactly as it is and will list the thesis in Canadiana as a publication of Library and Archives Canada. A fee is charged by Library and Archives Canada to offset the cost of microfilming.

Library and Archives Canada's Microfilm Agreement form will be sent to the candidate prior to the Master's Examination, to be signed and submitted to the MAHSR Co-coordinator ~~of Graduate Studies~~ immediately after the successful completion of the examination.

The student, in consultation with the Supervisor and the MAHSR Co-coordinator ~~of Graduate Studies~~, shall have the right to request that circulation and/or copying of the thesis in any form be withheld for up to one year.

Circulation and Copying of Thesis

In normal circumstances, as a condition of engaging in graduate study in the University, the author of a thesis grants certain licenses and waivers in respect of the circulation and of copying of the thesis:

- to the University Librarian: a waiver permitting the circulation of the thesis as part of the Library collection;
- to the University: a license to make single copies of the thesis under carefully specified conditions; and
- to Library and Archives Canada: a license to microfilm the thesis under carefully specified conditions.

Copyright Provision

Copies of the thesis shall have on the title page the words, "In partial fulfilment of requirements for the degree of Master of Applied Health Services Research." The international copyright notice, which consists of three elements in the same line—the letter "C" enclosed in a circle; the name of the copyright owner (the student); and the year—should appear as a bottom line on the title page of the thesis.

Retention/Maintenance of Records

In the interests of good scholarly practice and in order to substantiate claims of intellectual property, graduate students should keep complete, dated records of their research. These records may be in the form of bound notebooks, log books, or other documentation, as appropriate to the discipline. Students should also retain copies of significant drafts and notes, and of all material submitted for evaluation, presentation, publication, or by the way of informal contribution to collaborative research projects.

They must also realize that raw data and other research results should remain accessible at all times to all other members of any collaborative research activity.

Unacceptable Thesis

If a candidate is unable to prepare an acceptable thesis, the Supervisory Committee will so report to the MAHSR Co-coordinator ~~Graduate Studies Committee~~ and the Department of Applied Human Sciences CHART (sending to the student a copy of the report).

Transcripts of Records

official transcripts of the student's academic record are available through the Registrar's Office. Transcripts will be sent to other universities, to prospective employers, or to others outside the University only upon formal request by the student.

Other

**MOTION (C. Lacroix/R. MacDonald) that Senate approve the expansion and refining of the number of tests and required scores for Undergraduate and Professional Program Studies.
CARRIED**

Undergraduate English--Language Proficiency Requirements

The language of instruction at the University of Prince Edward Island is English. All academically admissible applicants, regardless of their country of origin or citizenship status, are required to demonstrate competence in the English language prior to undertaking full-time credit studies at the University of Prince Edward Island.

Competence may be demonstrated by any one of the following:

- a. ~~Four~~ Three years of full-time study in English in Canada or in another country where English is a principal language (as recognized by UPEI); evidence of bilingualism (English and another language) is acceptable for those applicants educated in Canada in a language other than English.
- b. Submission of an official test score at or above the acceptable minimum, ~~such as:~~
 - ~~TOEFL (Test of English Language as a Foreign Language),— minimum 550 on paper test; 21 on computerized test; and on internet-based test, total of 80 with minimum of 20 in each category;~~

- MELAB (Michigan English Language Battery), minimum 80;
- IELTS (International English Language Testing System), minimum 6.5;
- CanTEST, minimum 4.5;
- CAEL (Canadian Academic English Language Assessment), 60 with minimum 60 in each band.

<u>Test</u>	<u>Undergraduate (except Nursing, Education, Doctor of Veterinary Medicine & Radiography)</u>	<u>Nursing, Radiography, Doctor of Veterinary Medicine & Education</u>
<u>IELTS</u>	Overall score of 6.5 with 6.5 in writing no other band below 6	Overall score of 7 with 7 in writing and Speaking; 6.5 in reading and listening
<u>TOEFL paper-based test</u>	550 with minimum TWE of 5.5	600 with minimum TWE of 6
<u>TOEFL internet-based test</u>	80 with minimum of 20 in each category	100 with a minimum of 25 in speaking and writing; 22 in reading and listening
<u>MELAB</u>	80	85
<u>Test</u>	<u>Undergraduate (except Nursing, Education, Doctor of Veterinary Medicine & Radiography)</u>	<u>Nursing, Radiography, Doctor of Veterinary Medicine & Education</u>
<u>Pearson Test of English</u>	58	66
<u>Cambridge Advanced English</u>	CAE A-C: 176-184 after Jan 1/15	CAE A: CPE A & B; 185-190 after Jan 1/15
<u>Eiken</u>	Pre-1	1

Applicants without English proficiency test scores, or with scores below the minimum, may be admitted conditionally (NOT available to applicants seeking admission to Nursing, Radiography, Education or Doctor of Veterinary Medicine), and will be assessed by the EAP Coordinator upon arrival. Depending upon the assessment result, students may be placed in either full-time or part-time EAP. Part-time EAP is taken in combination with up to three credit courses. Upon successful completion of EAP, with an final acceptable test score as noted above of 4.5 or higher, these students will be eligible to begin full-time academic studies without conditions related to English language proficiency.

MOTION (C. Lacroix/R. MacDonald) that the minimum English Language Proficiency requirements and acceptable tests used for admission to Graduate programs at UPEI be updated, and a conditional admission option for applicants who do not meet the minimum requirement be included. CARRIED

Admission requirements for All Graduate Programs and for Graduate Student Status

English Language Proficiency

Proficiency is demonstrated by:

- possession of a degree or its academic equivalent from an institution recognized by the University of Prince Edward Island and where the language of instruction is English. Proof that the instruction for the degree was in English may be required and will be confirmed by the UPEI Registrar's Office; or
- a satisfactory score on one of the following approved English language examinations

<u>Test</u>	<u>Regular Offer (all programs except Nursing, Education)</u>	<u>Regular Offer (Nursing, Education only)</u>	<u>Conditional*Offer</u>
IELTS	<u>7 in writing and no band lower than 6.5</u>	<u>7 in writing and speaking; 6.5 in reading and listening</u>	<u>6 in writing and no band lower than 5.5</u>
TOEFL pbt	<u>600 TWE 6</u>	<u>600 with minimum TWE 6</u>	<u>530 TWE 4.5</u>
TOEFL Internet-based test	<u>100 with a minimum of 25 in speaking and writing; 22 in reading and listening</u>	<u>100 with no band lower than 25</u>	<u>75 with no less than 19 in writing and no band lower than 17</u>
MELAB	<u>85 with 3+ in speaking</u>	<u>85 with 3+ in speaking</u>	<u>78 with 3- or above in speaking</u>
CanTEST	<u>5 in Writing with no other band lower than 4.5</u>	<u>5</u>	<u>4</u>
CAEL	<u>70</u>	<u>70</u>	<u>60</u>
PTE	<u>66</u>	<u>66</u>	<u>55</u>
CAE	<u>CAE A and B and CPE A and B</u> <u>185-190 after Jan 1/15</u>	<u>CAE A; CPE A & B;</u> <u>185-190 after Jan 1/15</u>	<u>CAE C</u> <u>169-175 after Jan1/15</u>
Eiken	<u>1</u>	<u>1</u>	<u>Pre-1</u>
CELBAN for Nursing only	<u>Listening 7.5, Reading 6.5, Writing 7; Speaking 7</u>		

Any exam should have been written within the last two years. If not written in the last two years, students should make arrangements to take the test at least three months before the semester opening date.

*Conditional: Students meeting this requirement must participate in the Graduate English Academic Preparation program and satisfy the minimum Unconditional English Language Proficiency requirements before being permitted to enrol in Graduate level courses or participate in Graduate program activity.

ENGLISH PROFICIENCY

Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by international applicants whose mother tongue is ~~other than not~~ English or whose normal language of instruction throughout their education ~~(as recognized by UPEI) was other than not~~ English. Tests of proficiency acceptable to the University, and the minimum scores that must be obtained, are listed under the ~~Admission Requirements for All Programs~~ Admission requirements for All Graduate Programs and for Graduate Student Status section of the Calendar. Such students should make arrangements to take the test at least three months before the semester opening date.

Page 445 - Master of Education

ENGLISH PROFICIENCY

Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by international applicants whose mother tongue is ~~other than not~~ English or whose normal language of instruction throughout their education ~~(as recognized by UPEI) was other than not~~ English. Tests of proficiency acceptable to the University, and the minimum scores that must be obtained, are listed under the ~~Admission Requirements for All Programs~~ Admission requirements for All Graduate Programs and for Graduate Student Status section of the Calendar. Such students should make arrangements to take the test at least three months before the semester opening date.

Page 446 - Master of Arts (Island Studies)

ENGLISH PROFICIENCY

Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by applicants whose mother tongue is not English or whose normal language of instruction throughout their education (as recognized by UPEI) was not English. Tests of proficiency acceptable to the University, and the minimum scores that must be obtained, are listed under the Admission requirements for All Graduate Programs and for Graduate Student Status section of the Calendar. Such students should make arrangements to take the test at least three months before the semester opening date.

Page 447 - Master of Applied Health Services Research

ENGLISH PROFICIENCY

Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by international applicants whose mother tongue is ~~other than not~~ English or whose normal language of instruction throughout their education ~~(as recognized by UPEI) was other than not~~ English. Tests of proficiency acceptable to the University, and the minimum scores that must be obtained, are listed under the ~~Admission Requirements for All Programs~~ Admission requirements for All Graduate Programs and for Graduate Student Status section of the Calendar. Such students should make arrangements to take the test at least three months before the semester opening date.

Page 449-450 - Master of Business Administration

ENGLISH PROFICIENCY

The MBA program is taught in English and it moves quickly, requiring significant reading, writing, presentations, and group effort. Students are expected to be proficient in English when they begin their studies at the University of Prince Edward Island. The University requires that certification of proficiency be presented by international applicants whose mother tongue is not English or whose normal language of instruction throughout their education was other than English.

Competence may be demonstrated by any one of the following:

- Four years of full-time study in English in Canada or in another country where English is a principal language;
- Submission of an official test score at or above the acceptable minimum, including:
- *TOEFL (Test of English Language as a Foreign Language), minimum 580 on paper test; 237 on computerized

- ~~test; and on Internet—based test a total of 88 with minimum of 22 in each category;~~
- ~~*MELAB (Michigan English Language Battery), minimum 85;~~
 - ~~*IELTS (International English Language Testing System), a total of 6.5 with minimum of 7.0 in writing and 6.5 in all other categories;~~
 - ~~*CanTEST, a total of 4.5 with a minimum of 5.0 in writing and 4.5 in all other categories;~~
 - ~~*CAEL (Canadian Academic English Language Assessment), minimum of 70 in writing and a minimum of 60 in all other categories.~~

~~The exam should have been written within the last two years. If not written in the last two years, students should make arrangements to take the test at least three months before the semester opening date.~~

~~Prospective students whose first language is not English must submit a TOEFL with a minimum score of 580 on the paper exam or 237 on the computer-based exam and on internet—based test a total of 88 with a minimum of 22 in each category. The exam should have been written within the last two years. Students should make arrangements to take the test at least three months before the semester opening date.~~

Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by applicants whose mother tongue is not English or whose normal language of instruction throughout their education (as recognized by UPEI) was not English. Tests of proficiency acceptable to the University, and the minimum scores that must be obtained, are listed under the Admission requirements for All Graduate Programs and for Graduate Student Status section of the Calendar. Such students should make arrangements to take the test at least three months before the semester opening date.

Page 451 - PhD Educational Studies

ENGLISH PROFICIENCY

Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by ~~international~~ applicants whose mother tongue is ~~other than not~~ English or whose normal language of instruction throughout their education (as recognized by UPEI) was ~~other than not~~ English. Tests of proficiency acceptable to the University, and the minimum scores that must be obtained, are listed under the ~~Admission Requirements for All Programs~~ Admission requirements for All Graduate Programs and for Graduate Student Status section of the Calendar. Such students should make arrangements to take the test at least three months before the semester opening date. Students whose first language is French may complete the PhD dissertation in Educational Studies in French provided a qualified supervisory Committee can be established at UPEI.

Page 452 - Master of Nursing

ENGLISH PROFICIENCY

~~Applicants whose first language is not English must submit certification of English proficiency by achieving a minimum of 600 on TOEFL, (100 on TOEFL (iBT)) score (or equivalent). Note: Minimum area scores on the iBT TOEFL of 25.~~

Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by ~~international~~ applicants whose mother tongue is ~~other than not~~ English or whose normal language of instruction throughout their education (as recognized by UPEI) was ~~other than not~~ English. Tests of proficiency acceptable to the University and the minimum scores that must be obtained, are listed under the ~~Admission Requirements for All Programs~~ Admission requirements for All Graduate Programs and for Graduate Student Status section of the Calendar. Such students should make arrangements to take the test at least three months before the semester opening date. Students whose first language is French may complete the PhD dissertation in Educational Studies in French provided a qualified supervisory Committee can be established at UPEI.

Page 456 - Description of Graduate Students

Conditional Student: Students who have met all other program admission requirements but have only met the Conditional Student English Language Proficiency requirements, and have been recommended for admission by the appropriate admission committee. Conditional Students must participate in the Graduate English Preparation program and satisfy the minimum Unconditional English Language Proficiency requirement before being permitted to enrol in

Graduate level courses or participate in Graduate program activity.

MOTION (C. Lacroix/R. MacDonald) that Senate approve the creation of a new Calendar entry for the EAP and Graduate EAP programs. CARRIED

English Academic Preparation (EAP)

Undergraduate EAP:

The English Academic Preparation (EAP) Program is an intensive language program for UPEI students who must upgrade their English language proficiency skills as a requirement of their admission to the University. It is designed to enable students to gain academic skills and confidence in English, and successfully transition to university.

Successful completion of EAP is demonstrated through: 1) course work, and 2) the final EAP exam. EAP students must have a passing grade of 60% in their EAP courses and 4.5 or higher in all sections of the final EAP exam to graduate from the program. Students must successfully complete EAP before progressing into second year (see: Academic Regulation #3).

Progress

If a part-time EAP student has not demonstrated improvement of at least one-half a band width (eg: from 3.5-4) after 2 consecutive semesters of study, this unsatisfactory progress will be reported to the Registrar's Office, and credit course status will be reduced.

A full-time EAP student who does not show progress after 2 consecutive semesters of study will not be registered in EAP for the following semester, having failed to meet their condition of admission.

Definitions:

Undergraduate Full-Time EAP: English language program under which a student is not permitted to enrol in any credit courses. Students are engaged in language training only.

Undergraduate Part-Time EAP: English language program under which a student will be enrolled in a combination of EAP and credit courses, as determined by performance in the EAP placement exam (or official English Proficiency test score).

Student Appeals

Students may appeal in writing according to the process outlined in Academic Regulation 12: Other Appeals.

Graduate EAP (GEAP)

The University of Prince Edward Island may extend a conditional offer of admission to a highly-qualified graduate applicant who does not quite meet the minimum English language proficiency requirement set by the graduate program to which the student has applied. A conditional admission allows a student to obtain a study permit (if necessary) and begin their studies in the UPEI Graduate English Academic Preparation program. Upon successful completion of the prescribed terms of study in the Graduate EAP program, the student will proceed directly into the graduate degree program.

To be eligible for participation in the Graduate EAP program, an applicant:

- Must be recommended by the appropriate Graduate Admissions Committee
- Can reasonably be expected to reach the required English proficiency standard for unconditional graduate admission in no more than one year (12 months).
- May not participate in Graduate level courses or participate in Graduate program activity until the minimum (unconditional) English Proficiency requirement has been satisfied through an acceptable assessment test.

The Graduate English Language Preparation (GEAP) program is designed for students coming to graduate studies

whose first language is other than English. To be eligible for admission to GEAP, students must have an English proficiency, demonstrated by means of an accepted test, as outlined in the English Proficiency requirements for Graduate studies. The program begins with an in-depth skills and needs analysis to define an individualized education plan focusing on:

- Advanced Composition: North American convention and academic argumentation to develop clarity, forcefulness, and genre appropriateness
- Scientific Writing: quantitative reasoning and analytical writing, if applicable
- Writing abstracts, conference proposals, and literature review
- Conference presentation requirements and skills
- Academic ethics and responsibilities: case study, debate, problem-based learning, data gathering and reporting, seminar presentation
- Library familiarization: databases, resources, cultural and program norms
- Working with an Academic Mentor and with the Writing Centre
- Online Course Work--if required
- Computer skills updating-- if required

Progress

Students in the GEAP program are expected to satisfy the minimum (unconditional) English Proficiency requirement, through an acceptable assessment test within one year (12 months) of the start of the program. Students who have not met the requirement within the stated time period, may make appeal to the Graduate Admissions Committee for an extension. Appeals will be considered on a case-by-case basis in consultation with appropriate support units.

MEETING MOVED IN CAMERA

IN CAMERA SESSION CONCLUDED

6. Annual Reports

- a) Senate Committee on Enhancement of Teaching (SCENT)
- i) Report on Activities of the Faculty Development Office (FDO)
- The FDO Report was provided to Senators for information. There was discussion about the SCENT committee and C. Lacroix indicated that he met recently with the Committee to review their mandate to ensure they have a clear understanding of what is expected of them. Senators were concerned that the FDO report is not an annual report of SCENT even though the SCENT mandate provides for such a report to come forward to Senate. This should be clarified in future minutes, as well, Senators requested the FDO report come back to Senate dated and with a signature block to state who wrote the report. Also noted in the report and to be updated, is the error in the name of Ann Braithwaite's award.

7. Academic Planning Committee Update

C. Lacroix reported that two very successful public consultation sessions were held in early April. These sessions were held prior to exams to allow students to participate. Two additional sessions will be held on campus following exams. Data continues to be collected which will aid in the preparation of the Academic Plan. A draft document will be ready for the September 2015 Senate meeting.

8. Other Business

1) Sexual Violence Policy Update

C. Lacroix reported he has asked Student Affairs to create a "guidelines" document on how to deal with sexual violence on campus, outlining what we do and what should happen when events occur. This document should complement our Fair Treatment Policy which is currently under review. J. Podger is a member of the AAU Committee which deals with sexual violence on campuses and indicated that AAU is taking a lead on best practices, protocols and procedures for universities. She also indicated that there is a one-day workshop planned for late June which will involve students, Registrars, extended university officials, etc. T. Gordon asked about the Student Code of Conduct Policy and the VPA indicated the policy will be coming forward shortly for approval.

2) Additional Senate Meeting

S. Opps proposed the idea of adding one additional Senate meeting for either late May or early June to allow for completion of any unfinished business. Discussions ensued and either an additional meeting could be scheduled or extra time added to the May Senate meeting. The Steering Committee of Senate will take the matter under advisement. Senators were in agreement

with this approach.

9. **Adjournment**

MOTION (J. Sentance/M. Sweeney-Nixon) to adjourn meeting at 4:18 p.m. **CARRIED**

Respectfully submitted,

Kathleen Kielly
Registrar and Secretary to Senate