

**Minutes of the Second Meeting of Senate**  
**Friday, October 17, 2014**  
**3:00 – 5:00 pm**  
**AVC Rooms 286-287N**

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

President Alaa Abd-El-Aziz thanked everyone for coming and called the meeting to order at 3:10 pm.

**1. Approval of Agenda**

**MOTION (L. Edwards, L. MacArthur) to approve the agenda as presented. CARRIED**

**2. Approval of Minutes – September 19, 2014**

The minutes of the September 19<sup>th</sup> Senate meeting were distributed prior to the meeting. Amendments were required in two areas: M. Sweeney-Nixon requested her abstention from voting be recorded where she was appointed as the Senate Representative to sit on the UPEI Board of Governors; and, under the calendar entry for the new Bachelor of Science in Engineering degree, the listing of Engineering Faculty members was modified. As a result, the following motion was proposed:

**MOTION (T. Gordon, M. Doyle) to approve the minutes of September 19, 2014 as amended. CARRIED**

**3. Business Arising from Minutes**

There was no business arising from the minutes.

**4. President's Report:**

President Abd-El-Aziz informed Senate members that Mr. Linnell Edwards has agreed to an additional one year term as Board of Governors representative on Senate. As well, Travis Speelman was recently elected as a Student Union representative on Senate. The President thanked each of these members for agreeing to serve on Senate.

The President asked Yugin Gong, Institutional Research Officer, to provide a presentation on the AAU 2014-15 Preliminary Survey of Enrolments. Y. Gong presented 4 charts reflecting the Atlantic Universities' Full-Time Enrolments, Part-Time Enrolments, Full-time Plus Part-Time Enrolments and Full-Time Visa Students, Full-Time First-Year PSE Students, and New Transfer Students (Full and Part-Time). UPEI's current full-time undergraduate enrolments are down -0.9% which is a trend in enrolment numbers regionally, recorded as -1.6% in the Maritimes and -1.4% overall in the Atlantic region. Part-time enrolments are down at UPEI (-1.7%) which is a trend also for the Maritimes (-0.7%) and Atlantic regions (-2.8). However, full-time Visa student enrolments are up by 15.1% at UPEI, and up 3.9% and 5.5% in the Maritimes and Atlantic regions respectively. The President thanked Y. Gong for the updated information and indicated that universities are experiencing declines in undergraduate enrolments and this is a general trend across the country. Also, he added that there is an increasing trend to compete for students locally, nationally and internationally. UPEI has done well in this 2014-2015 recruitment season to see that student population grow to 4,404, an increase of 0.4% overall from last year, the increased growth attributed to the increase in graduate students, up 17.2%.

The Vice-Chair, K. Gottschall-Pass, on behalf of the Steering and Nominating Committee of Senate, requested that the Senate meeting planned for Friday, November 14, 2014, be cancelled given that any expected items of business could be dealt with at the upcoming November 28, 2014 meeting of Senate, just two weeks away. Discussion ensued and the following motion was proposed:

**MOTION (K. Gottschall-Pass, D. Buck) to cancel the November 14, 2014, meeting of Senate. CARRIED**

5. **Senate Reports**

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

The Committee brought forward a number of nominees for committees and there being no further nominations from the floor, the following motions were presented:

**MOTION (K. Gottschall-Pass/R. Herbert) that Liz Townshend, Graduate Coordinator, Faculty of Education and Janet Bryenton, Graduate Coordinator, School of Nursing be appointed to serve on the Graduate Studies Advisory Committee. CARRIED**

**MOTION (K. Gottschall-Pass/L. Edwards) that Christine Murray, member of the Faculty of Nursing (3-year term), and Charles Adeyanju, member of the Faculty of Arts (sabbatical replacement for J. Mitchell from July-Dec, 2014) be appointed to serve on the Research Grants Committee. CARRIED**

**MOTION (K. Gottschall-Pass/M. Sweeney-Nixon) that Richard Lemm, member of the Faculty of Arts (replacing J. Magrath on a one-year leave) be appointed to serve on the Senate Academic and Student Discipline Appeals Committee. CARRIED**

**MOTION (K. Gottschall-Pass/M. Sweeney-Nixon) that Melissa Belvadi (Librarian), Larry Hale (Faculty of Science), Lisa Chilton (Faculty of Arts) and Jeff Wichtel (Faculty of Veterinary Medicine) be appointed to serve on the Senate Library Committee. CARRIED**

There were a number of membership renewals and student representatives, brought forward for information, as noted below:

**Research Grants Committee**

***Membership Renewals***

Susan Graham – Faculty member (Business) – renewed for 3 years

Carlo Lavoie – Faculty member (Arts) – renewed for 3 years

Sami Khedhiri – Faculty member (Science) – renewed for 3 years

Pedro Quijon – Faculty member (Science) – renewed for 3 years

**Honorary Degree Committee**

***Membership Renewal***

Kimball Blanchard – Alumni member - renewed for 3 years

***Student representative***

Lucas MacArthur – student

**Senate Committee on the Enhancement of Teaching**

***Student representatives***

Lucas MacArthur – student

Travis Gordon – student

Trent Bacon – graduate student

**Senate Library Committee**

***Student representative***

Travis Gordon – Student

**Graduate Studies Advisory Committee**

***Student representative***

Valerie Campbell – President, Graduate Student Association

**Senate Research Advisory Committee**

***Student representative***

Brittany Jakubiec – graduate student

**New Senate Members**

Board Representative – Linnell Edwards (1 yr term)

Student Representative – Travis Speelman

**b) Senate Academic and Curriculum Report – Second Curriculum Report**

**MOTION (C. Laroix/M. Doyle) that Senate approves the changes to Academic Regulation 12 – Academic Appeals as presented. CARRIED**

**Academic Regulation #12**

**Other Appeals**

Appeals of decisions on academic matters other than grades are to be directed to the Senate Academic and Student Discipline Appeals Committee through the Registrar. All formal appeals must be made in writing, and with supporting documentation, within 15 working days of the student receiving notification of the decision in question. All decisions of the committee shall be final unless appeal is made to the Board of Governors in keeping with the terms of the University Act.

**MOTION (C. Lacroix/R. Lemm) that Senate approves changes to Academic Regulation 17 – Academic Standing as presented. CARRIED**

**Academic Regulation #17**

Appeal: The conditions of academic probation and academic suspension are subject to appeal to the Senate Academic and Student Discipline Appeals Committee.

**School of Business**

**MOTION (C. Lacroix/P. MacAulay) that Senate approves the following change of prerequisite for Business 371**

Prerequisite: • Accounting 221-101, Business 141 and 231

**CARRIED**

**Faculty of Science**

**MOTION (C. Lacroix/D. MacLellan) that Senate approves the change in lecture hours for Engineering 372 – Project-Based Professional Practice I**

Six ~~three~~ lecture hours and three lab hours per week

**CARRIED**

**School of Nursing**

**MOTION (C. Lacroix/R. Herbert) that Senate approves the following change to admission in Master of Nursing**

Prior completion of a Research Methods course, an introductory statistics course, and a course in Nursing Theory, or equivalent, ~~with a minimum grade of 70% in each course~~ is required.

**CARRIED**

At the last Senate meeting, clarification was required on the first day of classes for the Academic Semester of September – December, 2015. Clarification is noted below, with classes commencing on Tuesday, September 8, 2015:

**UPEI Calendar Dates (First Semester)**  
**1<sup>st</sup> Academic Semester – September – December 2015**  
**All programs except Veterinary Medicine**

**September 2015**

~~8 Wednesday~~ **Tuesday** **Classes Begin**  
**18 Friday** **Final Day For Late Registration, For Changing Courses**  
**Or Sections, For Cancellation Of Courses Or Sections,**  
**For Cancellation Of Courses With Full Refund; Final**  
**Day For Payment Of Fees Or Formal Arrangement With**  
**The Accounting Office To Pay Late.**

**c) Senate Scholarships and Awards Committee**

The following new awards were brought to Senate for approval:

**i) MOTION (C. Lacroix/L. Edwards) that Senate approves the following award:**

**Alumni Association Legacy Award**

Inaugural Cycle: 2014/2015

Criteria: This award, valued at \$500, will be granted to a student entering their first year at UPEI (not necessarily their first year in university studies). AVC students and graduate students are also eligible if they are entering UPEI for the first time. The UPEI Alumni Association will adjudicate applications and recommend a recipient for approval by the Senate Scholarships and Awards Committee.

Discussion ensued, and it was agreed that the criteria for this award seemed to be vague. As a result, the motion was tabled until the next meeting of Senate when additional information on the criteria can be provided.

**ii) MOTION (C. Lacroix/R. Lemm) that Senate approves the following award:**

**Dr. Frances Gray Music Award**

Inaugural Cycle: 2015/2016

Criteria: The Dr. Frances Gray Music Award, valued at \$500, will be granted to a returning student who is a deserving music student with outstanding performance ability, and whose calibre would normally allow them to compete in a national competition. Preference will be given to a piano major. The successful recipient will be recommended by the Chair of the UPEI Music Department in consultation with Music Department faculty. **CARRIED**

**6. Academic Planning Group**

Vice-President Academic C.Lacroix outlined the membership of the committee, as follows: Chairs: R. Gilmour and C. Lacroix; Deans R. Herbert, D.Hurnik (Interim), J. Krause, N. Kujundzic, R. MacDonald, and D. MacLellan (Interim); K. Kielly (Registrar); M. Leggott (Librarian); Undergraduate Students T. Gordon, and Amanda Johnston; Graduate Student Luke Poirier; Faculty of Arts C. Ryan and J. Sentance; Faculty of Science R. Bissessur and D. Giberson; School of Business D. Good; School of Nursing V. Foley; AVC S. Dawson; Faculty of Education L. Guo. Research and administrative supports include A. Bird and D. Cormier. The VPA indicated that the Committee has met once and had a very general discussion around the role and mandate of the Academic Planning Group. The Ad-Hoc Curriculum Planning Committee (CPC) report was used as a base to formulate a mandate. Committee members were asked to review a number of materials before the next meeting, including a review of academic plans from other universities. By means of home work, the committee members were asked to prepare for discussion, a “table of contents” which could reflect the various themes expected in an academic plan. Processes to be undertaken, as well as a means to provide updates to Senate, are still under review. The mandate, as provided, is very general at this point and subject to modification as the Committee works through its various meetings. Consultations will be paramount in the development process.

**Minutes – Senate meeting – October 17, 2014**

**General Mandate**

**Overall goal:.**

produce a comprehensive and overarching academic vision for the institution. Our academic plan will highlight the basic principles that define our institution as well as the specific opportunities and challenges facing UPEI, and ultimately focus and support our institutional academic activities. *Adapted from Advisory Report, CPC Committee (August 2014)*

**Guiding principles:**

be informed, inclusive, transparent, creative, and coherent

**Estimated Timeline:**

March 2015 - presentation of Academic Plan to Senate.

**7. Annual Reports**

The following two Annual Reports were provided to Senators for information.

- i) The Senate Committee on Scholarships and Awards Annual Report for Senate 2013-2014 Academic Year, and
- ii) The Annual Report of the Academic Appeals Committee, Academic Year 2013-2014.

**8. Adjournment**

**MOTION** (T, Gordon/L. MacArthur) to adjourn meeting at 3:45 p.m. **CARRIED**

Respectfully submitted,

Kathleen Kielly  
Registrar and Secretary to Senate