

**Minutes of the First Meeting of Senate
Friday, September 19, 2014
3:00 – 5:00 pm
AVC Rooms 286-287N**

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

President Alaa Abd-El-Aziz welcomed new and returning Senators to the first meeting of Senate for the 2014-2015 academic year. Round-table introductions took place. Also, the President recognized the Faculty members and students from Engineering who were in attendance as observers. Welcome to everyone.

1. **Approval of Agenda**
MOTION (D. Buck/M. Sweeney-Nixon) to approve the agenda as presented. **CARRIED**
2. **Approval of Minutes - May 2, 2014**
MOTION (J. Sentance/C.Ryan) to approve the minutes of May 2, 2014, 2014 meeting. **CARRIED**
3. **Business Arising from Minutes**
 - a) **Update on the 2014 Graduating Class**
K. Kielly reported that 1000 graduates were confirmed at the May 2014 meeting of Senate. With the enabling motion approved by the Senate, an additional 13 graduates were added to the 2014 graduating class, as follows: 5 in Arts, 3 in Science, 3 in Business and 2 in Education for a total of 1013. This is the largest graduating class in the history of UPEI.
4. **President's Report:**
President Abd-El-Aziz welcomed faculty, staff and students back to UPEI for this academic year. He stated that there is an increase in registered students from this time last year. The President indicated a report would be sent out later today to the campus detailing the enrollment numbers. This is good news, and reminded Senators that we need to continue our focus on recruitment but equally we need to focus on retention. The President also acknowledged many awards received by our outstanding faculty and students over the academic year and the summer months. Thank you to everyone for your hard work.
5. **Senate Reports**
 - a) **Nominating Committee Report**
S. Opps, Chair of the Nominating Committee, introduced the Report and stated that he would like to amalgamate four committees of Senate into two to allow for better efficiency. He suggested amalgamating the Academic Appeals Committee with the Student Disciplines Appeals Committee, and amalgamating the Senate Nominating Committee with the Senate Steering Committee. Following some discussion, the following motions were proposed:

MOTION #1: (S. Opps/M. Sweeney-Nixon) That Senate approves the amalgamation of the Student Discipline Committee with the Academic Appeals Committee. CARRIED 1 abstention – S. Myers

A question did arise as to the potential of this amalgamation leading to a conflict of interest in some cases and there was discussion concerning this. A number of Senators indicated their support for this combination of committees and felt that the level of expertise and professionalism of the committee members would offset any concerns.

Motion #2: (S. Opps/L. MacArthur) That Senate approves the amalgamation of the Senate Nominating Committee with the Senate Steering Committee. CARRIED 5 abstentions – A. Braithwaite, S. Myers, G. Irvine, L. Chilton and S. St. Hilaire.

Also, S. Opps stressed the need to find additional members on some Senate committees. The newly formed Senate Steering and Nominating Committee will now be charged with populating committees and the Chair thanked S. Opps for all his hard work as the Chair of the Nominating Committee.

As the next nomination was not on the agenda, S. Opps requested Senate approval to place the following motion:

MOTION: (S. Opps/C. Ryan) to allow a nomination be put forward regarding a Senate representative to sit on the UPEI Board of Governors. CARRIED

S. Opps indicated that Marva Sweeney-Nixon has put her name forward as the Senate representative on the UPEI Board of Governors replacing Neb Kujundzic, whose term expired in June, 2014. As per protocol, a call for nominations from the floor was made three times but no additional names came forward. At this point, the following motion was made:

MOTION: (S. Opps/R. MacDonald) that Marva Sweeney-Nixon be appointed as the Senate Representative to sit on the UPEI Board of Governors for a three year term, ending on June 30, 2017. CARRIED Ms. Sweeney-Nixon abstained from voting.

- b) **Academic Planning and Curriculum Committee Report**
i) **First Curriculum Report**

Academic Regulations

MOVED (C. Lacroix/J. Sentance) to clarify a section of academic regulation 17. “Students who entered UPEI prior to September 2013 when the GPA system was introduced, and who maintain continuous registration will be grandfathered under this clause, and not subject to the condition on graduation.” CARRIED.

Faculty of Arts – Diversity and Social Justice Studies, Dept. of Economics and Dept. of Music

- a) **MOVED (C. Lacroix/N. Kujundzic) to change DSJS/SWT 101 to DSJS/WST to 109. CARRIED**
- b) **MOVED (C. Lacroix/N. Kujundzic) to approve changes to Economics Courses CARRIED**
- c) **MOVED (C. Lacroix/N. Kujundzic) to approve changes to the Bachelor of Music Education Program. CARRIED**

School of Business

MOVED (C. Lacroix/J. Krause) to approve changes to Business 468.

CARRIED

Faculty of Education – two motions

a) **MOVED (C. Lacroix/R. MacDonald) to approve changes to admission for Master of Education. CARRIED**

b) **MOVED (C. Lacroix/R. MacDonald) to approve changes for the Bachelor of Education. CARRIED**

Faculty of Science

a) **MOVED (C. Lacroix/D. MacLellan) that the following 10 new courses in the Bachelor of Science in Engineering (Sustainable Design Engineering) be approved as proposed:**

- i) **Engineering 326 (Materials, Mechanics and Manufacturing)**
- ii) **Engineering 327 (Machines and Automatic Control)**
- iii) **Engineering 363 (Thermofluids III with Heat Transfer)**
- iv) **Engineering 371 (Project based professional practice I)**
- v) **Engineering 372 (Project based professional practice II)**
- vi) **Engineering 381 (Systems Engineering)**
- vii) **Engineering 421 (Facilitated Study and Experimental Practice)**
- viii) **Engineering 443 (Technology Management and Entrepreneurship)**
- ix) **Engineering 471 (Project based professional practice III)**
- x) **Engineering 472 (Project based professional practice IV)**

CARRIED

b) **MOVED (C. Lacroix/D. MacLellan) that the calendar entry for the new Bachelor of Science in Engineering (Sustainable Design Engineering) be approved with the removal of Stephen Champion from the list of faculty members. CARRIED**

c) **MOVED (C. Lacroix/D. MacLellan) that the following changes ((prerequisites, course descriptions, name changes) to the courses listed for the Diploma in Engineering be approved as proposed**

a. Prerequisite change

- i. Engineering 121
- ii. Engineering 122
- iii. Engineering 151
- iv. Engineering 225
- v. Engineering 234
- vi. Engineering 235
- vii. Engineering 242
- viii. Engineering 243
- ix. Engineering 252
- x. Engineering 261

- xi. Engineering 262
- b. Course description change
 - i. Engineering 132
 - ii. Engineering 224
- c. Name change and course description change
 - i. Engineering 222
- d. Name change, course description change and prerequisite change
 - i. Engineering 221
- e. Name change and prerequisite change
 - i. Engineering 382
- f. Course description change and prerequisite change
 - i. Engineering 212
 - ii. Engineering 322
- g. Course deletions
 - i. Engineering 111
 - ii. Engineering 392
 - iii. Engineering 441
 - iv. Engineering 442

CARRIED

The Acting Dean of Science acknowledged and thanked the Engineering Faculty members and large number of Engineering students who attended the Senate meeting to show their support for the new Engineering degree. The President thanked Stephen Champion for his hard work on the new Engineering degree proposal and informed Senate of Stephen's new staff position working as industry liaison.

Department of Veterinary Medicine

MOVED (C. Lacroix/S. St. Hilaire) to approve changes to grading for 4th year. CARRIED

Academic Dates

- a) **MOVED (C. Lacroix/J. Sentance) to approve academic dates for 2015-2016.** It was noted that the “Classes Begin” date was incorrectly referenced and should read either the 8th Tuesday or the “9 Wednesday. Clarity on this point is required and an update will come back to Senate at the October meeting. Additional discussion was held around the academic calendar dates, as in previous years, with topics ranging from an earlier commencement date in September, moving the Convocation date, extending the due date for marks to give Faculty more time to mark, removing the student development days, etc. Following the discussion, it was the will of Senate to approve the dates with clarification as referenced above to come back at the October meeting. Also noted, should the need arise, Senate may amend the Academic calendar dates as required. **CARRIED**
- b) **MOVED (C. Lacroix/J. Krause) to approve tentative academic dates 2016-2017. CARRIED**
- c) **MOVED (C. Lacroix/B. Davetian) to approve tentative academic dates 2017-2018. CARRIED**

c) **Scholarships and Awards Committee**

The President indicated that it has come to his attention through a review of the Senate records that all previous UPEI scholarships and awards have come to Senate for information and not approval. According to the terms of reference

for the Committee, the Scholarships and Awards Committee will ‘recommend for approval to Senate the acceptance of new scholarships, bursaries, awards and academic prizes’. In order to address the matter from the historical perspective and on a go-forward basis, the President requested that Senate entertain a motion to continue the conversation.

MOVED (L. MacArthur/D. Buck) that a motion be permitted on the topic of Scholarships and Awards. CARRIED

MOVED (L. MacArthur/D. Buck) to approve all existing scholarships, bursaries, awards, and academic prizes; and in the future, all new scholarships, bursaries, awards and academic prizes be brought to Senate for approval via recommendations from the Senate Committee on Scholarships and Awards. CARRIED

6. Ad Hoc Committee Report

a) Final Report of the Ad Hoc Curriculum Committee Report

C. Lacroix thanked the committee for the report and tabled the report for information. C. Lacroix indicated that the report functions as an advisory document to the Vice President Academic and there are recommendations contained within it, one of which is to create an Academic Planning Group.

b) Academic Planning

The Vice President Academic brought forward a motion for the committee membership and Senators questioned why the committee membership varied from the Final Report recommended structure. Much discussion ensued around the report, recommendations, variations, etc, and Vice President Academic reminded Senators that an advisory document is just that, advisory and changes can and will occur before a final plan is completed. Additional conversation resulted in a friendly amendment to the motion with the following rationale: due to the diversity of the Faculty of Arts and the Faculty of Science, two faculty representatives would be on the committee from each of Arts and Science, along with 1 faculty member from each of the School of Nursing, School of Business, Faculty of Education and the AVC. The following amended motion was proposed:

MOVED (C. Lacroix/D. MacLellan) that the membership of the Academic Planning Group (APG) charged with formulating an Academic Plan will consist of the following members:

- **8 Faculty members - two from Faculty of Arts, two from Faculty of Science, one from Faculty of Education, one from School of Business, one from School of Nursing, and one from AVC (elected by Senate)**
- **6 Deans representing each Faculty/School**
- **2 undergraduate students (from Senate)**
- **1 graduate student (from Senate)**
- **Chief Librarian**
- **Registrar**
- **1 committee support staff for research/administration (non-voting)**

**Chairs: Vice-President Academic
Vice-President Research and Graduate Studies**

CARRIED

An advisory sub-committee of external stakeholders will be struck to provide input into the planning process. The Vice-President Academic and the Vice-President Research and Graduate Studies will configure the sub-committee based upon stakeholders who have various levels of intersection with the University.

The President recommended that this Committee be formulated as soon as possible and meet at least once before the next Senate meeting. The committee will be asked to focus on a mandate, structure and timeline, and report back to Senate for approval at the October meeting.

Owing to the time, the following motion was proposed:

**MOVED (K. Gottschall-Pass/B. Davetian) that the current Senate meeting be extended 15 minutes.
CARRIED**

8. Annual Reports

a) APCC – For Information

C. Lacroix provided the Annual Report of the APCC committee to Senate members for information.

9. Preliminary Enrolment Overview

Y. Gong provided Senate members with a detailed summary of the enrollments to date.

Fall 2014 Preliminary enrolment and course registrations (as of Thursday, September 18) and compared to Fall 2013 (as of Thursday, September 19, 2013)

- 1. Total headcount:** 4,421, slightly up from last year (0.4% or 16 more students). Full-time: 3,953, up by 0.8% (31 more students); Part-time: 468, down by 3.1% (15 fewer students).
- 2. Total undergraduates** in the Arts, Business, Science, Nursing and Unclassified: 3,668, up by 0.1% or 5 more students.
- 3. Total graduate students:** 386, up by 17% (56 more students).
- 4. International students:** 714, up by 17% (102 more students), representing 68 countries/regions and accounting for 16% of total student body.
- 5. Total course registrations: 17,539**, comparable to last year (down by 0.2% or 40 fewer registrations).

The President thanked Yugin for her report and for coming to Senate to provide this updated information.

8. Adjournment

MOTION (L. MacArthur/J. Sentance) to adjourn meeting at 5:17 p.m. CARRIED

Respectfully submitted,

Kathleen Kielly
Registrar and Secretary to Senate