

Minutes of the First Meeting of Senate
Friday, September 18, 2015
3:00 – 5:00 pm
AVC Room 286A & 287N

- Present:** A. Abd-El-Aziz (Chair), R. Bissessur, A. Braithwaite, B. Campbell, A. Carrothers, L. Chilton, J. Doiron, M. Doyle, L. Edwards, N. Etkin, P. Foley, R. Gilmour, K. Gottschall-Pass, S. Graham, G. Keefe, D. Kenny, J. Krause, N.Kujundzic, C. Lacroix, M. Leggott, G. Lindsay, P. MacAulay, J. MacDonald, R. MacDonald, D. MacLellan, S. Myers, J. Preston, J. Rix, C. Ryan, N. Saad, J. Sentance, S. St. Hilaire, K. Teather and S. Wilfeard
- Invited:** Ms. Yuqin Gong
- Regrets:** B. Davetian, G. Conboy, G. Irvine, K. Kielly, S. McConkey, and L. Poirier
- Absent:** C. Parker and J. Podger
- Recorder:** D. MacLean, Administrative Assistant to Senate

President Alaa Abd-El-Aziz called the meeting to order at 3:07 p.m. The President noted that as Kathy Kielly was not present, Kathy Gottschall-Pass would take on the role of Secretary for this meeting.

1. Approval of Agenda
MOTION (L. Edwards/D. Kenny) to approve the agenda as presented. CARRIED

2. Approval of Minutes – May 4, 2015
MOTION (M. Leggott/L. Chilton) to approve the minutes of May 4, 2015. CARRIED

3. Introduction of New Senators
The Vice Chair of Senate, K. Gottschall-Pass, introduced the following new members to the Senate, whose terms are valid to June 30, 2018:

Geoff Lindsay, English Department, Faculty of Arts
Peter Foley, Companion Animals, AVC
Nasser Saad, Math Department, Faculty of Science
Lisa Chilton, History Department, Faculty of Arts
Sophie St. Hillarie, Health Management, AVC
Benet Davetian, Sociology/Anthropology Department, Faculty of Arts

Also noted: Kevin Teather, Biology Department, Faculty of Science is a sabbatical replacement for Michael van den Heuvel and Jo-Ann MacDonald, is the Interim Dean, School of Nursing.

4. Business Arising
 - a. Update on 2015 Graduating Class
The President provided the following update on the final numbers for convocation 2015:
Faculty of Arts 6 more graduates
Faculty of Science 4 more graduates
Faculty of Education 1 more graduate
School of Business 5 more graduates

In May, 2015, 925 students were approved for convocation and through the enabling motion, an additional 16 students were approved for graduation since that time, bringing the total 2015 graduating class to 941 students.

b. Student Code of Conduct

The Student Code of Conduct policy was provided to Senators for information.

5. President’s Report

a. General

President Abd-El-Aziz welcomed everyone to the 2015-2016 Senate year.

b. Preliminary Enrolment Overview

The President provided a preliminary enrolment overview with a total of 4,327 students registered as of September 17, compared to 4,425 at the same time last year. The President shared the following numbers with Senate members:

Faculty of Arts	803 students	-15%
School of Business	681	+2%
Faculty of Science	1299	-3%
School of Nursing	277	-1%
Faculty of Education	67	-11%
AVC	252	-3%
Full Time	3904	-3%
Part-Time	423	+5%
International	795	+11%

c. NSSE 2014 Results – Y. Gong

The President invited Yuqin Gong to present the NSSE results for 2014. She provided a very detailed power point presentation, and stated as is normally the case, universities of a similar size have varying and different standings in certain areas, some ranking higher or lower. Important for UPEI to note, she indicated, is to enhance our support for students. In order to improve our challenges in this area and in other areas, it was suggested that an ad-hoc sub-committee of Senate be formed to review the overall plusses and minuses of the NSEE report. The committee would report back to Senate with an Action Plan, and the full Senate will have an opportunity to discuss the proposals being made.

6. Senate Reports

a. Senate Membership

The Vice-Chair informed Senate members that according to the University Act, the Senate membership should consist of 8 representatives from the Faculty of Arts, all from different departments. We currently have two representatives from the History Department, Sharon Myers and Lisa Chilton, both of whom were elected to the Senate. In order to correct the oversight, there are three faculty members on Senate assigned as “Faculty at Large” and we have the opportunity, with Senate’s approval, to achieve the appropriate balance by appointing Benet Davetian, Sociology/Anthropology, as the Faculty of Arts representative to June 30, 2018 and Lisa Chilton, as the Faculty-at-Large representative to June 30, 2018. The following motion was proposed:

MOTION: (L. Edwards/M. Leggott) to approve for Senate membership, Benet Davetian as the Faculty of Arts representative and Lisa Chilton as the Faculty-at-Large representative, each with a term to June 30, 2018. CARRIED

b. Senate Steering and Nominating Committee Report

In order to replace vacancies on a number of Committees, the following motions were proposed:

i) Board-Senate Liaison Committee (terms to June 30, 2018)

Sophie St. Hilaire, AVC and Lisa Chilton, Faculty of Arts, were nominated and acclaimed.

ii) Honorary Degree Committee (terms to June 30, 2018)

Following a vote on two nominations for the Faculty of Arts representative, Philip Smith and Richard Raiswell, Philip Smith was elected to sit on this committee. Dany MacDonald was acclaimed from the Department of Applied Health Sciences.

iii) Professor Emeritus Committee (terms to June 30, 2018)

Shafiqul Islam, Faculty of Science, and Andy Tasker, AVC, were nominated and acclaimed.

iv) Senate Committee on the Enhancement of Teaching (terms to June 30, 2018)*

Following a vote on two nominations for the Faculty of Arts representative, Anne Braithwaite and Pamela Bastante, Anne Braithwaite was elected. Javier Sanchez, AVC, and Melissa Rossiter, Faculty of Science, were also elected.

Don Desserud, Faculty of Arts, was elected for sabbatical replacement for R. Lemm from July 1 to December 31, 2015.*

v) Senate Research Advisory Committee (terms to June 30, 2018)

Sophie St. Hilaire, AVC, was nominated and acclaimed.

Following a vote on two nominations -Amy Hsiao and Russ Kerr, both from the Faculty of Science - for a sabbatical replacement for Bill Whelan (July 1/15 – June 30/16), Russ Kerr was elected.

vi) Senate Steering and Nominating Committee (term to June 30,2018)

Greg Irvine, Faculty of Arts was nominated and acclaimed.

The following was provided to Senators for information:

Academic Planning & Curriculum Committee

Jo-Ann MacDonald, Interim Dean of Nursing (July 1/15 – June 30/16), replacing Rosemary Herbert

Student Representatives

John Rix

Brittany Jakubiec

Honorary Degree Committee

Student Representatives

Dana Kenny

Nouhad Mourad

Professor Emeritus Committee

Gloria McInnis-Perry replacing Jo-Ann MacDonald from July 1/15 to June 30/16 as Faculty representative from Nursing

Research Grants Committee

Student Representatives

Hannah Gehrels

Senate Academic and Student Discipline Appeals Committee

Student Representatives

Luke Poirier

Jonathan Rix

Senate Committee on the Enhancement of Teaching

Student representatives

Dana Kenny

John Rix, student

Senate Committee on Scholarships and Awards

Student representatives

Nathan Hood

Senate Library Committee

Student representative

Jonathan Rix

Senate Research Advisory Committee

Student representative

Brittany Jakubiec

Sabbatical Replacements on Senate

Kevin Teather, Biology, replacing Michael van den Heuvel who's on sabbatical leave from July 1, 2015 to June 30, 2016

Tracey Doucette, Psychology, replacing Jason Doiron for his sabbatical leave from January 1 to June 30, 2016.

Senate Representatives for UPEI Board of Governors (terms to June 30, 2018)

Gary Conboy, AVC and Lisa Chilton, Faculty of Arts were nominated to sit as Senate representatives on the UPEI Board of Governors for a three-year term. A call for nominations from the floor secured two more nominees – Rabin Bissessur, Faculty of Science and Andrew Carrothers, School of Business. The requirement was for two Senate representatives, so a vote was

deemed necessary. Prior to the vote, Lisa Chilton removed her name from the slate of candidates. The vote resulted in Gary Conboy receiving the highest number of votes, but there was a tie for second place between Rabin Bissessur and Andrew Carrothers. Therefore, a second vote was held and the result was again another tie. It was suggested that an E-vote be carried out next week with the entire Senate membership to secure a second Senate representative for the UPEI Board of Governors. Gary Conboy has been elected as one Senate representative.

6. b) i) **Ratification of E-Vote**

A memo was circulated to Senate members prior to the meeting regarding the Senate Academic and Student Discipline Appeals Committee. Three members on this committee had memberships expire on June 30, 2015 and there was an urgent need to replace these members on this committee as most appeals occur during the summer months. An E-vote was held in June which resulted in populating the committee with three new members. Ratification of this E-vote was required and the following motion was proposed:

MOTION: (K. Gottschall-Pass/J. Sentance) to ratify the E-vote decision to appoint the following three faculty - P. Foley, Faculty of Veterinary Medicine; G. Lindsay, Faculty of Arts; and N. Saad, Faculty of Science - to sit on the Senate Academic and Student Discipline Appeals Committee with a term July 1, 2015 to June 30, 2018. CARRIED

c) **Academic Planning and Curriculum Committee Report**

MOTION: (C. Lacroix/K. Gottschall-Pass) that Senate approve a program proposal for a new program entitled BSc (Honours) Kinesiology in the Faculty of Science. CARRIED

i) **First Curriculum Report**
Faculty of Arts

1. **MOTION (C. Lacroix/R. MacDonald) to approve the change to Arts 401 for an additional cross-listing be approved as proposed: CARRIED**

Arts 401 CAPSTONE IN ARTS

This course for graduating Arts students examines the principles, purpose, and history of a liberal arts education. Students examine the place of the liberal arts outside the university setting and complete a career portfolio.

Cross-listed with English 401

PREREQUISITES: Fourth-year standing in Arts or permission of the instructor

2 – 4

MOTION (C. Lacroix/N. Kujundzic) that the change to the degree requirements for Year 3 of the Bachelor of Music Education be approved as proposed to reflect the changes approved to the Education Program. CARRIED

MOTION (C. Lacroix/N. Kujundzic) that the change to the degree requirements for Years 4 and 5 of the Bachelor of Music Education be approved as proposed to reflect the changes approved to the Education Program. CARRIED

MOTION (C. Lacroix/N. Kujundzic) to approve the calendar descriptions of the music programs offered. CARRIED

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Year III

Bachelor of Music Education
Music 331-332 Major Instrument or Voice 6
~~Music 351 Philosophy of Music Education 2~~
Music 353-354 Elementary Music Education Methods 4
Music Education Elective ~~3~~ 5
Theory/History Electives 6
Arts and/or Science Electives 9
Total 30

Year IV

Bachelor of Music Education

Semester hours of credit
Music 431-432 Major Instrument or Voice 6
Music 453-454 Secondary Music Education Methods 4
Music 462 Teaching Internship I 3
Music Education Elective 3
Music Electives (not from Music Education electives) 6
~~Education 412 Integrated Foundations of Education 3~~

For Primary/Elementary(K-6) – 1 of these 3

Education 402 Meeting the Needs of the Young Learner

OR

Education 411 Learners and Learning

OR

Education 415 Inclusive Classroom 3

For Secondary (7-12) Students: 1 of these 3

Education 417 Meeting the Needs of the Adolescent Learner

OR

Education 411 Learners and Learning

OR

Education 415 Inclusive Classroom 3

Arts and/or Science Electives 6

Total 31

Year V

Bachelor of Music Education

Semester hours of credit
Music 455-456 Conducting 4
Music 464 Teaching Internship II 3
Music Education Electives 10
~~Education 415 The Inclusive Classroom 3~~
Education 431 Differentiated Education 3

1 of these 3:

Education 403 The Arts and Social Transformation

OR

Education 463 Perspectives on Culture and Society

OR

Education 482 Assessment and Evaluation - 3

For Early Year Students:

Education 402 Meeting the Needs of the Young Learner

OR

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~~Education 463 Perspective on Culture and Society in Education 3~~
~~Education 432-433 Language Arts in the Early Years I & II 6~~

~~For Middle Year Students:~~

~~Education 417 Meeting the Needs of the Adolescent Learner~~

~~OR~~

~~Education 463 Perspective on Culture and Society in Education~~

~~OR~~

~~Education 434-435 Language Arts in the Middle Years I & II 3~~

~~Education Subject Methods I & II 6~~

~~For Senior Year Students:~~

~~Education 417 Meeting the Needs of the Adolescent Learner~~

~~OR~~

~~Education 463 Perspective on Culture and Society in Education 3~~

~~Education Subject Methods I & II 6~~

For Elementary (K-6) Students: (1 pair of these)

Education 432/433 Primary/Elementary Languages and Literacies I & II 6

OR

Education 423-428 Primary/Elementary 6

OR

Mathematics I & II 6

OR

Education 454 Primary/Elementary Social Studies) And

One other primary/elementary subject method course 6

For Secondary (7-12) Students: (1 pair of these)

Education 426-427 Intermediate/Senior Mathematics I & II 6

OR

Education 436-437 Intermediate/Senior English I & II 6

OR

Education 446-447 Intermediate/Senior Science I & II 6

OR

Education 456-457 Intermediate/Senior Social Studies I & II 6

OR

Education 476 French Methods I (3) and one other intermediate/senior subject method course 3

OR

Education 486 Didactique du français langue seconde: Une Introduction

And

One other intermediate/senior subject

method course 6

Total 29

BACHELOR OF MUSIC

The Bachelor of Music Program is a four-year program (120 semester hours) designed to provide students with sufficient flexibility to reflect their interests. The first two years are common to the Bachelor of Music Education Program. During years three and four, students may focus on Theory, History, or Applied Music. Upon graduation, students may wish to continue studies at the graduate level in Theory and Composition, Music History, or Performance. Graduation with a Bachelor of Music will not qualify a student for music teacher certification on Prince Edward Island.

BACHELOR OF MUSIC EDUCATION

The Bachelor of Music Education Program is a five-year program (150 semester hours) designed to qualify graduates for the teaching of music as specialists in elementary and secondary school music. Upon the completion of this program, a student will qualify for a Prince Edward Island Teaching Certificate 5. Bachelor of

Music Education students who wish to specialize in grades K-6 are advised, when choosing arts or science electives, to select from a variety of areas. Bachelor of Music Education students who wish to specialize in grades 7-12 are advised, when choosing arts or science electives, to elect an area in which they are prepared to continue at least to the 300 level, to provide them with a second teaching area.

Application Process

At the end of the second year of study, students wishing to complete the Bachelor of Music Education program must submit a letter of application to the Chair of the Music Department outlining why they consider the field of music education to be an appropriate career path, and why they feel they would be good teachers. The music education faculty will interview the applicants to determine their suitability for this program. Students must have an overall average of 70% and a music average of 75% in the second year of study and must maintain those minima in order to continue in the BMusEd program.

~~The Bachelor of Music Education Program is a five-year degree designed to qualify graduates for the teaching of music as specialists in elementary and secondary school music. Upon the completion of this program, a student will qualify for a Prince Edward Island Teaching Certificate 5. Graduates of this program may apply for entrance to a post-degree Bachelor of Education Program at UPEI which, on the basis of a year's advanced standing, can be completed in one year. Bachelor of Music Education students who wish to specialize in the Early Years are advised, when choosing arts or science electives, to select from a variety of areas. Bachelor of Music Education students who wish to specialize in the Middle or Seniors Years are advised, when choosing arts or science electives, to elect an area in which they are prepared to continue at least to the 300-level, to provide them with a second teaching area.~~

BACHELOR OF ARTS WITH A MAJOR IN MUSIC

The BA with a Major in Music Program is a four-year program (120 semester hours) designed for those who wish to study music in a more general Arts curriculum. As a general program, it will not prepare students for teaching music, but will prepare them for further study toward careers such as music librarian, musicology, music publishing, communications media, and sound recording.

5. MOTION (C. Lacroix/D. MacLellan) that the BA Music with a Certificate in Highland Bagpipes be deleted. CARRIED

~~BA MUSIC WITH A CERTIFICATE IN HIGHLAND BAGPIPES~~

~~The Certificate in Highland Bagpipes is designed for students who wish to specialize in the craft and artistry of Highland Bagpiping, within the context of a liberal education. The certificate is awarded only with the concurrent conferral of a Bachelor of Arts with a Major in Music, and upon successful completion of eight courses (Music 107, 108, 207, 208, 307, 308, 407 and 408) of individualized instruction in Highland Bagpipes. In addition to meeting entrance requirements for the Bachelor of Arts with a Major in Music, students seeking admission to the certificate program must successfully complete an audition in Highland Bagpipes at a level equivalent to the Senior Certificate of the Institute of Piping.~~

~~**Year I**~~

- ~~Music 107-108 Highland Bagpipes~~
- ~~Music 113-114 Theory~~
- ~~Music 115 Sight Singing and Dictation~~
- ~~Music 123-124 History~~
- ~~Arts and/or Science Electives (9 semester hours)~~

~~**NOTES:**~~

- ~~(1) Electives: At least two-thirds (2/3) of the non-Music electives must be Arts courses.~~
- ~~(2) Ensemble Requirements: Students are required to take part in Pipe Band (or another ensemble approved by the Piping instructor) for each semester they are in the program. This is equal to a minimum of four full-year ensembles. Unless the ensemble requirement is fulfilled, graduation will be denied.~~

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Year II

Music 207-208 Highland Bagpipes

Music 213-214 Theory

Music 215 Sight Singing and Dictation

Music 223 History

Music Elective (3 semester hours)

Arts and/or Science Electives (9 semester hours)

NOTES: See notes at end of Year I regarding electives and ensembles

Year III

Music 307-308 Highland Bagpipes

Theory/History Electives (see Electives for Music Majors) (6 semester hours)

Music Electives (see Electives for Music Majors) (9 semester hours)

Arts and/or Science Electives (9 semester hours)

NOTES: See notes at end of year I regarding electives and ensembles.

COMMENT: Students may take a maximum of six (6) semester hours credit in Music Education toward the Music electives required for Years III and IV.

Year IV

Music 407-408 Highland Bagpipes (6 semester hours)

Music Electives (15 semester hours)

Arts and/or Science Electives (9 semester hours)

NOTES: See notes at end of Year I regarding electives and ensembles and at the end of Year III regarding Music electives.

6. MOTION (C. Lacroix/D. Kenny) that a new course entitled “Phil 205: Business Ethics” be approved. CARRIED

Phil 205 Business Ethics

Students explore ethical issues specific to business, industry, and professional conduct. Topics range from corporate responsibilities, product and worker safety, ethnicity sensitivity, sexual harassment, advertisement, insider trades, and environmental stewardship. Students become familiar with the ethical issues regarding business, and are equipped with the conceptual tools necessary to respond to moral conflicts sensitively and responsibly.

Three semester hours a week

7. MOTION (C. Lacroix/J. Preston) that a new nursing course for students in the Accelerated BScN be offered that combines N101 and N102 courses. CARRIED

N103 Fundamentals of Nursing Practice

Nursing 103 examines fundamental principles and skills for nursing practice. Students are introduced to Primary Health Care and to the *Prince Edward Island Conceptual Model of Nursing: A Nursing Perspective of Primary Health Care*. Through this theoretical framework, nursing concepts are explored and strategies for nursing care considered. Students are introduced to beginning communication, assessment, and psychomotor skills through active participation in online and onsite lectures, lab and clinical seminar settings. Students have an opportunity to apply theoretical knowledge to clinical practice by partnering with healthy older adults living independently in the community and in long term care settings.

PREREQUISITE(S): Admission to the Accelerated Program and completion of non-nursing required courses.

Semester hours of credit: 9

Hours per week: Lecture: 3 Lab: 2 Other – Clinical Practice: 86 hours total.

8. MOTION (C. Lacroix/J. Preston) to change the title and course description of

N223. CARRIED

~~223 NURSING OF INDIVIDUALS AND FAMILIES IN WELLNESS AND ILLNESS~~
ADULT NURSING: TRANSITIONS IN HEALTH

In this course, the student focuses on the experience of illness and the impact of illness, both acute and chronic, and hospitalization on the hospitalized client-patient. The primary focus is the individual client patient; however, the individual is considered within the context of the family. Each student has clinical rotations working with adults children in a community or hospital setting and adults in a hospital setting who are experiencing an acute episode of illness or an exacerbation of a chronic illness. Students learn to apply the principles of primary health care to nursing practice in the acute care setting.

PREREQUISITES: Four Year Program – Nursing 203, Nursing 213; Accelerated Program – Nursing 213, 245, and admission to the Accelerated Program.

Semester hours of credit: 6

Hours per week; Lecture: 3 Lab/Seminar: 3 Other – Clinical Practice: ~~144~~ 168 hours total

9. MOTION(C. Lacroix/D. MacLellan) to change the grade mode for N310 Integrated Clinical Experience from numerical to Pass/Fail. CARRIED

10. MOTION (C. Lacroix/J. Krause) to modify course changes and sequencing in the Accelerated BScN Program. CARRIED

~~January – mid-February~~

~~● NURS 101 Nature of Nursing~~

~~Mid-February – April~~

~~● NURS 102 Nursing in Health Care~~

January – April

● NURS 103 Fundamentals of Nursing Practice

● NURS 245 Health Assessment

● NURS 232 Introductory Pharmacology

● VBS 212 Pathophysiology for Nursing Students

Mid-April – August

● NURS 213 Nursing of Young Families

NURS 223 ~~Nursing of Individuals and Families in Wellness and Illness~~ Adult Nursing: Transitions in Health

~~NURS 306 Nursing of the Childbearing Family~~

~~*Upon completion of NURS 306X, Students in the accelerated BScN Program merge with the year three BScN student cohort in N323 and remain with this group until NURS 402X.~~

September - December

● NURS 323 Partnerships with Clients and Families Living with Chronic Illness

● NURS 303 Issues in Nursing and Health Care OR

● NURS 304 Nursing Research Methods

● NURS 305 Health Teaching

Second Year Required:

January – April

~~● NURS 305 Health Teaching~~

● NURS 313 Developing Partnerships with Clients in the Community

NURS ~~405~~ 403 Leadership for Health Professionals in a Primary Health Care Context

● NURS 303 Issues in Nursing and Health Care OR

● NURS 304 Nursing Research Methods

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- NURS 306 Nursing of the Childbearing Family

May - June

- NURS 310 Integrated Clinical Experience

July – August

- NURS 402 Advanced Nursing Focus

* Upon completion of NURS 402, students in the accelerated Program merge with year four students in NURS 401 and remain with this group until completion of their program in December.

September - December

- NURS 401 Nursing and Population Health
- NURS 404 Conceptual Models and Nursing Theories

11. **MOTION (C. Lacroix/J. Preston) to move the following changes to the Bachelor of Science in Nursing (BScN) Program admission process: CARRIED**

Bachelor of Science in Nursing

The Bachelor of Science in Nursing (BScN) is a four-year program. Graduates are eligible to write licensure examinations to practice nursing, and to hold membership in the Association of Nurses of Prince Edward Island.

Admission requirements

Academic Requirements

- ~~High School graduate~~

High School Applicant

~~Applicants must have successfully completed Grade 12 in a university preparatory program with an overall average of 70% in the following subjects:~~

- ~~English, Mathematics, Chemistry, Biology and one other academic subject. Applicants must also have a 65% minimum in each of: English, Mathematics, Chemistry and Biology.~~
- A high school applicant must have achieved a mark of at least 65% in each of the following academic courses: English, Mathematics, Chemistry, Biology and one other grade 12 academic course, with an overall average in these courses of at least 70%.

University application Applicant

- Applicants attending or having attended a University must meet the same requirements as listed above but can also complete the course requirements by taking degree level courses. A minimum mark of 60% is required in degree level courses.

Mature student Applicant

- In addition to the general admission requirements for mature students, the following regulations apply: a student of mature years may be admitted to the School of Nursing without fulfilling all the entrance requirements specified for the high school graduates. A mature applicant must have achieved a mark of 65% in each of Grade 12 academic English, Mathematics, Chemistry, and Biology or a mark of 60% for 3 semester hours in the same subjects at the university level.

~~Extracurricular service [submitted on the supplementary application form]~~

Selection criteria

The total number of students admitted will be limited in accordance with facilities and resources, on campus and in the health care agencies, to provide quality education. The criteria serving as the basis for selection of students are listed below in priority ranking:

- ~~Academic achievement;~~
- ~~Extracurricular service and experience related to Nursing~~

Approximately sixty-five (65) seats are available in the four year Nursing Program each year. All students who meet the minimum requirements will be considered. All eligible first year candidates are ranked on their average in Biology, Chemistry, English and Math. University Applicants completing one or more of the core courses listed above will have 10% added to each university course for ranking purposes. University applicants must have a “satisfactory semester” as defined in the UPEI calendar in the semester directly preceding admission to Nursing.

Applicants whose average in Biology, Chemistry, English and Math is 88% and above when final results for first semester grades are obtained, will receive an “Early Offer” of admission. All other applicants will be ranked. The majority of offers will be made by April. Further offers are made in May and July. Applicants deemed as alternates and enrolled in courses are to have all prerequisite courses completed by June 30. Final official transcripts must be received at the Registrar’s Office no later than July 15th. Successful applicants are required to pay a non-refundable tuition deposit, which is applied to their first semester fees.

NOTE: Former UPEI Nursing students who withdrew in good academic standing during First Year may be given priority for re-admission to the program.

CPR, First Aid, Criminal Record and Immunization

~~The School of Nursing requires certification of your CPR (HCP level), First Aid, immunization record, and a certified criminal record and vulnerable sector check from your local law enforcement agency from all students accepted to the Nursing program. Accepted applicants forward this documentation directly to the School of Nursing no later than August 15. (Note: if any of the required documentation is not received by the deadline, this offer may be withdrawn).~~

Application process

Application Deadline is 15 February (must be postmarked by this date). The application and application fee must be received by February 15th. Other documents may follow, but applicants are not considered until all documents have been received. The application package includes the following: ~~Your complete application package should be sent directly to the Registrar’s Office and should include:~~

- A completed undergraduate application Form ([online version](#)) or two-page ([PDF printable version](#))
- \$50 Application Fee (\$75 for International Applicant)
- (a) School of Nursing Supplementary Application Form. Available as [Word](#) or [PDF](#)
- (b) Transfer Supplementary Application (2 pages). Available as [Word](#) or [PDF](#). (Eligible transfer and Holland College Articulated Agreement applicants only)
- A current Curriculum Vitae (resume) if you are a mature student (21 years of age or older)
- Official transcripts are required from each all high school and post-secondary institutions attended, where you have taken a course. If enrolled in courses, transcripts are to be submitted when final results of your current the first semester are available. ~~can be reported.~~ Transfer credits received at another institution will not negate the requirement for original transcripts.
- An official English Language Proficiency Test result (if required).

Submit complete application package (transcripts can follow) to:

The Registrar’s Office

550 University Avenue, Charlottetown, PE C1A 4P3

~~PLEASE NOTE: If you include a second choice, you can be considered for admission to another faculty once a decision has been made regarding your Nursing Application. If you meet the minimum admission requirements for the Nursing program, you will be admissible to the faculty of Science, Business or Arts. Successful applicants are required to pay a non-refundable tuition deposit which goes toward their first semester fees.~~

PLEASE NOTE:

- The School of Nursing requires certification of your CPR (HCP level), First Aid, immunization record, and a certified criminal record and vulnerable sector check from your local law enforcement agency

~~from all students accepted to the Nursing program.~~ Accepted applicants must forward this documentation directly to the School of Nursing no later than August 15. (Note: if any of the required documentation is not received by the deadline, this offer may be withdrawn).

- If a second choice is indicated, applicants will be considered for admission to another faculty when nursing seats have been finalized. If applicants meet the minimum admission requirements for the Nursing program, they will be admissible to the Faculty of Science, School of Business or Arts.
- Letters of recommendation are not required nor accepted.
- After receiving an offer of admission to the BScN, a non-refundable tuition deposit of \$500.00 is required. The deadline for providing this deposit will be stated in the acceptance letter. Extensions to this deadline will not be granted.

Transfer Credit for Licensed Practical Nurses (LPN)

LPNs accepted into the 4 year Nursing program will receive the following transfer credits:

- Graduates from the Holland College LPN program since 2009 may transfer 27 credit hours.
- Graduates from the Holland College LPN program prior to 2009 will receive 9 credit hours of electives.
- Graduates from other LPN programs will receive 9 credit hours of electives with the possibility of further transfer credit upon review of LPN course syllabi
- Any student accepted to the first year of the Nursing program and potentially receiving transfer credit for NURS 101 and NURS 102, will be required to complete a Math competency test before transfer credit is granted.

Holland College Articulated Agreement

Graduates of the Holland College LPN program since 2009 have two options for applying to the BScN program at UPEI.

Option 1 – Admission to 2nd Year of BScN

Admission Criteria

- received at least a 80% average in the LPN program

- have evidence of a strong clinical performance during the LPN program. A letter from a clinical nursing instructor from Holland College documenting clinical performance in the LPN program. The letter is to be sent directly to the Registrar's Office at UPEI.

- have completed academic grade 12 English, Math, Chemistry and Biology (Final high school transcript and upgrades if applicable)

- complete a pre-admission math competency test and receive at least 85%

- have successfully completed the following UPEI courses (or equivalents): Human Anatomy (Bio 121), Human Physiology (Bio 122), Microbiology (VPM 101), Introductory Psychology (Psy 101 & 102).

Potential applicants who have met the admission criteria, with the exception of the five degree level university courses, may complete these courses at UPEI. Special permission from the Chair of Biology is required to enrol in Microbiology (VPM 101). Permission is subject to availability of space in the course.

After completing all the requirements, students applying under the articulated agreement are considered along with transfer applicants for seats available in the 2nd year of the program. Applicants are ranked according to the relative strength of their application. Seats are offered depending upon availability and the applicant rank. There is no guarantee that a seat will be available.

Holland College Articulated Agreement applicants must submit:

- 1) the undergraduate application form and \$50 application fee (\$75 for International applicants)
- 2) official high school and post-secondary transcript(s) for any post-secondary study taken. For those enrolled in courses, arrange to have transcripts sent when 1st semester final results can be reported
- 3) if not currently enrolled (out one semester or more), a resume outlining a list of current activities is required.
- 4) if required, an acceptable English Language Proficiency Test result.
- 5) A letter from a clinical nursing instructor from Holland College documenting clinical performance in the LPN program.

Option 2 – Admission to 1st Year of BScN

The second option is to apply directly to the first year of the 4 year Nursing program. In this case the admission requirements are exactly the same as other applicants applying to the first year of the program. If accepted, students start in the 1st year of Nursing, receive the same transfer credit as under the articulated agreement, but complete the 1st year courses (Psy 101, Psy 102, Bio 121, Bio 122, and VPM 101) that have not yet been taken.

Transfer Applicants

Applicants who wish to transfer must apply by February 15th.

Transfer Applicants currently in a Nursing program, or having completed part of a Nursing program at another university, may apply to transfer to the 2nd or 3rd year of the BScN program. **Applicants cannot be considered until all of the courses (or equivalent courses at another university) required of UPEI 1st year Nursing students have been completed.** Those applicants not able to complete all of the courses required of 1st year UPEI Nursing students **must** apply as a first year student, but if accepted, may receive transfer credit. Students dismissed from a Nursing program as a result of a clinical failure, or students who have failed two Nursing courses, are not eligible to apply as a transfer applicant.

Transfer students must submit:

- 1) the undergraduate application form and \$50 application fee (\$75 for International applicants)
- 2) official post-secondary transcript(s) for any post-secondary study taken. For those enrolled in courses, arrange to have transcripts sent when 1st semester final results can be reported
- 3) if not currently enrolled (out one semester or more), a resume outlining a list of current activities is required.
- 4) a course syllabus for all Nursing courses taken or currently in-progress, including details of any clinical portion
- 5) a letter from the Nursing school where applicant is currently enrolled or has previously attended, which states the applicant is in good academic and clinical standing with no restrictions.
- 6) if required, an acceptable English Language Proficiency Test result

Please Note:

(1) The University of Prince Edward Island nursing program is based on the “PEI Conceptual Model of Primary Health Care”. Students whose previous Nursing program did not include Primary Health Care must apply to the first year of the program. If accepted students may receive transfer credit.

(2) Transfer seats are subject to availability of space in the nursing program.

12. MOTION: (C. Lacroix/J. MacDonald) to revise General Regulations describing Graduate Students, Regular Student. CARRIED

Description of Graduate Students

Regular Student:

~~All Masters students will be enrolled as full-time students for two years (6 semesters). A program fee will be paid over this two-year period in six instalments. If Masters students have not completed all degree requirements within two years, they will continue as full-time students and pay maintenance fees as full-time students until all degree requirements are met.~~

a student who has applied to the MN Program and has been accepted to the Thesis or Nurse Practitioner stream. All MN students will pay program fees in six (6) instalments over a two-year period. After paying six instalments, students will continue to pay a maintenance fee and full student fees each term until all degree requirements are met.

Faculty of Science

13. MOTION: (C.Lacroix/D. MacLellan) that the revisions to the calendar entry for the Bachelor of Science in Biotechnology, originally approved in principle by Senate in November 2014, be approved as modified below based on minor revisions requested from MPHEC in May 2015. CARRIED.

Bachelor of Science in Biotechnology (BBT)

This program combines practical and applied courses provided by the Bioscience Technology diploma program at Holland College with strong theoretical science courses at the University of Prince Edward Island. It is designed for students interested in obtaining a rigorous and broad training in biotechnology, such as gaining experience in research, laboratory procedures and safety, scientific ethics, and regulatory affairs, while increasing access to post-graduate opportunities (e.g. Master's degree programs). Students are provided with foundational science courses as well as senior specialized courses in the life sciences at the university level to complement the strong hands-on technical training acquired during the college diploma program. On-the-job training is provided for all students.

There are 2 paths into this program, so students can either start at Holland College or UPEI, and end up with the same articulated degree. The technical lab-based content is covered at Holland College in the Bioscience Technology diploma program, either during the first two years of the degree (for students who start at Holland College; Path 1) or in year 3 (for students who start at UPEI; Path 2).

Path 1, starting at Holland College ('2+2'): If students have received a Bioscience Technology diploma and achieved a minimum 70% average at Holland College, they are eligible to apply to UPEI for formal entry into the BBT degree program. Once accepted to UPEI, students will undertake a rigorous program of 20 courses, 12 13 of which will be required, 4 3 will be upper level science electives, and 4 will be general electives. Entry to the program is restricted to September of each year and applications must be received at UPEI by June 1st. Once accepted, students are subject to all of the Academic Regulations of the University.

Path 2, starting at UPEI ('2+1+1'): Students apply to start at UPEI in the Faculty of Science directly out of high school, following standard application procedures at UPEI. Once accepted, students undertake one year of science courses similar to a first year biology or chemistry student (8 required courses, 2 electives). Then students apply to Holland College to do the Bioscience Technology diploma program by the deadline of **May 1st**. Once accepted, they complete their second year of science at UPEI (7 required courses, 3 electives), and then one full year at Holland College in the Bioscience Technology diploma program (includes 2 intersessions). Students then finish back at UPEI in their final year (3-4 required courses, 4-3 upper level science electives, 3 general electives).

For students who already have received a Bioscience Technology diploma, the recommended sequence of courses for the **2 years** of Path 1 at UPEI is:

Year 1, Semester 1 at UPEI:

- Bio 221, Cell Biology
- Chem 243, Organic Chemistry for Life Sciences
- Math 112, Calculus for the Managerial, Social, and Life Sciences
- Phys 121, Physics for the Life Sciences I
- One Humanities or General Elective

Year 1, Semester 2 at UPEI:

- One of UPEI 101 or 102 or 103, University studies
- Chem 231, Physical Chemistry I
- Chem 353, Biochemistry
- Phys 122, Physics for the Life Sciences II
- One Humanities or General Elective

Year 2, Semester 1 at UPEI:

- Bio 326, Introduction to Physiology of Cells and Organisms
- Math 221, Introductory Statistics I
- One Science Elective at the 300 level
- One Science Elective at the 400 level
- One Humanities or General Elective

Year 2, Semester 2 at UPEI:

- ~~One of~~ Bio 322, Introduction to Bioinformatics ~~or Bio 323, Genetics II or~~
- Bio 471, Molecular Biotechnology
- Chem 322, Analytical instrumentation
- One Science Elective at the 300 or 400 level
- ~~One Science Elective at the 400 level~~
- One Humanities or General Elective

For students who have not received a Bioscience Technology diploma, the recommended sequence of courses for the **4 years** of Path 2 is:

Year 1, Semester 1 at UPEI:

- Bio 131, Introduction to Cell and Molecular Biology

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Chem 111, General Chemistry I
Math 112, Calculus for the Managerial, Social, and Life Sciences
Phys 121, Physics for the Life Sciences I
One Humanities or General Elective

Year 1, Semester 2 at UPEI:

Bio 132, Introduction to Organisms
Chem 112, General Chemistry II
Phys 122, Physics for the Life Sciences II
One of UPEI 101 or 102 or 103, University studies
One Humanities or General Elective

Year 2, Semester 1 at UPEI:

Bio 221, Cell Biology
Chem 243, Organic Chemistry for Life Sciences
Math 221, Introductory Statistics I
One Science Elective
One Humanities or General Elective

Year 2, Semester 2 at UPEI:

Bio 206, Microbiology
Bio 223, Genetics
Chem 231, Physical Chemistry I
Chem 353, Biochemistry
One Humanities or General Elective

Intersession between years 2 and 3 at Holland College:

Chem 1200, Introduction to Chromatography
Biol 1310, Immunology

Year 3, Semester 1 at Holland College:

Bios 2000, Analytical Techniques in Bioscience
Bios-2100 Industrial Bioproducts: Production and Purification
Biol 2300, Cell Culturing
Biol 2310, Molecular Biology
Math 2000, Calculus
Bios-2300 Research Preparation: Bioscience Technology

Year 3, Semester 2 at Holland College

Bios -2010 Ethics and Professional Practice
Chem-2300 Advanced Biochemistry
Bios -2050 Research Project: Bioscience Technology

Intersession between years 3 and 4 at Holland College:

Bios -2310 Research Project: Bioscience Technology

Year 4, Semester 1 at UPEI:

Bio 326, Introduction to Physiology of Cells and Organisms
One Science Elective at the 300 level
One Science Elective at the 400 level
Two General Electives

Year 4, Semester 2 at UPEI:

~~One of Bio 322, Introduction to Bioinformatics or Bio 323, Genetics II or~~
Bio 471, Molecular Biotechnology
Chem 322, Analytical instrumentation
One Science Elective at the 300 ~~or 400~~ level
~~One Science Elective at the 400 level~~
One General Elective

14. **MOTION: (C. Lacroix/Debbie MacLellan) that the Post-Baccalaureate Program in Computer Science be deleted from the CS website. We are not offering this program and would like this change to be approved as proposed. CARRIED**

~~POST-BACCALAUREATE CERTIFICATE IN VIDEO GAME PROGRAMMING~~

~~The Post-Baccalaureate Certificate in Video Game Programming is intended for students who already possess an undergraduate degree in computer science from an accepted recognized university. Students are required to take a total of 11 courses, all related to video game development. These courses include 2 background undergraduate level courses and 9 '500-level' courses, all but 2 of which are cross-listed with advanced undergraduate level courses, but require an additional portfolio-building project. Upon completion of program, students will possess an in-depth knowledge of video game programming techniques and fundamental tools, development experience in a real-world environment, and a portfolio demonstrating programming proficiency as applied to video game development.~~

~~PROGRAM REQUIREMENTS~~

~~To achieve a Post-Graduate Certificate in Video Game Programming, students must complete the following courses with a minimum mark of 60% in each course and an overall average at the end of each semester of 75%: IT 132, CS 212, CS 501, CS 511, CS 512, CS 523, CS 535, CS 536, CS 562, CS 581, and either CS 584 or CS 585. If a student can demonstrate to the department that they have already received credit (with a minimum mark of 75%) for one or more of these courses, the student may be allowed (solely at the discretion of the department) to complete the requirements of the course by completing a significant portfolio-building project.~~

~~ADMISSION REQUIREMENTS~~

~~To be considered for acceptance, applicants must possess an undergraduate degree in computer science, software engineering, or equivalent from an accepted recognized university with an overall average of 75% in all computer science (or equivalent) courses. Applicants meeting this requirement will be considered according to the Application Process described below.~~

~~ADMISSION PROCESS~~

~~The application deadline is February 1 (must be received by this date). If seats are still~~

available after the applicants meeting the deadline have been considered, the department may review late applications.

Applicants must submit:

- a completed copy of the university's Undergraduate Application Form (including a statement of English Proficiency);
- the relevant application processing fee for an "advanced standing" student (detailed on the Undergraduate Application Form);
- a full transcript of their relevant undergraduate degree (or transcript to date if degree is incomplete);
- three letters of reference.

Letters of reference should address the applicant's academic performance, work ethic and suitability for professional employment. Have each reference submitted directly to the UPEI Registrar's Office, or have your reference given back to you in a sealed envelope with the reference's signature over the seal and submit with your application.

Applications will be ranked according to undergraduate academic performance and provided references. Leading applicants will then be interviewed (via telecommunications technology) by a committee made up of members of the department until the committee is satisfied it has identified a sufficient number of potential students. Acceptance letters, conditional offers, letters indicating that the applicant is on the waiting list, or letters indicating that the application will not be considered at this time, will be issued by the Registrar's Office.

The successful applicant who receives either an unconditional or conditional offer must confirm his/her acceptance in writing and include a deposit of the program fee. This deposit is only refundable in exceptional circumstances and solely at the discretion of the department. This confirmation must be received by the Registrar's Office (for transmittal to the Accounting Office) by the date specified in the letter.

Final official transcripts for students who have either received conditional offers or have been placed on the waiting list must be received by the Registrar's Office by June 15. Questions about this program should be directed to the Department of Computer Science: <http://upei.ca/csit>

15. MOTION: (C. Lacroix/D. MacLellan) that the changes to the description for the following course be approved as proposed: ENGN221 CARRIED

221 DESIGN 3: ENGINEERING PROJECTS I

This course is the first in a two-course sequence, which provides a complete community design experience. In 221, students go through a self-selecting team and project based process in response to request for proposals prepared by community partners. Students are required to research and analyze the client's situation (internal/external) and develop detailed analytical proposals and conceptual design options for their community partner. Concepts are developed into detailed designs and prototypes in **Engineering 222 the Design 4 course**. End of term client presentation are used as hold points and to provide focus and direction for the second term.

PREREQUISITE: Second Year standing and Engineering 122 with a grade of at least 60%
Three hours lecture and three hours lab per week

16. **MOTION: (C. Lacroix/J. Sentance) that the changes to the numbers for the following courses be approved as proposed: ENGN 132 and ENGN 151. CARRIED**

~~131132~~ COMPUTER PROGRAMMING WITH ENGINEERING APPLICATIONS

~~152151~~ ENGINEERING AND THE BIOSPHERE

17. **MOTION: (C. Lacroix/J. Rix) that the changes to the pre-requisites for the following courses be approved as proposed: ENGN 121, 122, 132, 151, 212, 221, 224, 225, 231, 234, 235, 242, 243, 252, 261, 262, 281, 282, 322, 326, 327, 334, 337, 339, 371, 381, 421, 471. CARRIED**

121 ENGINEERING COMMUNICATIONS

PREREQUISITE: Admission to the Engineering Program. ~~Completed or concurrent with Math 191151,~~ Physics 111, and Engineering ~~131151~~ must be completed or taken at least concurrently.

122 ENGINEERING ANALYSIS

PREREQUISITE: Engineering 121 with a grade of at least 60%, Math 191151, and Physics 111, ~~and Engineering 121 with a grade of at least 60%~~

132 COMPUTER PROGRAMMING WITH ENGINEERING APPLICATIONS

PREREQUISITE: Admission to the Engineering Program.~~Engineering 121~~

151 ENGINEERING AND THE BIOSPHERE

PREREQUISITES: Admission to the Engineering Program.~~Concurrent with Engineering 121~~

212 GEOLOGY FOR ENGINEERS

PREREQUISITE: Engineering 152~~Second Year standing and Engineering 122~~

221 ENGINEERING PROJECTS I

PREREQUISITE: ~~Second Year standing and Engineering 122 with a grade of at least 60%,~~ Engineering 131, Engineering 152, Physics 112 and Math 192.

224 INTRODUCTION TO STRUCTURAL ENGINEERING

PREREQUISITE: Engineering 231 ~~or permission of the instructor~~

225 (Formerly 312) MATERIALS SCIENCE

PREREQUISITE: Engineering 122, Chemistry 111 and Math 291~~Math 251 or Math 253~~

231 STRENGTH OF MATERIALS

PREREQUISITE: ~~Physics 112 and Engineering 122 and Math 192~~ or permission of the instructor.

234 ENGINEERING DYNAMICS

PREREQUISITE: Engineering 122, Engineering 131, Engineering 152 and Math 192~~152~~

235 KINEMATICS AND DYNAMICS OF MACHINES

PREREQUISITE: Engineering 234 and Math ~~291~~253

242 FUNDAMENTALS OF ENVIRONMENTAL ENGINEERING

PREREQUISITE: Engineering ~~152~~151 ~~and concurrent with Engineering 262~~

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243 (Formerly 361) ENGINEERING ECONOMICS

PREREQUISITE: ~~Second year standing,~~ Engineering 122, Engineering 131, Engineering 152 and Math 192

252 FUNDAMENTALS OF PROCESS ENGINEERING

PREREQUISITE: ~~Second year standing, Engineering 261, and Math 291253 or concurrent with Math 252~~

261 THERMO FLUIDS I

PREREQUISITE: Engineering 122, Engineering 131 and Engineering 152. Math 291 must be taken at least concurrently and concurrent with Math 251 or 253

262 THERMO FLUIDS II

PREREQUISITE: Engineering 261 and Math 291251 or Math 253

281 ELECTRIC CIRCUITS I

PREREQUISITE: ~~Mathematics 152, Engineering 122, Engineering 131, Engineering 152, Math 192 and Physics 112 or permission of the instructor.~~

282 ELECTRIC CIRCUITS II

PREREQUISITE: Engineering 281 ~~or permission of the instructor.~~

322 ENGINEERING MEASUREMENTS

PREREQUISITE: Admission to the Sustainable Design Engineering Degree Program. Acceptance into Sustainable Engineering degree program

326 MATERIALS, MECHANICS, AND MANUFACTURING

PREREQUISITE: Admission to the Sustainable Design Engineering Degree Program. Admission to sustainable design engineering degree program

327 MACHINES AND AUTOMATIC CONTROL

PREREQUISITE: Engineering 322326

334 INTRODUCTION TO MECHATRONICS ENGINEERING

PREREQUISITES/COREQUISITES: Admission to the Sustainable Design Engineering Degree Program. Admission to Sustainable Design Engineering Degree program

337 MECHATRONIC SYSTEM INTEGRATION AND INTERFACE DESIGN

PREREQUISITES/COREQUISITES: Engineering 334

339 MECHATRONICS COMPUTER-AIDED PRODUCT DEVELOPMENT, MODELLING, AND SIMULATION

PREREQUISITES/COREQUISITES: Engineering 334

371 PROJECT-BASED PROFESSIONAL PRACTICE I

PREREQUISITE: Admission to the Sustainable Design Engineering Degree Program. Admission into sustainable design engineering degree program

381 SYSTEMS ENGINEERING

PREREQUISITE: Admission to the Sustainable Design Engineering Degree Program. Admission to sustainable design engineering degree program

421 FACILITATED STUDY AND EXPERIMENTAL PRACTICE

PREREQUISITE: Engineering 372. Fourth year standing

471 PROJECT-BASED PROFESSIONAL PRACTICE III

PREREQUISITE: Engineering 327, Engineering 363, Engineering 372, and Engineering 382

- 18. MOTION: (C. Lacroix/D. Kenny) that the changes to the titles for the following courses be approved as proposed: ENGN 121, 122, 221, 222, 225 and 243. CARRIED**

121 ~~DESIGN 1:~~ ENGINEERING COMMUNICATIONS

122 ~~DESIGN 2:~~ ENGINEERING ANALYSIS

221 ~~DESIGN 3:~~ ENGINEERING PROJECTS I

222 ~~DESIGN 4:~~ ENGINEERING PROJECTS II

225 (~~Formerly 312~~) MATERIALS SCIENCE

243 (~~Formerly 361~~) ENGINEERING ECONOMICS

- 19. MOTION: (C. Lacroix/J. Sentance) that the required number of work terms for the Physics Co-op Program be changed as presented. CARRIED**

Physics Co-operative Education Program

The Physics Co-op program is an integrated approach to university education which enables students to alternate academic terms on campus with work terms in suitable employment.

The success of such programs is founded on the principle that students are able to apply theoretical knowledge from course studies in the workplace and return to the classroom with practical workplace experience. The Physics Co-op program consists of eight academic terms and a minimum of ~~four~~ three work terms. It is available as an option for students in both the Major and Honours Physics Programs. Students who successfully complete all the requirements of the program will have the notation entered on their transcripts and their degree parchments.

ACADEMIC COURSE REQUIREMENTS

Academic course requirements for the Physics Co-op Major and Physics Co-op Honours are identical to those for the conventional degrees except for the inclusion of the work-term courses as follows: Physics 280, Physics 380, and Physics 480 are required three-semester hour physics courses (these replace three general electives); and Physics 580 is an optional ~~required~~ physics course with no semester-hours of credit awarded. ~~and Physics 680 is an optional physics course with no semester-hours of credit awarded.~~ Students admitted to the co-op program should consult with the department concerning their course selection.

ADMISSION REQUIREMENTS

Students interested in entering the Physics Co-op program should submit a completed application to the Physics Co-op Program Director no later than the fall semester of their second year of study. Early applications are encouraged. Applicants must be full-time students in either a major or the honours physics program, and must have a cumulative average of at least 70% in the required physics courses taken to date. Students will be admitted to the program based on their interest, aptitude, and assessed ability to combine successfully the academic requirements with the work-term requirements of the Physics Co-op program. Students not admitted may reapply at the next opportunity.

CONTINUANCE REQUIREMENTS

Students admitted to the program must continue to be enrolled full-time (except while on work terms). Students are expected to maintain the minimum academic performance as may be specified for the applicable Physics Major or Honours program. Students who fail to meet these standards or who fail a required course will be placed “on notice” for the next academic semester. Students who do not meet these standards for two consecutive academic semesters may be dismissed from the program. Dismissal from, discontinuance of, or failure of a work-term course may result in immediate withdrawal from the Physics Co-op program.

WORK TERM REQUIREMENTS

Satisfactory fulfilment of the work-term component of the Physics Co-op program requires:

1. Successful completion of a minimum of ~~four~~ three work terms (normally no more than two during the summer months) (~~one must be in a fall semester, and one must be in a winter semester~~) in approved, academically-related, paid employment situations of 12 to 16 weeks duration;
2. Fulfilment of other requirements specified by the Department of Physics, such as the participation in seminars and workshops.

Although successful work-term placement is not guaranteed by the University, every reasonable effort is made to assist Physics Co-op students. In the event that a placement outside the University is unsuccessful, the option to complete the work term within the Physics Department will be considered.

20. MOTION: (C. Lacroix/C. Ryan) that Physics 680 be deleted. CARRIED

~~680 CO-OP WORK TERM V~~

~~This course is available only to Physics Co-op students and is the optional fifth work term. Students are required to submit a work term report in the form of a science publication, and present their work during a public presentation. Students are assessed on a pass/fail basis.~~

~~PREREQUISITE: Physics 580~~

~~Semester hours of credit: 0~~

21. MOTION: (C. Lacroix/M. Doyle) that the motion for calendar changes for Radiography admissions be approved as submitted. CARRIED

~~Proposed revision with changes underlined and deletions indicated clearly~~

The highest academic ranked applicants are interviewed for the available seats. Offers of admission are based on results of the interviews well as academic achievement. A minimum score of 50 % must be achieved in the interview to be eligible for admission. Normally, at least twice as many eligible applicants will be interviewed as there are number of seats available. Successful applicants will be notified in writing within two weeks of their interview.

Faculty of Veterinary Medicine

22. MOTION: (C. Lacroix/G. Keefe) To approve new 200 and 300 level Directed Studies elective courses in the Departments of Biomedical Sciences, Companion Animals, Health Management and Pathology and Microbiology as proposed. CARRIED

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VBS 261, VBS 361, VCA 261, VCA 361, VHM 261, VHM 361, VPM 261, VPM 361, Directed Studies
This elective course provides an opportunity for students to participate in intensive research and/or clinical experiential learning opportunities under the supervision of a faculty member. In addition to research and clinical skills, students will also develop leadership and communication skills. This course will be graded Pass/Fail.

Prerequisite/Co-requisite: For 200 level Directed Studies course: Successful completion of year one of the DVM program. For 300 level Directed Studies course: Successful completion of year two of the DVM program.

Semester Credit Hours: Variable. 1, 2, or 3 credit hours

Miscellaneous

23. **MOTION: (C. Lacroix/N. Kujundzic) to approve the tentative Academic Dates for 2016-2017. CARRIED**

UPEI Calendar Dates (First Semester)

1st Academic Semester – **September – December 2016**

All programs except Veterinary Medicine

September 2016

7 Wednesday Classes Begin

16 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.

30 Friday

Last day for discontinuing courses – 60% refund

October 2016

10 Monday Thanksgiving Day. No classes

31 Monday **Final** date to apply to graduate

Last day for discontinuing courses – 40% refund. **No discontinuation after this date.**

November 2016

10 Thursday Student Development Day. No Classes

11 Friday Remembrance Day. No Classes

December 2016

2 Friday Final Day of First Semester Classes. **Deadline** for application for second semester

7-17 (Wed-Sat)

EXAMINATIONS. Note: Please see Academic Regulation #13
No examinations will be held during the period 21 November to 2 December inclusive without the permission of the Chair and appropriate Dean.

21 Wednesday

End of first semester. Course grades to be submitted to Registrar's Office by noon on this date.

60 teaching days

2nd Academic Semester **January – May 2017**

All programs except Veterinary Medicine

January 2017

4 Wednesday Classes Begin

13 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

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31 Tuesday	WITH THE ACCOUNTING OFFICE TO PAY LATE. Last day for discontinuing courses – 60% refund.
February 2017	
20-24(Mon-Fri)	Islander Day and Mid-semester break. No classes
21 Tuesday	Registration begins for SUMMER SESSIONS 2017
27 Monday	Classes resume
28 Tuesday	Last day for discontinuing courses – 40% refund. No discontinuations after this date.
April 2017	
4 Tuesday	Final day of classes
7-21 (Fri-Fri)	EXAMINATIONS. Note: No examinations will be held during the period 21 March to 4 April inclusive without the permission of the Chair and appropriate Dean.
14 Friday	Good Friday. No classes/exams
17 Monday	Easter Monday. No classes/exams
26 Wednesday	End of Second Semester. Course grades for fourth year students to be submitted to the Registrar's Office by noon on this date.
May 2017	
3 Wednesday	Course grades for third year, second year, first year and part-time students to be submitted to Registrar's Office by noon on this date.
13 Saturday	Convocation
15 Monday	First day of classes for Summer Session
30 Tuesday	REGISTRATION begins for September 2017 & January 2018. Students with fourth year standing on May 30, third year on May 31, second year on June 1, all others on June 2..

60 teaching days

SUMMER SESSION DATES 2017

FIRST SUMMER SESSION 2017

FEBRUARY 2017

21 Tuesday **REGISTRATION** begins for Summer Sessions 2017

MAY 2017

15 Monday First Summer Session classes begin

19 Friday Last day to register late for First Summer Session courses; last day to cancel registration for full refund; last day for changing courses or sections; late fee is in effect for First Summer Session courses.

22 Monday Victoria Day – No classes

26 Friday Last day to discontinue from First Summer session courses*

30 Tuesday REGISTRATION begins for September 2017 & January 2018. Students with fourth year standing on May 30, third year on May 31, second year on June 1, all others on June 2.

JUNE 2017

22 Thursday Last day of First Summer Session classes

26-27 (Mon-Tues) Exams for First Summer Session

30 Friday First Summer Session grades must be submitted to Registrar's Office by noon

28 teaching days

SECOND SUMMER SESSION 2017

JULY 2017

4 Tuesday Second Summer Session classes begin

7 Friday Last day to register late for First Summer Session courses; last day to cancel registration for full refund; last day for changing courses or sections; late fee is in

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28 Friday effect for First Summer Session courses.
Last day to discontinue from Second Summer Session courses*

AUGUST 2017

10 Thursday Last day of Second Summer Session classes
14-15 (Mon-Tues) Exams for Second Summer Session courses
21 Monday Second Summer Session grades must be submitted to the Registrar's Office by noon
28 teaching days

***For courses that begin on the dates prior to the regularly scheduled Summer Session dates, and for regularly scheduled summer session courses, please contact the Registrar's Office for refund schedule and late fee schedule.**

Senate Dates for 2016 – 2017

Fridays at 3:00 p.m.

- September 16
- October 14
- November 4
- December 2
- January 13
- February 10
- March 10
- March 31
- May 5

24-25. MOTION: (C. Lacroix/M. Doyle) to approve the tentative Academic Dates for 2017-2018 and 2018-2019. CARRIED

UPEI Calendar Dates (First Semester)
1st Academic Semester – **September – December 2017**
All programs except Veterinary Medicine

September 2017

6 Wednesday Classes Begin

15 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.**

29 Friday Last day for discontinuing courses – 60% refund

October 2017

9 Monday Thanksgiving Day. No classes

31 Tuesday **Final** date to apply to graduate
Last day for discontinuing courses – 40% refund. **No discontinuation after this date.**

November 2017

13 Monday No classes in lieu of Remembrance Day

14 Tuesday Student Development Day. No Classes

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December 2017

1 Friday Final Day of First Semester Classes. **Deadline** for application for second semester

6-16 (Wed-Sun) **EXAMINATIONS. Note:** Please see Academic Regulation #13
No examinations will be held during the period 20 November to 1 December inclusive without the permission of the Chair and appropriate Dean.

20 Wednesday End of first semester. Course grades to be submitted to Registrar's Office by noon on this date.

60 teaching days

2nd Academic Semester **January – May 2018**

All programs except Veterinary Medicine

January 2018

3 Wednesday Classes Begin

12 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.**

31 Wednesday Last day for discontinuing courses – 60% refund.

February 2018

19-23 (Mon-Fri) Islander Day and Mid-semester break. No classes

20 Tuesday **Registration begins for SUMMER SESSIONS 2018**

26 Monday Classes resume

28 Wednesday Last day for discontinuing courses – 40% refund. **No discontinuations after this date.**

March 2018

30 Friday Good Friday. No classes/exams

April 2018

2 Monday Easter Monday. No classes/exams

5 Thursday Final day of classes

10-20 (Tues-Fri) **EXAMINATIONS. Note:** No examinations will be held during the period 22 March to 5 April inclusive without the permission of the Chair and appropriate Dean.

25 Wednesday End of Second Semester. Course grades for fourth year students to be submitted to the Registrar's Office by noon on this date.

May 2018

2 Wednesday Course grades for third year, second year, first year and part-time students to be submitted to Registrar's Office by noon on this date.

12 Saturday **Convocation**

14 Monday First day of classes for Summer Session

29 Tuesday REGISTRATION begins for September 2018 & January 2019. Students with fourth year standing on May 29, third year on May 30, second year on May 31, all others on June 1.

60 teaching days

Minutes – September 18, 2015

FIRST SUMMER SESSION 2018

FEBRUARY 2018

20 Tuesday **REGISTRATION** begins for Summer Sessions 2018

MAY 2018

14 Monday

First Summer Session classes begin

18 Friday

Last day to register late for First Summer Session courses; last day to cancel registration for full refund; last day for changing courses or sections; late fee is in effect for First Summer Session courses.

21 Monday

Victoria Day – No classes

25 Friday

Last day to discontinue from First Summer session courses*

29 Tuesday

REGISTRATION begins for September 2018 & January 2019. Students with fourth year standing on May 29, third year on May 30, second year on May 31, all others on June 1.

JUNE 2018

21 Thursday

Last day of First Summer Session classes

25-26 (Mon-Tues)

Exams for First Summer Session

29 Friday

First Summer Session grades must be submitted to Registrar's Office by noon

28 teaching days

SECOND SUMMER SESSION 2018

JULY 2018

3 Tuesday

Second Summer Session classes begin

6 Friday

Last day to register late for First Summer Session courses; last day to cancel registration for full refund; last day for changing courses or sections; late fee is in effect for First Summer Session courses.

10 Tuesday

REGISTRATION begins for **September 2018 and January 2019**. Students with fourth year standing on July 10; third year on July 11; second year on July 12, all others on July 13

27 Friday

Last day to discontinue from Second Summer Session courses*

AUGUST 2018

9 Thursday

Last day of Second Summer Session classes

13-14 (Mon-Tues)

Exams for Second Summer Session courses

20 Monday

Second Summer Session grades must be submitted to the Registrar's Office by noon

28 teaching days

***For courses that begin on the dates prior to the regularly scheduled Summer Session dates, and for regularly scheduled summer session courses, please contact the Registrar's Office for refund schedule and late fee schedule.**

Senate Dates for 2017 – 2018

Fridays at 3:00 p.m.

- September 15
- October 13
- November 3
- December 1
- January 12
- February 9
- March 9
- April 6
- May 4

Minutes – September 18, 2015

1st Academic Semester – **September – December 2018**

All programs except Veterinary Medicine

September 2018

5 Wednesday

Classes Begin

14 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.

28 Friday

Last day for discontinuing courses – 60% refund

October 2018

8 Monday

Thanksgiving Day. No classes

31 Wednesday

Final date to apply to graduate

Last day for discontinuing courses – 40% refund. **No discontinuation after this date.**

November 2018

12 Monday

No classes in lieu of Remembrance Day

13 Tuesday

Student Development Day. No Classes

30 Friday

Final Day of First Semester Classes. Deadline for application for second semester

December 2018

5-15 (Wed-Sat)

EXAMINATIONS. Note: Please see Academic Regulation #13

No examinations will be held during the period 16 November to 30 November inclusive without the permission of the Chair and appropriate Dean.

19 Wednesday

End of first semester. Course grades to be submitted to Registrar's Office by noon on this date.

60 teaching days

2nd Academic Semester **January – May 2019**

All programs except Veterinary Medicine

January 2019

3 Thursday

Classes Begin

11 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.

31 Thursday

Last day for discontinuing courses – 60% refund

February 2019

18-22 (Mon-Fri)

Islander Day and Mid-semester break. No classes

19 Tuesday

Registration begins for SUMMER SESSIONS 2019

25 Monday

Classes resume

28 Thursday

Last day for discontinuing courses – 40% refund. **No discontinuations after this date.**

April 2019

3 Wednesday

Final day of classes

8-18 (Mon-Thursi)

EXAMINATIONS. Note: No examinations will be held during the period 20 March to 3 April inclusive without the permission of the Chair and appropriate Dean.

19 Friday

Good Friday. No classes/exams

22 Monday

Easter Monday. No classes/exams

24 Wednesday

End of Second Semester. Course grades for fourth year students to be submitted to the Registrar's Office by noon on this date.

May 2019

Minutes – September 18, 2015

1 Wednesday Course grades for third year, second year, first year and part-time students to be submitted to Registrar's Office by noon on this date.

11 Saturday **Convocation**
13 Monday First day of classes for Summer Session
28 Tuesday REGISTRATION begins for September 2019 and January 2020. Students with fourth year standing on May 28; third year on May 29; second year on May 30, all others on May 31

60 teaching days

SUMMER SESSION DATES 2019

FIRST SUMMER SESSION 2019

FEBRUARY 2019

19 Tuesday **REGISTRATION** begins for Summer Sessions 2019

MAY 2019

13 Monday First Summer Session classes begin
17 Friday Last day to register late for First Summer Session courses; last day to cancel registration for full refund; last day for changing courses or sections; late fee is in effect for First Summer Session courses.
20 Monday Victoria Day – No classes
24 Friday Last day to discontinue from First Summer session courses*
28 Tuesday REGISTRATION begins for September 2019 and January 2020. Students with fourth year standing on May 28; third year on May 29; second year on May 30, all others on May 31

JUNE 2019

20 Thursday Last day of First Summer Session classes
24-25 (Mon-Tues) Exams for First Summer Session
28 Friday First Summer Session grades must be submitted to Registrar's Office by noon

28 Teaching Days

SECOND SUMMER SESSION 2019

JULY 2019

2 Tuesday Second Summer Session classes begin
5 Friday Last day to register late for First Summer Session courses; last day to cancel registration for full refund; last day for changing courses or sections; late fee is in effect for First Summer Session courses.
26 Friday Last day to discontinue from Second Summer Session courses*

AUGUST 2019

8 Thursday Last day of Second Summer Session classes
12-13 (Mon-Tues) Exams for Second Summer Session courses
19 Monday Second Summer Session grades must be submitted to the Registrar's Office by noon

28 Teaching Days

***For courses that begin on the dates prior to the regularly scheduled Summer Session dates, and for regularly scheduled summer session courses, please contact the Registrar's Office for refund schedule and late fee schedule.**

Fridays at 3:00 p.m.

- September 14
- October 12
- November 2
- November 30
- January 11
- February 8
- March 8
- April 5
- May 3

26. MOTION: (C. Lacroix/M. Leggott) to approve changes to Academic Regulation #15 Challenge for Credit. CARRIED

Proposed revision with changes underlined and deletions indicated clearly

15. Challenge for credit by examination is available, by permission of the relevant Chair, to people who have been admitted to the University and who believe that they can meet the requirements of a course, under the following conditions:

1. The course(s) for which credit is sought must be among those identified by the relevant academic unit as being open to challenge for credit (challenge for credit does not apply to School of Business Administration and Department of Modern Languages. Departments will hold the list of courses that are eligible to challenge for credit and will send the Registrar's Office the list to have on file. Some departments may have a departmental policy within the department.

2. Only students in "Good" academic standing may challenge a course.

2. 3 No challenge for credit will be accepted when any attempt has been made within the previous ten years to earn credit in the course, or an equivalent course, whether by challenge or otherwise.

3 4, Not more than ten credits (30 semester hours of credit) 4 credits (12 semester hours) towards any degree may be earned by the challenge route.

4 5. Application to the Registrar's Office must be made, and the appropriate non-refundable fee paid, for each course in which examination is sought (see section on "Fees"), at least one month before the start of the examination period or, for examinations to be held in late August or early September, by 15 July. Challenge for credit examinations normally are taken during the scheduled examination periods but, where appropriate, may be taken at a time to be scheduled during late August or early September.

5 6. Challenge for credit examinations are special examinations that test the student on the content of the entire course. They are not necessarily the same as final examinations written by regular students. In certain courses, completion of laboratory/practical components may be required.

6 7. A successful challenge results in a credit on the student's transcript with the notation "P". An unsuccessful challenge is not recorded on the transcript. The grade of "Pass" or "Fail" will be recorded on the transcript.

As it was closing in on 5:00pm, the following motion was proposed:

MOTION: (A. Braithwaite/J. Rix) that the current Senate meeting be extended until 5:15 pm. CARRIED

6. d. **Request to Amalgamate the Research Grants Committee and Senate Research Advisory Committee**

R. Gilmour informed Senate members as to the reasons for requesting that the Research Grants Committee be amalgamated with the Senate Research Advisory Committee. Some discussion took place and the following motion was then proposed:

MOTION: (R. Gilmour/R. MacDonald) that the Research Grants Committee be amalgamated with the Senate Research Advisory Committee as proposed. CARRIED

7. **Academic Planning Group Draft Report**

President Abd-El-Aziz suggested that the Academic Plan be deferred until the next meeting of Senate to allow time to discuss details within the plan. C. Lacroix provided some background on the Committee work which has been done to get the plan to this stage. He thanked Dave Cormier for all his hard work in seeing this document through to this stage. C. Lacroix informed members that an initial survey was conducted in December and good response was received. Public consultations were carried out and significant feedback was secured. A reminder for further feedback will be sent out with a deadline for submissions two weeks prior to the next Senate meeting.

8. **Annual Report (For Information)**

The Senate Academic Planning and Curriculum Committee (APCC) provided Senate members with a copy of the annual report for 2014-2015.

9. **Other Business**

There was no other business to discuss.

10. **Adjournment**

MOTION: (C. Ryan/J. Sentance) moved the meeting be adjourned at 5:11 p.m.

Respectfully Submitted

Kathy Gottschall-Pass
Acting Secretary