

**Special Meeting of Senate**  
**Monday, February 5, 2018**  
**4:00 – 5:00 pm**  
**618 University Avenue**

- Present:** A. Abd-El-Aziz (Chair), R. Bissessur, A. Braithwaite, B. Campbell, L. Chilton, D. Dahn, M. Doyle , P. Drake, N. Etkin, R. Gilmour, K. Gottschall-Pass, L. Heider, G. Irvine, G. Jiwani, R. Kays, J. Krause, S. Lee, G. Lindsay, R. MacDonald, E. MacNeill, T. Mady, R. Morin Chasse, D. Moses, T. Nabuurs, J. Podger, R. Raiswell, C. Ryan, N. Saad, D. Sutton, C. Thorne, and G. Wedlake
- Regrets:** G. Conboy, L. Hammell, A. Hsiao, G. Keefe, G. Lindsay, A. MacFarlane, B. O’Keefe
- Absent:** P. Foley, C. Kamunde, A. Khayyat, R. Raiswell, and M. van den Heuvel
- Recorder:** D. MacLean, Administrative Assistant to Senate

President Alaa Abd-El-Aziz called the meeting to order at 4:05 p.m. and thanked everyone for coming.

The President noted that the Senate Steering and Nominating Committee met and agreed that a special meeting of Senate be called to discuss students who complete the requirements of their degree and wish to attain their parchment at that time. He noted that students are being turned away at the border for not having the official certificate. Previously, a letter would be drafted stating that the student completed the requirements for the degree, and this document would be accepted.

President Abd-El-Aziz noted that other universities have at least two convocations – one in the spring and one in the fall or winter. These convocations help some students but there are still some students who would have to wait 5-6 months to acquire their parchment. Based on the outcome of the Senate Steering and Nominating Committee, there were three options suggested be brought forward to Senate and these are noted below:

- 1) Maintain status quo
- 2) Have a 2<sup>nd</sup> Convocation sometime in January
- 3) Give Senate the power to approve these degrees during regular Senate meetings

Questions arose as to what date would appear on the certificate should senators approve the third option. The President noted that it would be the date of the graduation. It was also noted that students would still have to apply to graduate so process will still be followed. Senate meetings occur in September, October, November, and January, February/March, April, and May. Questions were raised about those students completing their degrees in June or July and having to wait until the September Senate meeting to graduate. President Abd-El-Aziz noted that if

there was a case where the student required the degree before September, Senate would be asked to do so via E-vote.

It was noted that good communication around this issue needs to be issued to students, faculty and staff. As well President Abd-El-Aziz noted that the Registrar will work with her team to ensure we are following proper processes and protocols as advised by our University Counsel. Documents will be revised and then circulated to Senators for information. The President also noted that he would be speaking with the Chancellor and our University Legal Counsel to ensure that these suggested changes still respect the University Act.

After this discussion, the following motion was proposed:

**MOTION (J. Krause/K. Gottschall-Pass) that students who have fulfilled all of their graduation requirements for their respective degrees can apply to receive their graduation certificate at one of the regularly scheduled Senate meetings, and that this issue be a standing agenda item for all Senate meetings in the future. CARRIED**

**Adjournment**

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Donna Sutton  
Secretary of Senate