

**Minutes of the Fourth Meeting of Senate**  
**Friday February 11, 2022**  
**3:00 – 5:00 pm**  
**Alumni Hall and Via Zoom**

**Present:** G. Keefe (Chair), D. Sutton (Secretary to Senate) R. Bissessur , A. Braithwaite, M. Buote, B. Campbell, D. Coll, E. Côté , D. Dahn, R. Dennis, L. Doiron, A. Doyle, N. Etkin, K. Gottschall-Pass, L. Heider, G. Keefe, N. Kujundzic, C. Lavoie, M. LeClair, B. Linkletter, T. Mady, J. MacDonald, A. MacKenzie, S. MacLean, K. Mears, T. Miller, W. Montelpare, J. Moran, D. Moses, C. Murray, M. Murray, J. Perry, W. Peters, J. Podger, R. Raiswell, C. Ryan , J. Spears, J. Stewart, B. Stoughtan, A. Trivett, B. Waterman, S. Zavala, A. Zinck, M. Arfken

**Regrets:** J. McIntyre

**Recorder:** S. O'Connor, M. Arbing

President Keefe called the meeting to order at 3:05 pm. He welcomed everyone and reminded Senators and guests only Senators contribute to discussions unless called upon. He asked each Senator to limit their comments to allow sufficient time for other Senators to contribute.

K. Mears noted there are Senator terms due to expire at the end of June 2022.

D. Sutton confirmed that there will be a separate meeting for the election process on or before February 28<sup>th</sup>.

**1. Approval of Agenda**

**MOTION (L. Doiron /A. MacKenzie) to approve the agenda as presented with a date correction noted. CARRIED.**

**2. Approval of Minutes – November 19, 2021**

President Keefe spoke to the importance of capturing Senator's concerns and questions. Typically, UPEI Senate minutes are not a verbatim recording, however we work diligently to capture the poignant points.

L. Doiron noted that the minutes do not capture the names of the Senators who made statements, as per a recent agreement. He asked that, in future, this agreement be maintained.

**a. MOTION (L. Doiron/B. Montelpare) to approve the minutes of November 19, 2021 as presented noting contrary and abstention Senators for the motion in 5b as requested. CARRIED.**

**b. MOTION (L. Doiron/B. Montelpare) to approve the minutes of December 21, 2021 as presented with a correction to meeting attendees. CARRIED.**

c. **MOTION (L. Doiron/C. Lavoie) to approve the minutes of January 6, 2022 as presented with a correction to meeting attendees. CARRIED.**

d. **MOTION (B. Waterman/C. Murray) to approve the minutes of January 21, 2022 as presented. CARRIED.**

### **3. President's Report**

President Keefe opened with the acknowledgement that UPEI is on the unceded land of the Mi'kmaq Nation, of the Wabanaki Confederacy, in the traditional district of Epekwitk.

The president then addressed the current issue of protests in Ottawa that have been in place since January 29, 2022, as well as the U.S. border blockades, where Canadians are demonstrating against pandemic mandates. He stated that, while the university community reaffirms our commitment to academic freedom and freedom of expression, we are also defenders of democratic structures--- especially when issues are contentious. Because the protests have now gone beyond what might be called simple freedom of expression, we must have the courage to point out racism, xenophobia, and anti-science. We are to support constructive dialogue in an environment of respect.

President Keefe reaffirmed UPEI's priority to support students through their challenges and to continue to put our students first, for example, building relationships with the UPEI Student Union.

The president also shared his appreciation for collaboration with faculty and staff unions.

In terms of UPEI's external community, it has been important for the president to meet with local government leaders, Indigenous groups, academic leaders across Canada, and with the president of Holland College. All meetings have been positive and are creating an atmosphere of collaboration among our many stakeholder communities.

It is also a current priority to build stronger connections with the medical community for our joint medical degree with Memorial University. Local doctors have a tremendous amount to offer us because they have been leaders, leading the country in how they deliver healthcare. Dr. Cathy Vardy from Memorial is our Director of Program Development, and having her onsite will be a huge benefit. We are populating committees with faculty and members of the community.

Things are moving forward with Climate Change and Adaptation, sustainability is vitally important and it's critical to run our campus through a sustainability lens.

The network modernization project is well underway and reaching a final conclusion that will benefit internet connectivity.

The residence and performing arts centre construction are moving forward on schedule.

MPHEC has just published our official numbers from 2020-21. We were up 5.7% in total student numbers. We were up in all categories. We've had a lot of growth in international students over the years, but we specifically saw an increase in PEI, the Maritime provinces and other Canadian provinces.

Progress is being made on the Indigenous file.

It's important to begin to think about how we deliver programming in the fall of 2022. We have to respect the power of Senate to approve changes outside of an emergency situation, but there is room for growth and to learn from the lessons that came through the pandemic.

Andy Trivett congratulated the president on his first Senate update and asked if there is a timeline for

the workplace external survey/study being done as faculty would like to see feedback.

President Keefe agreed that this is an extremely important process. In order to stay at arm's length, UPEI administration does not have contact with the firm and therefore cannot report on an end date.

L. Doiron congratulated President Keefe on his first official report and commented on the secondment of Darren Chaisson to support the medical school and inquired about the location of its new building.

President Keefe indicated that the location of the medical school is a decision that the Board of Governors makes and hopes we will make an announcement soon. The secondment of Mr. Chiasson is a reflection of the Province's commitment to this project. We are pleased that they are giving us this level of support.

C. Ryan thanked the President for his report and inquired about changes to course delivery. She voiced concern about the percentage of courses that may be requested to remain online and how that might interfere with protecting the UPEI brand, which is campus-based.

President Keefe agreed, stating that one of UPEI's incredible strengths is the connection between faculty and students. Pre-pandemic, eleven per cent of UPEI courses were online. Going forward, we will have to be cautious and systematic.

K. Gottschall-Pass added that MPHEC will ask institutions to create a plan specifically for how they intend to manage which programs will go forward with what types of technology.

L. Doiron added that it's important to receive student input regarding this.

President Keefe agreed and added that students are a part of MPHEC and there is a way for them to feed into that process.

#### MEETING MOVED TO IN CAMERA

#### 4. Students Applying to Graduate Before Convocation

The following motions were brought forward by K. Gottschall-Pass and individually seconded by Senators; the 2021 Fall Semester Certificates and Degrees were approved as identified:

**OMNIBUS MOTION (K. Gottschall-Pass/N. Kujundzic) that Senate approve the credentials for the 32 candidates listed as having completed the requirements for the following degrees and/or certificates with the Faculty of Business. CARRIED.**

##### FACULTY OF ARTS

Bachelor of Applied Arts in Journalism	1
Bachelor of Arts	25
Bachelor of Arts - Cooperative Education	1
Bachelor of Integrated Studies	2
Master of Arts	3
<b>TOTAL - Faculty of Arts</b>	<b>32</b>

**OMNIBUS MOTION (K. Gottschall-Pass/T. Mady) that Senate approve the credentials for the 34 candidates listed as having completed the requirements for the following degrees and/or certificates with the Faculty of Business. CARRIED.**

**FACULTY OF BUSINESS**

Certificate in Accounting	1
Certificate in Business	1
Bachelor of Business Administration	24
Bachelor of Business Administration - Cooperative Education	3
Bachelor of Business in Tourism & Hospitality	2
Bachelor of Business in Tourism & Hospitality - Cooperative Education	1
Bachelor of Business Studies	1
Bachelor of Business Studies - Cooperative Education	1
<b>TOTAL - Faculty of Business</b>	<b>34</b>

**OMNIBUS MOTION (K. Gottschall-Pass/T. Miller) that Senate approve the credentials for the 41 candidates listed as having completed the requirements for the following degrees and/or certificates with the Faculty of Education. CARRIED.**

**FACULTY OF EDUCATION**

Certificate in Education Leadership	3
Master of Education	38
<b>TOTAL - Faculty of Education</b>	<b>41</b>

**OMNIBUS MOTION (K. Gottschall-Pass/W. Peters) that Senate approve the credentials for the 2 candidates listed as having completed the requirements for the following degrees and/or certificates with the Faculty of Engineering. CARRIED.**

**FACULTY OF ENGINEERING**

Master of Science in Sustainable Design Engineering	2
<b>TOTAL - Faculty of Engineering</b>	<b>2</b>

**OMNIBUS MOTION (K. Gottschall-Pass/J. MacDonald) that Senate approve the credentials for the 20 candidates listed as having completed the requirements for the following degrees and/or certificates with the Faculty of Nursing. CARRIED.**

**FACULTY OF NURSING**

Bachelor of Science in Nursing	20
<b>TOTAL - Faculty of Nursing</b>	<b>20</b>

**OMNIBUS MOTION (K. Gottschall-Pass/N. Etkin) that Senate approve the credentials for the 27 candidates listed as having completed the requirements for the following degrees and/or certificates with the Faculty of Faculty of Science. CARRIED.**

**FACULTY OF SCIENCE**

Bachelor of Environmental Studies	5
Bachelor of Science	15
Bachelor of Science - Cooperative Education	1
Bachelor of Science Honours	2
Bachelor of Science Honours - Cooperative Education	1

Master of Science	3
<b>TOTAL - Faculty of Science</b>	<b>27</b>

A. Braithwaite suggested that in future agendas, all in camera items be scheduled together.

**MEETING RETURNED TO OPEN SESSION**

**5. Senate Reports**

**a. Academic Planning and Curriculum Committee**

**i. Third Curriculum Report**

**Faculty of Arts**

- 1) MOTION (K. Gottschall-Pass/A. Braithwaite) to have the deletion of Psychology 7206, Biological Interventions, be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 4)
- 2) MOTION (K. Gottschall-Pass/C. Ryan) to have the change in course title and description for Psychology 7204, Advanced Intervention with Adults: Psychodynamic and Related Approaches, be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 5-6)
- 3) MOTION (K. Gottschall-Pass/C. Ryan) to have the changes in the Doctor of Psychology program approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 7-11)
- 4) MOTION (K. Gottschall-Pass/C. Ryan) to adopt the following changes to the Honours Thesis and Admissions. CARRIED**  
(See details on the Curriculum Report Attached – Page 12-13)
- 5) MOTION (K. Gottschall-Pass/N. Kujundzic) to have new course RS 2835 Developments in Early Catholic Thought approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 14-16)
- 6) MOTION (K. Gottschall-Pass/N. Kujundzic) to have new course RS 3770 Death and the Afterlife in the Catholic Tradition approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 17-19)
- 7) MOTION (K. Gottschall-Pass/N. Kujundzic) to have new course RS 3780 Moral Problems and the Catholic Tradition approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 20-22)
- 8) MOTION (K. Gottschall-Pass/N. Kujundzic) to have new course RS 3735 Pleasure and Pain: The Catholic Body approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 23-25)
- 9) MOTION (K. Gottschall-Pass/N. Kujundzic) to update Religious Studies Courses Groups list and the Catholic Studies Minor requirements to reflect new course options. CARRIED**  
(See details on the Curriculum Report Attached – Pages 26-28)

**Faculty of Science**

- 10) **MOTION (K. Gottschall-Pass/N. Etkin) that a new course entitled BIO 3620 Computational Biology be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 30-32)
- 11) **MOTION (K. Gottschall-Pass/N. Etkin) that a new course entitled BIO 3720 Virology be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 33-35)
- 12) **MOTION (K. Gottschall-Pass/N. Etkin) that the labs for BIO 3310 Research Methods and Communications in Biology be replaced with tutorials as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 36)
- 13) **MOTION (K. Gottschall-Pass/N. Etkin) that the course number for BIO 3660 Plant-Animal Interactions be changed to BIO 4660 as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 37)
- 14) **MOTION (K. Gottschall-Pass/N. Etkin) that the course number for BIO 4420 Special Topics in Biology be changed to BIO 4090 as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 38)
- 15) **MOTION (K. Gottschall-Pass/N. Etkin) that the prerequisites for BIO 4030 Development and Stem Cell Biology be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 39)
- 16) **MOTION (K. Gottschall-Pass/N. Etkin) to revise the course description and to remove the cross-listing for ESC 8020 Communications Strategies as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 40)
- 17) **MOTION (K. Gottschall-Pass/N. Etkin) to remove the cross-listing for ESC 8030 Current Issues in Environmental Impact Assessment as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 41)
- 18) **MOTION (K. Gottschall-Pass/N. Etkin) that the required courses for the Biology majors programs be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 42-43)
- 19) **MOTION (K. Gottschall-Pass/N. Etkin) that the required courses for the Biology Honours program be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 44)
- 20) **MOTION (K. Gottschall-Pass/N. Etkin) to revise the Minor in Medical and Biological Physics to add Bio 4020 as an elective course. CARRIED**  
(See details on the Curriculum Report Attached – Pages 45-46)
- 21) **MOTION (K. Gottschall-Pass/N. Etkin) that the updated calendar entry for AMS 2940 Optimization be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 47)

- 22) **MOTION (K. Gottschall-Pass/N. Etkin) that the pre-requisite change for AMS 3770 Combinatorial Optimization be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 48)
- 23) **MOTION (K. Gottschall-Pass/N. Etkin) to have the change in prerequisite and tutorial hours for Stat 1910 Introduction to Probability and Statistics approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 49-50)

**Faculty of Engineering**

- 24) **MOTION (K. Gottschall-Pass/W. Peters) that a new course entitled SDE 8010 Thesis be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 51-53)
- 25) **MOTION (K. Gottschall-Pass/W. Peters) to approve addition of a new calendar entry for the Doctor of Philosophy (PhD) degree in Sustainable Design Engineering as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 54-62)
- 26) **MOTION (K. Gottschall-Pass/W. Peters) that a new calendar entry for Program Regulations for the new Doctor of Philosophy degree (PhD) in Sustainable Design Engineering be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 63-67)
- 27) **MOTION (K. Gottschall-Pass/W. Peters) that a new calendar entry for Admission Requirements for the new Doctor of Philosophy (PhD) degree in Sustainable Design Engineering be approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Page 69)

**Faculty of Indigenous Knowledge, Education, Research and Applied Studies**

- 28) **MOTION (K. Gottschall-Pass/G. Evans) to have new course IKE 1040 Indigenous Teachings of Turtle Island approved as proposed. CARRIED**  
(See details on the Curriculum Report Attached – Pages 71-75)

VP Academic and Research confirmed that we are approving the course, not the mandatory piece. Reference to the course being mandatory will be removed.

G. Evans indicated that existing facilities would be used.

K. Mears noted that this will require more library resources than what are currently in place.

6. **Other Business**

a. **Campus Update**

i. **Winter 2022**

Vice President Academic and Research informed Senators that the CPHO has not yet reported back to UPEI on a change in status for post-secondary institutions in their “Moving On” plan, therefore there is no update for new pandemic guidelines to report at this time.

President Keefe included that there will be a special meeting once this information is available.

L. Doiron shared the importance of keeping in mind the many international students away from PEI that will find it challenging to rent a place for just a few weeks. If this forces faculty to teach hybrid, it creates extra work.

VP Academic Research agreed that this and other issues may need to be considered depending on the parameters that the CPHO will share with the university.

A. Trivett stated that he appreciated the publication of the ventilation report and asked if there is a sense of how close UPEI is moving forward with ventilations changes and rapid testing.

J. Podger shared that all of the areas recommended for HEPA filters are complete and short-term recommendations have either been actioned or are in play.

President Keefe included that testing recommendations will be a question to ask the CPHO.

A. Braithwaite asked if students in residence are being offered refunds.

President Keefe responded that students have been made aware that they have until the February 18, 2022, to make that decision and there is a process in place to be refunded.

#### **MEETING MOVED TO IN CAMERA**

#### **MEETING RETURNED TO OPEN SESSION**

##### **b. Quality Assurance**

Vice President Academic and Research provided an update on the quality assurance process that has been taking place over last two years. Internal quality assurance reviews for over 10 programs have been performed with several others planned for 2023 and 2024. Thank you to everyone who has participated so far. This is a very important process that have included 24 external experts from across the country. A detailed report will be added as an addendum to the minutes. This report outlines the Quality Assurance reviews for 2020-21 and 2021-22 academic years.

A. Braithwaite mentioned that she appreciated this report for her program and asked if the recommendations go to Senate.

K. Gottschall-Pass commented that this was a great question and added that there is currently no mechanism in place by which recommendations are brought to Senate. We've been working on revising the policy for quality assurance and would like to incorporate this step because it's a key process and many other institutions bring recommendations to Senate for conversation and approval.

## **7. Adjournment**

**Motion (T. Miller) that the meeting be adjourned at 4:53 p.m. CARRIED.**

Respectfully submitted,  
Donna Sutton  
Secretary of Senate

## Appendix

### **Update on UPEI Quality Assurance Process and Reviews February 2022**

APCC is the Senate Committee with overall responsibility for implementing Senate's policy on Quality Management of Academic Units. This policy outlines the need for University program reviews on an ongoing and regular 7 year cycle for the purpose of:

- encouraging reflection on the mission of the unit and achievement of that mission;
- encouraging planning and identification of strategic directions;
- improving teaching, research and service;
- promoting accountability within the framework of University autonomy; and
- informing society about the activities of the University and its academic units.

The role of the VPAR Office in quality assurance is to support the VPAR in their role as Chair of APCC. This includes:

- to track quality management of academic programs/departments as outlined within UPEI Senate policy and as applicable to MPHEC in its role of quality assurance for regional universities;
- to communicate the need for timely quality assurance reviews as outlined by the Senate policy to Deans;
- to provide departmental profiles and student survey data for each internal quality assurance review;
- to approve (in conjunction with Deans) external reviewers as per UPEI Senate guidelines taking into consideration MPHEC guidance;
- to assist in facilitating site visits; and
- to ensure appropriate APCC and Senate reporting on internal quality assurance of academic programs/departments.

In addition to various elements outlined with the UPEI Senate policy and related guidelines, Deans are responsible for:

- ensuring quality reviews take place in a timely manner within their respective review cycle timeframe;
- encouraging reviews to be undertaken with a student-centered focus on quality of education and experience; and
- working with colleagues to develop action plans that respond to reviewers' recommendations for continual improvement.

### **Accredited Programs**

- accreditation processes and reports may substitute the faculty/program need for self-study and external review within the quality assurance review process; and
- however, accreditation reports are required to be shared/communicated internally to VPAR to ensure there are no gaps in internal quality assurance processes, and for communication of accreditation report results to MPHEC.

### **Current Policy and Guidelines**

- UPEI's policy and guidelines are out of date (2018);
- a review has been completed; and
- a draft of the updated policy and guidelines will be provided to APCC for review and input by in the near future.

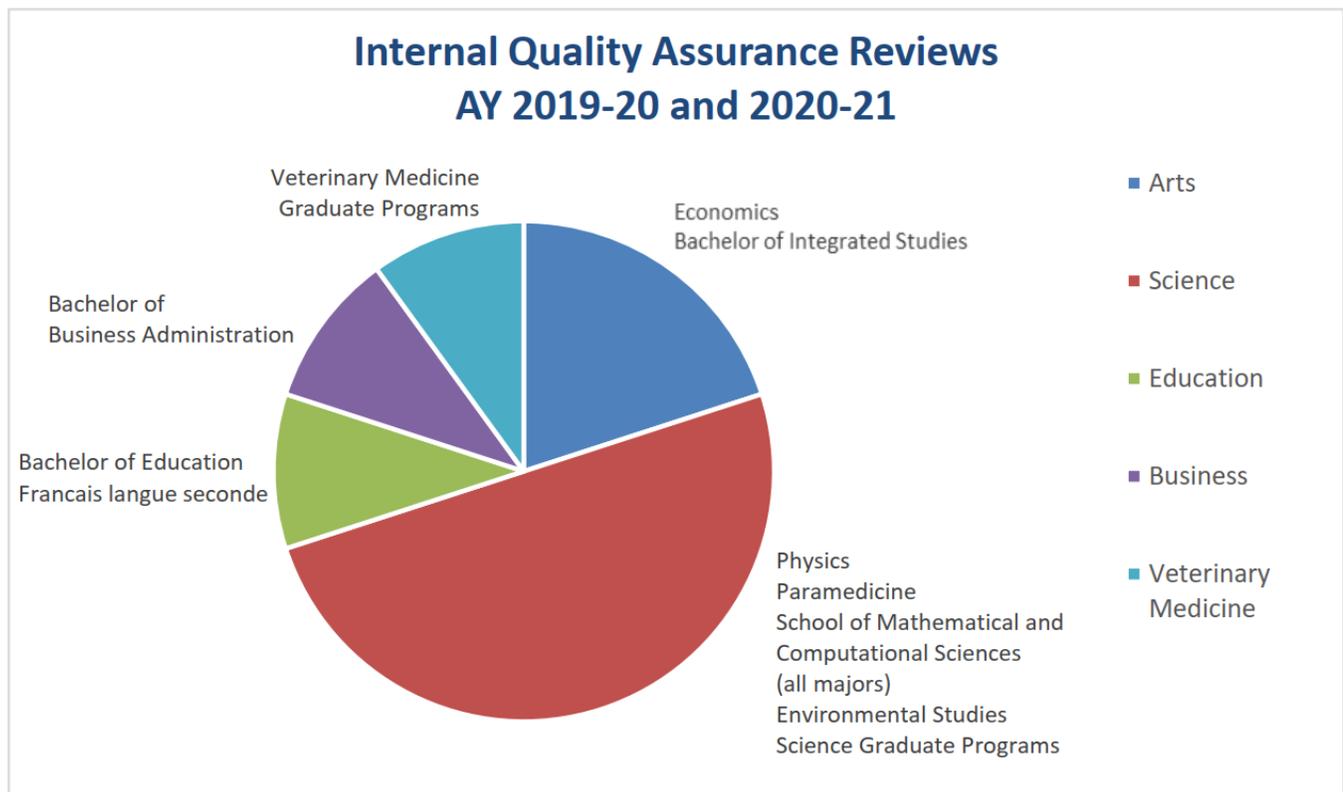
### MPHEC Quality Assurance Requirements

- alignment is needed between UPEI’s quality assurance framework and MPHEC’s 2016 guidelines;
- some universities in the region have completed this alignment, others are in the process;
- the last MPHEC review (audit) of UPEI’s quality assurance framework took place in 2008-2009;
- UPEI is required to undergo another review in the near future to demonstrate continual improvement since the last review and alignment with quality assurance guidelines; and
- results of this review are public.

### Internal Reviews conducted in Academic Years 2019-2020 and 2020-21

Although effort has been required to adjust curriculum delivery and on campus operations to pandemic protocols, internal quality assurance reviews have progressed with a focused effort.

Internal quality assurance reviews completed over the past 18 months include the following:



Reviews scheduled to be completed in the next six months include two academic units in the Faculty of Arts (Diversity Studies and Social Justice; and Political Science).

Letters have been provided to Faculty Deans in Fall 2021 by the VPAR/Chair of APCC to advise Deans of internal reviews that are scheduled for 2022-23.

The following reviews are required as per UPEI Senate Policy in 2022-23:

Faculty	2022-23	2023-24 (for information)
Arts	Modern Languages Theatre Studies Psychology (Undergraduate) Sociology and Anthropology Master of Arts in Island Studies	Applied Communications, Leadership and Culture Religious Studies History Philosophy English Music Doctor of Psychology
Business	MBA (Executive)	
Education	MEd PhD	
Science	Applied Climate Change and Adaptation Chemistry (Accredited) Kinesiology (Accredited)	Biology Foods and Nutrition

### Internal Participation

Internal quality assurance reviews take several months to complete and require data from various University units. Information needs for each review is coordinated by the Office of the VPAR in collaboration with the UPEI Registrar's Office, the Office of Institutional Data, Office of Research Services and Financial Services. In addition, UPEI's Robertson Library and APCC are involved in each review at different stages.

The participation of faculty members as internal reviewers on Advisory Teams is also required for UPEI quality assurance reviews. The following Faculties had members participate as internal reviewers for the 2019-20 and 2020-21 academic years:

- Faculty of Arts (History; Music; Applied Communication, Leadership and Culture)
- Faculty of Business
- Faculty of Graduate Studies
- Faculty of Science (Applied Human Sciences x 2; School of Mathematics and Computational Sciences; Chemistry)
- Faculty of Sustainable Design Engineering
- Faculty of Veterinary Medicine

Robertson Library librarians take part in each review as data providers and meeting participants. In addition, numerous stakeholder groups (including staff, students, graduates, and others) engage in the review process to ensure a holistic approach to gathering valuable feedback for the purpose of continual improvement.

### External Participation

Twenty-four expert reviewers from universities across Canada participated as Advisory Team members in UPEI internal quality assurance reviews during academic years 2019-2020 and 2020-2021. Universities represented include:

- Trent University (x3)
- Mount Allison University (x3)
- Memorial University (x2)
- University of Guelph (x2)
- Dalhousie University (x2)
- Saint Mary's University (x2)
- St. Francis Xavier University (x2)
- Brock University
- University of Cape Breton
- University of Manitoba
- Laval University
- Acadia University
- McMaster University
- University of Saskatchewan
- Wilfred Laurier University

### **Outstanding Items**

Following presentation to APCC, programs are to develop action plans outlining their approach to implementing recommendations and/or priority initiatives that enable continuous improvement to student education and experience. Action plans require follow up.

UPEI must update its Senate policy and guidelines in the near future to align its quality assurance framework more closely with the regional quality assurance authority. This update is also required to ensure UPEI is well prepared for the upcoming public quality assurance review by MPHEC.

Following an intensive focus on re-establishing the priority of quality assurance, UPEI is up-to-date on internal quality assurance reviews.