

SENATE MINUTES

JANUARY 13, 1998

The regular meeting of Senate was held on Tuesday, January 13, 1998, at 4:00 p.m. in Room E5004.

52. PRESENT

The President, Dean W. Blake, Mr. G. Collins, Acting Dean W. Davidson, Professor J. Dempster, Dr. C. Higgs, Mr. R. Ellis, Dr. C. Jablonski (for Dean G. Kealey), Professor S. Solberg (for the Director of Nursing), Dean W. Ludlow, Dean T. Murphy, Mr. L. O'Reilly, Dean T. Piper, Dean R. Seshadri, Dr. M. Volk, Professor H. Weir, Dr. S. Abhyankar, Dr. A. Aboulazm, Dr. R. Adamec, Dr. J. Bear, Professor L. Bennett, Mr. E. Brown, Dr. G. Burford, Dr. D. Craig, Dr. S. Ghazala, Professor K. Hestekin, Dr. H. Hulan, Professor V. Kuester, Dr. W. Locke, Dr. R. Lucas, Dr. I. Mazurkewich, Dr. M. Mulligan, Dr. D. McKay, Captain W. Norman, Dr. R. Payne, Dr. N. Rich, Dr. V. Richardson, Dr. R. Rivkin, Dr. G. Sabin, Dr. S. Saha, Dr. G. Shorrocks, Dr. D. Thompson, Dr. D. Treslan, Dr. D. Tulett, Dr. R. Venkatesan, Dr. K. Vidyasankar, Professor D. Walsh, Dr. A. Whittick, Dr. P. Wilson, Dr. S. Wolinetz, Ms. N. Peckford, Mr. J. Craig, Mr. K. Smedbol, Mr. K. Clarke, Ms. P. McCormick, Mr. S. Musseau, Mr. D. Newton, Mr. J. Parsons, Mr. T. Parsons, Ms. V. Taylor, Mr. L. Walsh.

A number of observers were also in attendance.

Dr. May welcomed new Senator, Professor H. Weir, Executive Director, School of Continuing Education, and congratulated Mr. Keith Clarke on his appointment as President of the Council of the Students' Union. He also advised Senate of the resignations from Senate of Dr. C. Turner, School of Pharmacy and Dr. H. Williams, Department of Earth Sciences.

53. APOLOGIES FOR ABSENCE

Dr. J. Tuinman, Dr. G. Bassler, Dr. O. Janzen, Dr. V. Maxwell and Dr. C. Wood.

54. MINUTES

The Minutes of the regular and special meeting held on December 9, 1997 were taken as read and confirmed.

55. REPORT OF THE EXECUTIVE COMMITTEE ON SENATE

It was agreed by separate motion where necessary, that the report of the Executive Committee be approved as follows:

*Report of the Senate Committee on Undergraduate Studies

55.1 Guidelines for Approval of Special Sessions

A memorandum dated November 25, 1997 was received from Donna Ball, Assistant Registrar/Records Manager, proposing changes to the Policy for Approval of Courses in Accelerated Format as outlined in the Digest of Senate Decrees and Resolutions. Following a number of questions and suggestions, it was agreed to rescind the existing policy in the Digest and to replace it with the following new policy which will clarify the approval process and specify in more detail the criteria for approval:

"1. That the approved University diary shall be followed appropriately by all academic units. Sessions outside of normal time frame should be approved only in exceptional cases. Accelerated sessions should be held within the start and end dates for the semester where possible and in no circumstances should a session begin before the previous semester's grading cycle is complete, so that students' academic standing from the previous semester can be finalized.

2. That teaching units wishing to offer one or more courses in an accelerated format or outside the normal time-frame of a semester or teaching session must submit a proposal, through normal channels, to the Senate Committee on Undergraduate Studies for approval, and to the Registrar for information well in advance of the semester so that information regarding scheduling, deadlines, etc. can be published in registration materials distributed to students. The following guidelines should be used:

For Fall semester request permission no later than April

For Winter semester request permission no later than August

For Spring semester request permission no later than January

That the proposal which academic units must submit as described in Clause 2 shall include the following:

The start and end dates for the special session including the final examination time, if any.

Sufficient rationale to explain why the course(s) cannot be taught following the semester dates given in the approved University diary.

In cases where an academic unit is proposing a course(s) which is of shorter duration than the semester or teaching session in which it is to be given, it must satisfy the Senate Committee on Undergraduate Studies:

(i) that good and sufficient reasons acceptable to the Senate Committee on Undergraduate Studies exist for offering the course in an accelerated format; and

(ii) that the shortened format will not bring a loss in pedagogical strength (supervision, facilities, commitment of student and instructor);

That where semesters or other teaching sessions overlap, a student's registration will be subject to the General Regulation, COURSE LOAD.

It was also generally agreed that this topic will have to be revisited in order to find ways to be more responsive to student demand and to facilitate innovative teaching methods.

55.2 Carleton Academic English Language (CAEL) Assessment

At the request of Senate, the Senate Committee on Undergraduate Studies considered documentation regarding the Carleton Academic Language Assessment (CAEL) and agreed that it is appropriate for use as an assessment of proficiency in English at the undergraduate level, and requested that the Registrar prepare an appropriate entry

for the Admissions Section of the University Calendar for consideration by the Committee and transmission to Senate. The Senate Committee on Undergraduate Studies has now considered and approved for submission to Senate the following calendar changes recommended by Ms. Phyllis McCann, Assistant Registrar/Admissions Manager:

Page 47, 1997–98 Calendar following the heading B. General Admission Requirements insert new clause 1.a)v. to read as follows:

"Submission of the official results of the Carleton Academic English Language (CAEL) Assessment with an acceptable band score in each of the four skills tested (Reading, Writing, Listening, Speaking). Applicants submitting CAEL Assessment results with a minimum band score between 50 and 60 in each of four skills tested, with at least 2 band scores of 60 will be considered as having demonstrated English Language proficiency for admission purposes only. (For information on placement in introductory English courses see b) and c) below.) Applicants presenting CAEL Assessment scores below this requirement will be considered as not having met the English proficiency requirements of this University and will not be admitted to the University until proficiency in English can be demonstrated."

Re-number current B.1.a)v. as B.1.a)vi.

Amend Clause B.1.b) by inserting "or B.1.a)v." after "B.1.a)iv."

55.3 Department of Biology

Page 204, 1997–98 Calendar amend the course description for Biology 4012 to read as follows:

"The biology of the algae. A study of the structure, reproduction and evolution of the major divisions of the algae. Aspects of algal physiology and ecology relating to how algae are adapted to life in freshwater, marine and symbiotic environments, together with economic aspects of phycology, will also be covered. The laboratories will emphasize the recognition and identification of representative species of the major algal divisions with a bias towards local species. There will be field trips to collect material in local marine and freshwater environments.

Three hours of lectures and three hours of laboratories per week.

Prerequisites: B2010 and B2600."

Page 194, following the heading Joint Honours in Cell Biology/Micro-biology and Biochemistry amend Clause e) to read as follows:

"e) Statistics 2550 or equivalent."

55.4 Department of Earth Sciences

Page 211, 1997-98 Calendar following the heading Major Programmes in Earth Sciences, sub-heading Common Block of Required Courses delete the note and replace with the following:

"*Some students may find it necessary or desirable to substitute Physics 1020 and 1021 for specified first-year Physics requirements under point (a). Students pursuing a geophysics specialization within Earth Sciences, if they elect to take Physics 1020 and 1021, must also complete Physics 1054 as a prerequisite for higher level Physics courses. If this alternate course combination of Physics 1020, 1021 and 1054 is selected, the number of courses required to satisfy point (a) will exceed ten. Honours B.Sc. students taking this combination of Physics courses will only be able to graduate after completing 41 or more courses (123 credit hours). General B.Sc. students taking this combination of Physics courses will, however, be able to graduate with 40 courses (120 credit hours)."

Amend requirement a) to read as follows:

"a) English 1080 and 1110 (or equivalent), Mathematics 1000 (or 1080 and 1081) and 1001, Earth Sciences 1000 and 1001, Chemistry 1010 and 1011 (or equivalent), Physics 1050* and 1054*."

Page 191, following the Regulations for the Honours Degree of Bachelor of Science, Clause 2) Course Requirements delete "Earth Sciences" from Note (i).

55.5 Department of Biochemistry

Page 198, 1997–98 Calendar following the heading Nutrition Programme, sub-heading Major in Nutrition delete Clause d) in the second paragraph and replace with the following:

"d) Three credit hours of Computer Science (Computer Science 2650 is recommended)."

55.6 School of Social Work

Page 377, 1997–98 Calendar following the Regulation C. Academic Standards and Promotion amend Clause 7 to read as follows:

"7. Students who are required to withdraw from the programme on one occasion and who wish to re-enter the School may be considered for readmission upon application after a lapse of two semesters. Students who are required to withdraw from the programme on more than one occasion may be considered for readmission upon application after a lapse of six semesters."

Insert the following course following the entry for Social Work 5325:

"5328. Social Work Practice in Child Abuse: From Protection to Prevention. This course further develops the student's knowledge and skills necessary for prevention, assessment, crisis intervention, apprehension, family reunification, community consultation and community response, in the interest of child protection. Content includes research and best practices informing policy, assessments and standards of practice related to child maltreatment, with special reference to: child sex abuse, physical abuse, emotional neglect and abuse, physical and medical neglect, exploitation, inadequate caretaking, and exposure to violence. This course may include a skills testing component.

Prerequisites: Social Work 3211 and Social Work 3321.

Corequisite or Prerequisite: Social Work 4614 or consent of the instructor.

Renumber Special Topics series from 5320–5328 to 5320–5327.

Amend title for Social Work 2510 to read as follows:

"Social Policy Formulation and Analysis."

Amend title for Social Work 2700 to read as follows:

"Social Work Philosophy and Practice."

Amend title and description for Social Work 3320 to read as follows:

"3320. Interviewing: Communication, Counselling and Professional Relationships. This is the first intervention course. The course introduces students to the use of professional relationships, basic communication skills and interviewing skills. Attention is given to the development of beginning counselling skills, self-awareness and professional identity.

Prerequisites: Social Work 3211 and 3220 or consent of instructor."

Amend title and course description for Social Work 3321 to read as follows:

"3321. Biopsychosocial Assessment: Individuals and Families in Community Context. This is the second intervention course normally taught concurrently with Social Work 3320. Assessment processes and guidelines are considered within the context of major schools of thought for understanding human behaviour. Emphasis is on the development of skills necessary to formulate professional judgements regarding individuals and families in a community context.

Prerequisites: Social Work 3211 and 3220 or consent of instructor.

NOTE: Credit may not be obtained for both Social Work 3321 and the former Social Work 4310."

Amend the title and description for Social Work 3510 to read as follows:

"3510. Health and Social Policy Analysis: National and Provincial Programmes. This course considers how Canadians have taken social responsibility at National, Provincial, and local levels, with particular reference to Newfoundland. Policies, programmes and

their organizations are considered in historical, comparative and developmental contexts. Concepts for the assessment and evaluation of policies and programmes are reviewed and applied.

Prerequisite: Social Work 2510.

NOTE: Credit may not be obtained for Social Work 3510 and both the former courses Social Work 3110 and Social Work 4111."

Amend the title and description for Social Work 3520 to read as follows:

"3520. Formal Communication for Professional Practice. This course enables the social work student to plan, implement and evaluate strategies for the promotion of health and well being and the prevention of social problems. This course focuses on theory, concepts and skills that enable the social worker to take informed professional action through written, oral and electronic communication, including both professional reports and formal presentations.

Prerequisite: Social Work 2510."

Amend the title and description for Social Work 4311 to read as follows:

"4311. Counselling and Case Management I: Individuals and Families in a Community Context. This is the third intervention course which focuses on selected models of practice with individuals and families. Students are introduced to methods and skills derived from a number of theories as applied to social work practice. This course may have a required laboratory period."

Amend the title for Social Work 4315, 4316, 4325, 4326 to read as follows:

"4315, 4316, 4325, 4326. Social Work Internship."

Amend the title and description for Social Work 4320 to read as follows:

"4320. Counselling and Case Management II: Groups and Families in a Community Context. This is a continuation of Social Work 4311. The course focuses on select models of practice with groups and families. This course may have a required laboratory period.

Prerequisite: Social Work 4311."

Amend the title for Social Work 4421 to read as follows:

"Research and Evaluation for Social Work Practice."

Amend the title and description for Social Work 4520 to read as follows:

"4520. Management and Organization Development for Community Services. This course examines human service organizations and their administration. Management and Organizational Concepts, suitable for the administration of social policies and programmes, are addressed, as are ethical and ideological issues for social workers on human service teams. A focus on beginning skills in programme planning and continuous quality improvement is included.

Prerequisites: Social Work 2510, 3510 and 3520."

Amend the title and description for Social Work 4614 to read as follows:

"4614. Social Work in Family Child Welfare: Prevention, Crisis Intervention and Protection. The rights of children, their needs, specific programmes and research findings in child welfare service are examined with particular emphasis on the care and protection of children within community context. Social work interventions with problems such as child abuse, and other forms of couple and family violence and families experiencing complex problems are addressed.

Prerequisites: Social Work 3320, 3321."

Amend the course description for Social Work 4615 to read as follows:

"This course reviews ageing from a biopsychosocial perspective and examines selected problems of older people in Canadian society, with an emphasis on contemporary Newfoundland and Labrador. Federal and Provincial social policies are considered with specific attention given to community services and programmes of institutional care."

Amend the course description for Social Work 4616 to read as follows:

"This course introduces the problem of modifying chemical use and abuse, its effect on individuals and families throughout the life-cycle, and community responses for prevention and addiction problem management. Social work intervention with individuals, families, groups and communities suffering from the effects of addiction problems is addressed. Skills are tested through a demonstration in a simulation context."

Amend the title and course description for Social Work 5211 to read as follows:

"5211. Social Work Practice With Problems and Issues of Human Sexuality. Emphasis is on the biological, psychosocial and cultural aspects of gender, sexual orientation and sexual expression. Research findings are examined and an orientation to values and contemporary sexual behaviours are addressed. Sexually transmitted infections, sexual problems and social work interventions are discussed."

Amend the title for Social Work 5315, 5316, 5317, 5318, 5319 to read as follows:

"5315, 5316, 5317, 5318, 5319. Social Work Internship II."

Amend the title for Social Work 5325 to read as follows:

"Family Counselling and Therapy."

Amend the title for Social Work 5420 to read as follows:

"Social Work Research and Evaluation: Collecting and Analyzing Data."

Amend the title for Social Work *5520–5529 to read as follows:

"*5520–5529. Selected Topics in Health and Social Policy."

Amend the title for Social Work 5520 to read as follows:

"Supervision and Professional Development in Social Work."

Amend the title for Social Work 5521 to read as follows:

"Social Policy Formulation and Analysis: Selected Issues in Practice."

Amend the title for Social Work 5720 to read as follows:

"Seminar on Professional Issues and Interdisciplinary Practice."

55.7 School of Nursing

It was moved by Dr. Treslan, seconded by Dr. Tulett and carried that the proposed calendar changes from the School of Nursing be approved subject to an amendment in the wording of the Immunization and Licensing Requirements. (This amendment received the consent of the representatives from the School of Nursing.)

Page 293, 1997–98 Calendar following the heading General Regulations for the Bachelor of Nursing (Collaborative Programme) sub-heading Admissions insert new Clause 6 and 7 to read as follows:

"6) An unsuccessful applicant has the right to appeal the decision of the Admissions Committee. The appeal should be made in writing clearly stating the grounds for the appeal within fourteen days of the notification of the decision and should be directed to the Chair, MUN School of Nursing, Undergraduate Studies Committee, BN Collaborative Programme.

7) In addition to the regular quota positions, up to three additional positions per year are available in the BN (Collaborative) Programme for students of aboriginal ancestry who have met the admission requirements. Applicants wishing to be considered under this

clause must send a letter of request at the time of application and provide documentation of aboriginal ancestry."

Renumber current Clauses 6 and 7 as 8 and 9.

Page 294, following the heading Academic Standards and Promotions renumber current Clause 6 as b) and insert new Clause 6a) to read as follows:

"6a) Students who voluntarily withdraw from the programme must notify the Director, and may be required to apply in competition for re-admission after the lapse of two semesters."

Page 295, following the heading Registration Examinations add the following sentence to the third paragraph:

"The cost of commercial examinations shall be the responsibility of the student."

Immediately following the heading General Regulations for the Bachelor of Nursing Degree insert note in box to read:

NOTE: THE REGULATIONS LISTED BELOW DO NOT APPLY TO THE BN (COLLABORATIVE) PROGRAMME.

Page 296, following the heading Programme of Studies: Bachelor of Nursing (Post-RN) sub-heading Admission Requirements amend Clause 1 to read as follows:

"1) For the purpose of admission to the School of Nursing: a) A Registered Nurse is a Nurse who is currently registered in Newfoundland or eligible to register in Newfoundland."

Page 297, following the heading Programme of Studies: Bachelor of Nursing (Post-RN), sub-heading Other Credit Hours delete notes 2 and 3 and renumber note 4 as 2.

Add new section after Other Credit Hours section to read as follows:

"Immunization and Licensing Requirements

Students must provide documentation of required immunization and a current practising license before registering for a nursing course with a clinical component. This documentation should be submitted to the School of Nursing in advance of the start of registration for the semester in which the course will be taken."

Page 298, following the heading Course List add the following sentence to the course description for Nursing 2040:

"(This distance education course may require your attendance at a local center to participate in a lab practicum twice during the semester)."

Amend the corequisite note for Nursing 2003 to read as follows:

"Corequisite/Prerequisite: Biology 3053."

Add prerequisite note following course description for Nursing 2740 to read as follows:

"Prerequisite: Must be a registered nurse or eligible for registration."

Amend the prerequisite note following course description for Nursing N3520, N3521, N3522. Extended Practice III to read as follows:

"Prerequisites: N3001/N3501 or N4321/N4322, N3111/N3511, N3113 or N5000."

Delete the entries for Nursing 4740 and 4742 and replace with the following:

"N4740. Maternal Child Care I. Within a framework of women's health and family functioning, major bio-psycho-social-spiritual concepts related to the mother and fetus/neonate who develop risk conditions in the antepartum, intrapartum and postpartum periods will be examined.

Prerequisites: N2040, N2230, N3023, N4002.

Corequisites: N4701, N4702.

N4742. Maternal Child Care II. This course will give the student clinical practice opportunities to integrate the theories learned in N4740 with the care of mothers and fetuses/neonates and their families. Experiences will be gained in a variety of placements which the student will arrange in consultation with the course professor at Memorial University School of Nursing.

Corequisite: N4740.

Clinical: Ninety-six hours over the semester."

Delete the corequisite note for Nursing 4750 and amend the prerequisite note to read as follows:

"Prerequisites: N4010, N4310, N5210."

Amend the prerequisite note for Nursing 4751 to read as follows:

"Prerequisites: N4010, N4310, N5210."

Amend the prerequisite notes for Nursing N3023, N4002, N4701 and N5210 by adding the following:

"or admission to the Bachelor of Technology Programme".

*Report of the Academic Council of the School of Graduate Studies

55.8 Regulations Governing the Degree of Master of Science and Specific Programme Regulations

Page 420, 1997-98 Calendar following the heading Regulations Governing the Degree of Master of Science and Specific Programme Regulations, sub-heading B) Programme of Study and Research amend Clause 1 to read as follows:

"1) The programme of study for the Master of Science degree shall consist of the successful completion of a programme of courses and, in accordance with the specific programme regulations, either of a thesis embodying original research or of a project and report."

55.9 M. A. Requirements in Sociology

Page 405, 1997–98 Calendar following the heading Sociology, sub-heading Master of Arts amend Clause 2 to read as follows:

"2. The M.A. degree requires the completion of 12 credit hours in graduate courses, normally including the Graduate Seminar (6880) and Methods (6040), and a thesis."

55.10 M.A. Requirements in Anthropology

Page 397, 1997–98 Calendar following the heading Anthropology amend Clauses 1 to 6 and replace with the following:

"1. Candidates may specialize in either:

- (a) social and cultural anthropology or
- (b) archaeology and physical anthropology.

The choice of speciality will govern the selection of supervisor(s), courses, and thesis topics. When candidates are accepted into the programme, they will be assigned one or more supervisors. Candidates' programmes shall be the responsibility of their supervisor(s), the graduate co-ordinator(s), and the Head of the department.

If candidates' records suggest a deficiency in some area(s), the Department reserves the right to require that they complete additional undergraduate courses before beginning programme courses.

Normally, the M.A. programme should take two academic years to complete, of which the first year will be spent in (a) completing coursework, (b) writing and orally defending a thesis proposal before members of the faculty, and (c) beginning to carry out research. The second academic year will be spent in (d) completing research, (e) presenting an oral research report to the Department, and (f) completing a thesis.

Candidates for the degree of a Master of Arts in Anthropology will be required to complete not fewer than 12 credit hours, nor more than 18 credit hours of courses at the graduate level.

Most Department graduate courses are taught in either a seminar or tutorial framework; all courses require intensive reading, regular oral communication of ideas to faculty and other students, and preparation of written research papers and other assignments.

Normally, during the second semester of the first year of study in the programme, a written thesis proposal which has been approved by the student's supervisor(s) will be circulated to all members of the Department. The written thesis proposal should be made available to faculty members at least two weeks prior to the scheduled date of a student's oral presentation and defense of the proposal.

Shortly following the completion of their research, candidates will be required to present an oral research report on their findings to the Department.

A final draft of the thesis will be evaluated in accordance with the requirements of the School of Graduate Studies."

55.11 Master of Education

Page 407, 1997 -98 Calendar following the heading Regulations Governing the Degree of Master of Education, amend Regulation E) to read as follows:

"See School of Graduate Studies General Regulation J. Theses and Reports (Reports include Internship Reports, Paper Folios, and Project Reports)."

Amend Regulation H) by inserting the following before Clause 1:

"Not all subspecialities are open to admission at all times."

Amend Regulation H) Clause 1 a), b) and c) to read as follows:

"a) Admission Requirements

In addition to meeting the requirements in the general degree regulations,

candidates must have completed an undergraduate course in Statistics (E2900 or the equivalent).

candidates must have completed a range and number of courses in Education deemed appropriate by the Faculty and Dean of Education, and normally have had two years of successful leadership experience as a teacher, educational administrator or other system specialist.

All candidates in the Master of Education (Educational Leadership) shall be required to complete courses in the following areas that form the programme core for both subspecialties – Administrative Studies and Policy Studies:

- * E6100 Research Designs and Methods in Education (3 credit hours)
- * E6200 Organizational Theory and Development (1 credit hour)
- * E6201 Philosophical Orientations to Educational Leadership (1 credit hour)
- * E6202 Social Context and Educational Change Processes (2 credit hours)
- * E6203 Leadership: Theory and Practice (2 credit hours)

Students on the thesis route on either the Administrative Studies or Policy Studies subspecialty shall be required to successfully complete not fewer than 9 credit hours in addition to those required in H. 1(b) for a total of at least 18 credit hours. Included in the selection of courses must be at least 2 credit hours in research methodology (E6466 or E6681) in addition to the credit hours in research designs and methods in education required in H. 1(b) above."

Amend Regulation H) Clause 2. a), b) and c) to read as follows:

"a) Admission Requirements

In addition to meeting the requirements in the general degree regulations,

candidates must have completed an undergraduate course in Statistics (E2900 or the equivalent).

candidates must have completed a range and number of courses in Education deemed appropriate by the Faculty and Dean of Education.

Candidates must normally have two years of successful teaching experience.

All candidates in the Master of Education (Teaching and Learning) shall be required to complete credit hours in the following areas that form the programme core for all subspecialties in Teaching and Learning:

- * E6100 Research Designs and Methods in Education (3 credit hours)
- * E6600 Learning and Motivation (2 credit hours)
- * E6601 Instruction (2 credit hours)
- * E6602 Curriculum (2 credit hours)

Students on the thesis route in all subspecialties shall be required to successfully complete not fewer than 9 credit hours in addition to those required in H. 2(b) for a total of at least 18 credit hours. Included in the selection of courses must be at least 2 credit hours in research methodology (E6466 or E6681) in addition to the credit hours in research designs and methods in education required in H. 2(b) above, and at least 4 credit hours in the area of the subspeciality."

Amend Regulation H. 3.b) to read as follows:

"b) All candidates in the Master of Education (Educational Psychology) shall be required to complete courses in the following areas that form the programme core for both subspecialties – School Counselling and School Psychology.

- * E6100 Research Designs and Methods in Education (3 credit Hours)
- * E6700 Ethical and Legal Issues in Counselling and School Psychology (1 credit hour)
- * E6701 Issues and Methodologies in Learning and Development Research (2 credit hours)

* E6702 Counselling I: Theory and Practicum (2 credit hours)"

Amend Regulation H. 4. a), b), and c) to read as follows:

"a) Admission Requirements

In addition to meeting the requirements in the general degree regulations,

candidates must have completed an undergraduate course in Statistics (E2900 or the equivalent).

candidates must normally have a minimum of two years of successful experience in working with adult learners.

Candidates for the Master of Education (Post-Secondary) shall be required to complete credit hours in the following areas that form the programme core for all four subspecialities – Curriculum and Learning, Leadership, Counselling, Student Services/Development – and the generalist option.

* E6100 Research Designs and Methods in Education (3 credit hours)

* E6801 Foundations of Post-Secondary Programmes (3 credit hours)

* E6802 Adult Learning and Development (3 credit hours)

Students on the thesis route in all subspecialities shall be required to successfully complete not fewer than 9 credit hours in addition to those required in H. 4(b) for a total of at least 18 credit hours. Included in the selection of courses must be at least 2 credit hours in research methodology (E6466 or E6681) in addition to the credit hours in research designs and methods in education required in H. 4(b) above, and at least 4 credit hours in the area of the subspeciality."

55.12 Interdisciplinary M.Sc. Degree Programme in Computational Science

It was moved by Dr. Jablonski, seconded by Mr. Craig and carried, that the following new programme be approved, incorporating minor amendments recommended by the Executive Committee of Senate, including the recommendation that Clause 4. Co-operative Education Option, be referred back to the Academic Council of Graduate Studies for clarification:

New Programme

COMPUTATIONAL SCIENCE PROGRAMME

Administrative Committee

The Administrative Committee, appointed by the Dean of the School of Graduate Studies on the recommendation of the Dean of the Faculty of Science, consists of one representative of each participating department, and one member external to the university.

Participating Departments and Organizations

The Computational Science programme is an interdisciplinary programme involving the departments of Chemistry, Computer Science, Earth Sciences, Mathematics and Statistics, and Physics and Physical Oceanography. Other departments and faculties may participate, depending on the nature of the thesis or project. External organizations may provide placements for co-op students, jointly supervise students, share computing resources and participate in teaching courses.

Admission Criteria and Procedures

1. The criteria for acceptance of an applicant are: his or her anticipated successful and timely completion of the programme, and the willingness of a participating faculty member to supervise the applicant.
2. The assessment of an applicant's likelihood of success will be carried out in a variety of ways. Students will normally hold a B.Sc. (Honours) degree, or equivalent, with a strong computational orientation. A general B.Sc., complemented by relevant experience, may also be acceptable. At the time of application, the student will

be invited to demonstrate his or her background in the field. For example, an undergraduate B.Sc. thesis which involved scientific computing would generally be acceptable, as would work experience which involved computing in a scientific environment. The successful completion of a suitable B.Sc. which included a number of computer science courses would also be acceptable.

3. Admission decisions will be made by the School of Graduate Studies on the recommendation of the chair of the Administrative Committee.

PROGRAMME OF STUDY

1. The Computational Science Programme is designed to train students in state-of-the-art numerical methods, high performance computer architectures, use of software development tools for parallel and vector computers, use of graphics and multimedia tools and application of these techniques to at least one scientific area, for example physics, chemistry, earth sciences, physical oceanography, computer science or applied mathematics.

2. The Programme is offered in thesis and project (non-thesis) versions, with the option of a co-operative education programme. It is intended that the overall level of student effort and performance required in each version will be comparable.

3. The work for the thesis or project will be carried out under the guidance of a supervisory committee appointed by the Dean of the School of Graduate Studies on the recommendation of the Administrative Committee. Before submission of the thesis or project report to the School of Graduate Studies for examination, each student must present a seminar suitable for an interdisciplinary audience.

4. All student programmes will contain a core of 9 credit hours in prescribed graduate courses. Additional courses, in an area of scientific specialization must also be completed. The course requirements for each student will be approved by the Administrative Committee on the recommendation of the student's supervisory committee, and will reflect the interdisciplinary nature of the programme.

(a) The three core courses are: Computer Science 6727, Introduction to Computer Systems; Computer Science 6716, Concurrent Programming; and Mathematics 6210, Numerical Algorithms. The other courses will normally be taken from the list of approved courses.

(b) The thesis version requires the completion of 15 credit hours in graduate courses numbered 6000 or higher including the three prescribed core courses, and the submission of an acceptable thesis to the School of Graduate Studies for final examination. The thesis is to contain an original scholarly contribution. The two additional courses will normally be chosen from the list of approved courses and be in the same field as the thesis work.

(c) The project version requires the completion of 24 credit hours in graduate courses, including the three prescribed core courses, plus a project and an acceptable project report which must be submitted to the School of Graduate Studies for final examination. At least 9 credit hours of the additional 15 credit hours will normally be chosen from the list of approved courses. Nine of the 15 additional credit hours will normally be in the same field as the project. The project, which will include an in-depth written report, shall require the equivalent of at least one and no more than two semesters of full time work.

CO-OPERATIVE EDUCATION OPTION

1. A co-operative education option will be available. Students in this option may follow the thesis or non-thesis version of the programme. It is expected to take up to 24 months to complete. Students will be asked to indicate if they wish to follow this option at the time of application.

2. Students who are accepted into the M.Sc. programme may be provisionally accepted into the co-op option. During their first two semesters, such students will interview with the Co-operative Education Services Centre and with prospective work term employers. Satisfactory performance in this phase of the programme will lead to confirmation of acceptance into the co-op option, and allow the student to spend two of the next three terms working in industrial or government settings. Upon completion of

each work term, the student must submit an acceptable work report.

3. Following the completion of the two work terms, each student must complete any remaining course requirements and project report or thesis. Assuming that prior written authorization of the employer and the supervisory committee was obtained and submitted to the School of Graduate Studies, students may include material from the work terms in their reports or theses. For students following the non-thesis version of the programme, the two work-term reports may be combined into a single, integrated report for this purpose. All other students must write a thesis on a research project which may be based on research completed during the work terms. A requirement of the thesis is that it contain an original scholarly contribution.

COURSES

The three core courses are:

Computer Science 6727. Introduction to Computer Systems

Computer Science 6716. Concurrent Programming

Mathematics 6210. Numerical Algorithms

The following courses are identified as suitable for students in this programme. Other courses may be permitted.

Department of Chemistry:

Chem 6300. Quantum Chemistry I

Chem 6301. Quantum Chemistry II

Chem 6310. Electronic Structure Theory

Department of Computer Science

CS 6713. Software Engineering

CS 6716. Concurrent Programming (required core course)

CS 6721. Operating Systems Design

CS 6722. Advanced Computer Architectures

CS 6726. Modelling and Analysis of Computer Systems

CS 6729. Special Topics in Computer Systems – Computer Networks

CS 6731. Topics in Numerical Methods

CS 6732. Matrix Computations

CS 6738–39. Special Topics in Numerical Methods

CS 6743. Complexity of Computational Problems

CS 6745. Special Topics – Advanced Computational Geometry

CS 6752. Applications of Computer Graphics

CS 6753. Artificial Intelligence

CS 6755. Knowledge-Based Systems

CS 6756. Digital Image Processing

CS 6727. Introduction to Computer Systems (required core course)

Department of Earth Sciences:

ES 6994. Special Topics in Earth Sciences – Geophysical Inversion and Applications

ES 6171. Advanced Exploration Seismology

Department of Mathematics and Statistics:

AM 6102–6109. Special Topics in Applied Mathematics

AM 6201. Numerical Methods for Partial Differential Equations

AM 6212. Numerical Methods for Initial Value Problems

AM 6210. Numerical Algorithms (required core course)

ST 6588. Selected Topics in Statistics and Probability – Generalized Additive Models with Applications in Scientific Visualization

Department of Physics and Physical Oceanography:

Phys 6000. Condensed Matter Physics I

Phys 6200. Non-linear Dynamics

Phys 6308. Ocean Dynamics I

Phys 6309. Ocean Dynamics II

Phys 6310. Physical Oceanography

Phys 6316. Ocean Measurements and Data Analysis

Phys 6317. Ocean Acoustics

Phys 6318. Numerical Modeling

Phys 6320. Turbulence

Phys 6321. Coastal Oceanography

Phys 6323. Stability Theory

Phys 6400. Statistical Mechanics

Phys 6720. Theory of Molecules

Phys 6850. Quantum Mechanics I"

Page 421, 1997–98 Calendar, following the heading Regulations Governing the Degree of Master of Science and Specific Programme Regulations, subheading B) Programme of Study and Research, amend clauses 5 and 6 as follows:

Following the word "thesis" add the words "or report".

Following the sub-heading C) Evaluation, amend Clause 2 as follows:

Following the word "thesis" add the words "or report".

Dr. Jablonski and Dr. Whitmore, Chair of the M.Sc. in Computational Science Committee responded to a number of questions from Senators about specific aspects of the programme as well as about resource questions.

55.13 Proposed Revisions to the Certificate Programme in Library Studies

Professor Weir presented proposed revisions to the Certificate Programme in Library Studies as outlined in a memorandum dated November 5, 1997, and attachments dated October, 1997 from the School of Continuing Education.

It was moved by Professor Weir, seconded by Dr. Ghazala and carried that the revised course of study for the Certificate Programme in Library Studies, as outlined below be approved:

"STUDENTS WILL BE REQUIRED TO COMPLETE A TOTAL OF 30 CREDIT HOURS AS FOLLOWS:

CORE COURSES (18 CREDIT HOURS)

Library Studies 1601. Introduction to Libraries (3 credit hours)

Library Studies 1602. Technical Processing (3 credit hours)

Library Studies 1603. Reference (3 credit hours)

Library Studies 1606. Computers in Libraries I (3 credit hours)

**Library Studies 1609. Managing Libraries (3 credit hours)

Business 2000. Business Communications (3 credit hours)

ELECTIVE COURSES (12 CREDIT HOURS) from the following list:

Library Studies 1604. Adult Services (3 credit hours)

Library Studies 1605. Children's Services (3 credit hours)

**Library Studies 2606. Computers in Libraries II (3 credit hours)

**Library Studies 1611. Multimedia Operations in the Library Setting (3 credit hours)

**Library Studies 1610. Library Services for Business and Industry (3 credit hours)

**Library Studies 3601–9. Special Topics in Library Studies (3 credit hours)

**Library Studies 3600. Directed Research/Project (3 credit hours)

**indicates new courses to be developed

Notes: In some cases, students may substitute one elective course that has relevance to their area of speciality and the field of library studies. Students may submit their inquiry in writing to the Programme Developer, School of Continuing Education for consideration by the Advisory Committee. Students currently enrolled in the previous 6–course certificate may complete under the previous regulations for a period of two years after the approval of the new programme.

COURSE DESCRIPTIONS

Library Studies 1601. Introduction to Libraries (3 credit hours) This course introduces students to the organization, functions, and services in various types of libraries. The course will also cover some aspects of the history of libraries, ethical considerations in library work (freedom of information and access, copyright), and collection development.

Library Studies 1602. Technical Processing (3 credit hours) Explains the theory and practice of the various aspects of technical processing: acquisitions, cataloguing, classification, serials and circulation.

Library Studies 1603. Reference (3 credit hours) A look at reference services, the reference interview, and search strategies. Reference sources, materials, and research methods will be examined.

Library Studies 1606. Computers in Libraries I (3 credit hours) An introduction to the use of microcomputers in libraries. Section one explores microcomputers and their uses. Section two will introduce the use of computers in libraries such as integrated library systems, local area networks, and CD-ROMs. The course will provide students with a well-rounded review of current library technologies and issues.

**Library Studies 1609. Managing Libraries (3 credit hours) An introduction to the management function in the library setting, including job descriptions, policies and procedures, legal aspects, budgeting, organizational structure and interrelationships, and public relations.

Business 2000. Business Communications (3 credit hours) Emphasizes the understanding and use of various forms of communication in the business organization. Beginning with an examination of the communication process, study progresses to planning and developing skills in written and oral communications. Components include the proposal and business report, letter writing, interpersonal communications, the work search package and an oral presentation.

Library Studies 1604. Adult Services (3 credit hours) This course covers library services directed towards adults, with an emphasis on the genres of fiction and non-fiction works, the promotion of literacy and leisure reading, and reference tools.

Library Studies 1605. Children's Services (3 credit hours) The course looks at fiction and information books appropriate for children from birth to teenage years. Coverage will include library publicity and the promotion of books through children's programming.

**Library Studies 2606. Computers in Libraries II (3 credit hours) Course outline to be developed with Susan Cleyle.

Prerequisite: LS 1606

****Library Studies 1611. Multimedia Operations in the Library Setting (3 credit hours)** This course covers current trends in the information revolution, and their effect on communications in the library setting. Students will be introduced to applications of multimedia to library work, including audiovisual resources, desktop publishing and other software, computer networking, and the creation of promotional materials. The course is intended to be a hands-on introduction to these applications.

****Library Studies 1610. Library Services for Business and Industry (3 credit hours)** The course will focus on the provision of library services to business and industry, with emphasis on specific strategies for providing information to business and industry users, the role of in-house information services and libraries, and the interaction between the library, management, and administration in business and industry settings.

****Library Studies 3601-9. Special Topics in Library Studies (3 credit hours)**

These courses can be developed to meet particular needs, new topics, and current trends in library studies work.

Prerequisite: Any two LS courses below the 3000 level.

****Library Studies 3600. Directed Research/Project (3 credit hours)** This course will allow students to develop and work on a research paper or project under the direction of a LS instructor/facilitator, and with approval from the advisory committee.

Prerequisite: any two LS courses below the 3000 level

****indicates new courses to be developed**

55.14 Placement Tests

At a meeting held on March 11, 1997, Senate considered the Report of the Senate ad hoc Committee on First Year Mathematics and agreed that certain recommendations contained in the Report be forwarded to the Department of Mathematics and Statistics through

the Dean of Science for appropriate action. Recommendation 1. of the Report reads as follows:

"That the Department of Mathematics and Statistics, in consultation with the Provincial Department of Education, develop an appropriate General Entrance Examination for Mathematics. A detailed proposal should be brought to Senate no later than January, 1998, for implementation in the 1998-99 academic year."

At a meeting held on December 16, 1997, the Executive Committee of Senate reviewed a response to this recommendation from the Head of the Department of Mathematics and Statistics. In a memorandum dated December 8, 1997, the Department of Mathematics and Statistics advised that the following motion was passed at a departmental meeting held on November 28, 1997:

"All students entering MUN are required to submit scores for both the SATII Level IC and Level IIC Subject Area Tests in Mathematics, and these scores will be used in order to place students in their university mathematics courses."

In a memorandum dated December 16, 1997, the Executive Committee of Senate noted the following concerns:

The lack of information in the proposal about the nature of SAT subject area tests or the minimum score that would be required for admission to this University.

Practical concerns such as when and where the tests can be written – e.g. are the testing centres located so that all potential applicants to Memorial from this province, other provinces of Canada or other countries have reasonable access to write the tests?

The lack of lead time to potential applicants to the University for the 1998-99 academic year – members of the Committee felt that at least 18 months would be needed.

The lack of commentary from the Department on the impact of the proposed common Atlantic Curriculum in high school Mathematics and its potential impact on the high failure rates in first year Mathematics.

The change in thrust from an appropriate General Entrance Examination for placement in Mathematics as proposed by the ad hoc Committee to an admission requirement to the University as proposed by the Department of Mathematics and Statistics with regard to the SAT scores.

The apparent lack of consultation with the Provincial Department of Education as recommended by the ad hoc Committee.

The Executive Committee also noted that the Terms of Reference for the Senate Committee on Undergraduate Studies contains the following clauses (a) and (c):

(a) To propose minimum standards for the acceptance of undergraduate students into the University, their continuance in their programmes and their readmission.

(c) To examine any proposed amendments to existing University Regulations on Undergraduate Studies and any proposed new regulations on Undergraduate Studies which originate elsewhere in the University before submission to Senate.

In response to an invitation from the Chairman, Dr. Gaskill, Head of the Department of Mathematics and Statistics addressed the above concerns, provided background material and responded to questions from Senators.

Following a lengthy discussion, it was moved by Mr. Collins, seconded by Dr. Ghazala and carried, that Senate ask the Department of Mathematics and Statistics to reconsider its proposal regarding Recommendation 1 of the Report and report its findings, together with its recommendations concerning other aspects of the Report to the Senate Committee on Undergraduate Studies for eventual transmittal to the April 1998 meeting of Senate.

55.15 Policy Regarding Typewritten Assignments

At a meeting held on December 16, 1997, the Executive Committee of Senate considered a memorandum dated December 9, 1997, from Mr. Scott Jewison, a member of the staff of the Office of the Registrar, concerning the Policy Regarding Typewritten Assignments which was approved by Senate on May 8, 1990.

During its consideration of the item the Executive Committee of Senate noted the following points:

- * Students who present handwritten papers may be at a disadvantage in that instructors find it easier to read typewritten papers. The handwriting of some individuals is not always legible and it is possible they could lose marks because of this.

- * The majority of students now use word processors.

- * It is important that students learn that the format in which work is presented is important not only in the University but also in the workplace.

It was moved by Mr. Collins, seconded by Dr. Lucas and carried, that on the recommendation of the Executive Committee, the Senate Committee on Undergraduate Studies be asked to re-examine the current Policy with Regard to Typewritten Assignments.

OTHER BUSINESS

56. Report of the Committee on Committees

56.1 Ad hoc Committee on Offering Credit Courses by Non-Teaching Units

At a meeting held on December 9, 1997, Senate agreed to ask the Committee on Committees to recommend to Senate membership and terms of reference for an ad hoc Committee to consider the implications of credit courses being offered by non-teaching units.

On behalf of the Committee on Committees, Dr. Wolinetz presented the report of the Committee dated January 12, 1998 which outlined the proposed terms of reference and membership of the ad hoc committee.

It was moved by Dr. Wolinetz, seconded by Dr. Ghazala and carried, that the terms of reference of the ad hoc committee be approved as follows:

- (i) identify those non-teaching units which may be in a position to offer credit courses, eg. C-CORE, OSC, Counselling Centre,
- (ii) consider whether non-teaching units proposing credit courses should identify which degree, major, minor or other programme will accept the course for credit in their proposal.
- (iii) consider whether explicit Senate approval for each such course should be required (courses offered by approved teaching units may be approved by the Committee on Undergraduate Studies),
- (iv) identify a first level of student appeal for such courses
- (v) consult widely with faculties and schools on these matters, and
- (vi) comment on any other aspects of this matter deemed necessary by the ad hoc committee.

It was then moved by Dr. Wolinetz, seconded by Dr. Ghazala and carried, that the membership of the ad hoc committee be approved as follows:

Dr. Donald McKay, Faculty of Medicine

Ms. Emir Andrews, Department of Psychology

Dr. George Hurley, Counseling Centre

Dr. Alex Faseruk, Faculty of Business Administration

Ms. Donna Walsh, Department of English

Ms. Doreen Whalen, Associate Director, School of Continuing Education

Ms. Maire O'Dea, Deputy Registrar

Ms. Suzanne Sexty, QII Library

One undergraduate student

One graduate student

56.2 Graduate Student Appointments

It was moved by Dr. Wolinetz, seconded by Mr. Craig and carried, that the following graduate student appointments be approved:

Heather Hall Committee on Enrolment

Barbara Young ad hoc Committee on Procedures Concerning the Removal of Academic Administrators

56.3 Call for Volunteers for Standing Committees

Dr. Wolinetz reported that the call for volunteers for standing committees of Senate will be circulated at the end of January. He also advised that the Chairs of the various committees will be asked if they feel that the terms of reference for their particular committees are appropriate or if they feel that amendments are necessary.

57. Day of Action January 28, 1998

Ms. McCormick advised Senate that there will be a Day of Action on January 28, 1998 organized by the Council of the Students' Union and the Newfoundland and Labrador Federation of Students. The purpose of this day is to call attention to three main student oriented problems, i.e. increasing tuition fees, student debt and student unemployment.

She stated that classes may be significantly depleted on that day and asked for support in letting students participate in the activities.

Software Engineering

The President briefed Senators and responded to questions regarding of the on-going legal dispute between Memorial University and the Canadian Council of Professional Engineers

involving the use of the title "Software Engineering" by the University.

59. ADJOURNMENT

The meeting adjourned at 5:30 p.m.