

Memorial University of Newfoundland
Senate Minutes

The regular meeting of Senate was held on Tuesday, May 9, 2000, at 4:00 p.m. in Room E5004.

95. PRESENT

Dr. E. Simpson (Acting Chair), Professor A. Fowler, Dean W. Blake, Dr. E. Dow, Mr. R. Ellis, Acting Dean M. Haddara, Dean G. Kealey, Dr. B. Johnson for Acting Dean C. Leonard, Dr. C. Loomis, Dean R. Lucas, Dr. J. Black for Dean T. Murphy, Dr. C. Orchard, Mr. L. O'Reilly, Dr. M. Volk, Ms. D. Whalen for Professor H. Weir, Dr. R. Adamec, Dr. J. Ashton, Professor P. Ayres, Dr. J. Bear, Dr. G. Clark, Professor M. Coyne, Dr. J. deBruyn, Mrs. C. Dutton, Dr. J. Evans, Dr. V. Gadag, Dr. S. Ghazala, Professor K. Knowles, Dr. W. Locke, Dr. D. McKay, Dr. J. McLean, Dr. M. Mulligan, Dr. H. Pike, Dr. N. Rich, Dr. D. Rideout, Dr. G. Sabin, Dr. C. Sharpe, Dr. P. Sinclair, Dr. D. Treslan, Dr. D. Tulett, Dr. R. Venkatesan, Professor D. Walsh, Dr. B. Watson, Mr. B. Whitelaw, Mr. D. Newton, Mr. K. Dunne, Mr. B. Harvey, Ms. J. Mahoney, Mr. D. Nowak, Mr. L. Walsh, Ms. T. Pearce.

96. APOLOGIES FOR ABSENCE

Apologies were received from Acting Dean C. Doyle, Ms. F. Delaney, Dr. G. Bassler, Dr. D. Craig, Mr. D. Howse, Dr. M. Kara, Professor V. Kuester, Dr. S. Saha, Ms. K. McDonald, Mr. P. Barnes, Mr. D. Tarrant.

97. MINUTES

The Minutes of the meeting held on April 11, 2000 were taken as read and confirmed.

98. Student No. 7663263 - Application for Re-admission to the University and to the Faculty of Education

Because Mr. G. Collins had indicated his previous involvement with student #7663263 could place him in a perceived conflict of interest position, he withdrew from the meeting during the discussion of this case and Mrs. M. O'Dea, Deputy Registrar, was in attendance as Acting Secretary for this item of business. A memorandum dated April 27, 2000 was received from the Executive Committee of Senate forwarding an application for re-admission to the University and to the Faculty from MUN No. 7663263. The student has completed all the requirements for the Bachelor of Education degree with the exception of the 13-week internship.

At a meeting held on March 30, 2000, the Executive Committee of Senate was advised that, given that previous appeals from this student for re-admission to the University and to the Faculty of Education had been denied by Senate on three occasions (i.e. September 12, 1995, November 12, 1996 and September 8, 1998), legal counsel had been sought

regarding the process to be followed in dealing with his current application. The advice of legal counsel was that the student's current case, based on new medical information received, was to be considered as a new application, rather than an appeal of the Senate decision of September 8, 1998. The student was advised, in a letter dated March 21, from Ms. Maureen Ryan of Stewart McKelvey Stirling Scales, of the process whereby his application for re-admission to the University and the Faculty of Education would be considered. In that letter, Ms. Ryan also suggested that he provide current reports from his physicians (those who are currently treating him) addressing a number of questions which are included in her letter. In light of the information considered at the March 30th meeting, it was the view of the Executive Committee that to forward the case to Senate without complete documentation, including medical reports, would be premature.

Subsequently, the documentation requested by Ms. Ryan in her letter of March 21st was received and considered by the Executive Committee at a meeting held on April 27, 2000.

Following review of the documentation received, it was the decision of the Executive Committee to recommend to Senate that an ad hoc Committee be appointed to consider this case and to report back to Senate with recommendations regarding the disposition of the student's application for re-admission to the University and re-admission to the Faculty of Education.

It was moved by Mrs. O'Dea, seconded by Dr. Sabin and carried that the recommendation of the Executive Committee that an ad hoc Committee be appointed to consider this case and report back to Senate be accepted.

99. Report of the Senate Committee on Undergraduate Studies

99.1 Faculty of Arts

Page 128, 1999-2000 calendar, delete the sections Admission to Major and Minor Programmes and Undeclared Students in their entirety and replace with the following:

"Declaration of Major and Minor

NOTE: These regulations shall also apply to multidisciplinary and interdepartmental programmes. In such cases, the student should contact the programme supervisor.

Declaration of Major and Minor (or second Major), or any change to the Major or Minor, will be done by means of the Change of Academic Programme Form, which must be signed by the appropriate Head of Department or Programme Supervisor and submitted to the Office of the Registrar.

Students who intend to complete a degree in the Faculty of Arts are strongly advised to declare their Major and their Minor (or second Major) chosen according to Regulations 3 and 4 above.

a) no earlier than the completion of 15 credit hours, and

b) no later than the semester in which they next attend the University following the completion of 45 credit hours.

Students are strongly advised to consult with departments or supervisors before making a declaration to the department or programme of their intended Major or Minor. Students are advised that acceptance to the Major and Minor within the Faculty of Arts may be limited and competitive.

Students wishing to declare a Major or Minor within the Faculty must make formal application to the department or supervisor of the programme of the Major or Minor. In the case of those departments or programmes with authorized admission requirements which go beyond the general admission requirements of the University, students should make formal application to the department or supervisor after completion of the department's or programme's admission requirements."

99.2 Department of Classics

Page 139, 1999-2000 Calendar, following the heading Classics, subheading Honours in Classics, following "Students who wish to specialize in both Greek and Latin will take", amend clause 2) to read as follows:

"2) Classics 4295, 4395, and 4998 or 4999;"

Following "Students who wish to specialize in Latin will take", amend clause 2) to read as follows:

"2) Classics 4295 and 4998 or 4999;"

Following "Students who wish to specialize in Greek will take", amend clause 2) to read as follows:

"2) Classics 4395 and 4998 or 4999;"

Following the subheading Honours in Greek and Roman Studies, amend clause 4) to read as follows:

"4) 36 credit hours in courses at the 3000 level or above, including 4998 or 4999"

Page 139, following the heading Course List, subheading Greek, add to the end of the list the following:

"4999. Honours Essay."

Heading Course List, subheading Courses in Latin, add to the end of the list the following:

"4999. Honours Essay."

Heading Course List, subheading Greek and Roman Studies, add to the end of the list the following:

"4999. Honours Essay."

99.3 Amended Regulations Governing Deferred Examinations

Page 50, 1999-2000 Calendar, following the heading General Academic Regulations (Undergraduates), subheading A. Explanation of Terms, amend clause 3. to read as follows:

"A **prerequisite** course is a course which must be successfully completed prior to the beginning of the semester or session in which the course for which it is required is offered. Students are permitted to register for courses in the next semester while the prerequisites are currently being completed, but must successfully complete prerequisites no later than one week following the commencement of classes in the next academic semester."

99.4 Registration GPA for College Transfer Year Students from the College of the North Atlantic

A memorandum dated April 10, 2000 was received from the Senate Committee on Undergraduate Studies approving a proposal from the University Registrar as outlined in a memorandum dated April 10, 2000 that Memorial's Registration Policy be amended effective September 2000 to provide for registration of College Transfer Year Students from the College of the North Atlantic on the basis of GPA.

After some discussion, it was moved by Dr. Treslan, seconded by Mr. Collins and carried, that this proposal as outlined by the Registrar in a memorandum dated April 10, 2000 be approved.

99.5 Diploma in Applied Ethics

Page 172, 1999-2000 Calendar, following the heading Philosophy, immediately preceding the subheading Course List, insert the following new entry:

"Diploma in Applied Ethics

Programme Coordinator: P. Trnka, Department of Philosophy.

The Diploma in applied Ethics is offered to students who are either currently enrolled in the Bachelor of Arts or Bachelor of Science programmes or have completed such degrees at this or another recognized university.

The Diploma helps to prepare students for the ethical challenges of various professions and for work as ethical consultants and analysts in government and private institutions (e.g., hospitals, businesses, environmental agencies).

Admission to the Diploma programme is limited and competitive. Applicants with a B.A. or B.Sc. in hand and senior undergraduates will be preferred. Experience working in the health care or environmental sectors is an asset. Students interested in applying to the programme should contact the Programme Coordinator. Formal application is made through the Registrar's Office.

The Diploma consists of 24 credit hours, including an Instructional Field Placement. A concentration in either bioethics, mental health ethics, or environmental ethics is required: courses toward a concentration must be chosen with the approval of the Programme Coordinator.

Course List:

Philosophy 2230 (Moral Philosophy)

Philosophy 2802 (Mental Health Ethics) **OR** Philosophy 2803 (Health Ethics) **OR** Philosophy 2809 (Environmental Ethics)

One advanced (3000 or 4000 level) course in ethics or philosophy of law, approved by the Coordinator

Philosophy 4900 (Advanced Readings in Ethics) **OR** 4300-4310 (Seminar in Ethics)

Philosophy 5000 (Instructional Field Placement in Applied Ethics)

Two additional, elective courses, approved by the Coordinator."

Page 173, 1999-2000 Calendar, following the heading Philosophy, subheading Course List, delete 2800-2810 and the description in its entirety and replace with the following:

"2800, 2804, 2805, 2806, 2808, 2810 Contemporary Issues. Each course in this series discusses the philosophical dimensions of an area of practical concern such as: contemporary culture, professional ethics, leisure, education, the mass media, gender, war, and human rights.

2801. Technology. Concepts of technology and their ethical implications.

2802. Mental Health Ethics. Concepts of mental health and illness and their ethical implications.

2803. Health Ethics. Concepts of health and illness and their ethical application.

2807. Biomedical Ethics and the Law. Medical dilemmas from legal and ethical points of view.

2809. Environmental Ethics. Concepts of nature and their ethical implications.

4900. Advanced Readings in Ethics. An individualized course tailored to the specialized moral interests of each student.

5000. Instructional Field Placement in Applied Ethics. A part-time, one semester period of practical work designed to provide experience in medical, psychiatric, environmental, or other similar settings. Students may be placed, e.g., in a government policy office or a hospital."

99.6 Waiver of Admission Requirements - Fall Semester, 2001

The Senate received for information a copy of a memorandum, dated April 3, 2000, from the Senate Committee on Undergraduate Studies to the Director, Programme Development, Department of Education, advising that a request for a waiver of the University's admission requirements be granted for the Fall Semester, 2001, to accommodate a select group of students doing pilot versions of Level III courses in the areas of Language Arts, Mathematics and Science, had been granted. The waiver is granted with the proviso that an additional elective at the 3000-level will be used to satisfy admission requirements.

100. Report of the Academic Council of the School of Graduate Studies **100.1 Faculty of Education**< U>

Page 439, 2000-2001 Calendar, following the heading Regulations Governing the Degree of Master of Education, delete the entry in its entirety and replace with the following:

"REGULATIONS GOVERNING THE DEGREE OF MASTER OF EDUCATION

Professor and Dean

B. Burnaby

Associate Professor and Associate Dean

NOTES: 1) Students who are admitted to the Master of Education Degree programmes as of Spring Semester 1994 will be governed by the following regulations. Students admitted

to the Master of Education Degree programmes prior to Spring Semester 1994 are asked to take note of Graduate Studies General Regulations D.4 and D.5.

2) In the case of the following general programme regulations and the specific programme regulations, which govern all Master of Education degree programmes, Dean refers to the Dean of Graduate Studies, Dean of Education refers to the Office of the Dean, Faculty of Education, and Faculty refers to the Faculty of Education, through its various operating committees.

3) Students taking any of the Master of Education Degree programmes are advised that a Bachelor of Education Degree is required for employment in the K - 12 system.

The Master of Education is offered in the following areas: Educational Leadership Studies, Teaching and Learning Studies, Counselling Psychology, and Post-Secondary Studies.

A) QUALIFICATIONS FOR ADMISSION

1. Admission to the Master of Education is limited and competitive. To

be considered for admission to a graduate programme in Education, an applicant shall:

a) have from a recognized institution, either (i) an undergraduate degree

with at least second class standing, or (ii) an undergraduate degree and an average of at least 70% in the last 90 attempted undergraduate credit hours.

b) meet the requirements set forth in the specific programme regulations.

2. Only in exceptional circumstances, and only on the recommendation of

the Dean of Education, shall the Dean consider applicants who do not meet the requirements in 1.

3. Please refer to specific programme regulations (Section H) for additional

admission requirements.

B) PROGRAMME OF STUDY

1. Candidates for the Master of Education (Educational Leadership,

Teaching and Learning Studies) shall be required to complete a minimum of:

- 18 credit hours plus a thesis; or
- 24 credit hours plus an internship report, a project report or a paper folio;
or
- 30 credit hours on the comprehensive-course route.

Candidates for the Master of Education (Post-Secondary Studies) shall be required to complete a minimum of:

- 18 credit hours plus a thesis; or
- 24 credit hours plus an internship; or

c) 30 credit hours on the comprehensive-course route

Candidates for the Master of Education (Counselling Psychology) shall be required to complete a minimum of:

- 30 credit hours (which include an internship) plus a thesis; or
- 36 credit hours (which include an internship) on the comprehensive-course route.

Unless otherwise indicated, all courses have a 3-credit hour value.

Programmes for some candidates may exceed the above minimum.

2. Candidates may apply for transfer to course credits. All course transfers

require the approval of the Dean, on the recommendation of the Dean of Education, and are subject to General Regulation D.7 of the School of Graduate Studies.

3. a) A candidate in full-time attendance may register for a maximum of

12 credit hours in any regular semester and a maximum of 6 credit hours in intersession or summer session.

b) A candidate in part-time attendance may register for a maximum of

3 credit hours in any semester, including intersession or summer session.

4. Before submission of the proposal for thesis, project, internship, or paper

folio, a Supervisory Committee shall be recommended by the Dean of Education, in consultation with the candidate, and approved by the Dean. The Supervisory Committee shall consist of the Supervisor and at least one other member.

The function of the Supervisory Committee shall be to approve the proposal for the thesis, project, internship, or paper folio, and to exercise supervision in the conduct of the study on behalf of the Faculty, subject to the final approval of the Dean.

C) PERIOD OF STUDY

The period of the study for a graduate programme shall not normally exceed

six years beyond first registration. Completion of some programme components may require full-time study on the University campus.

D) EVALUATION

1. In order to continue as a candidate for the Master of Education degree, a

candidate who receives a final grade of "C" in any programme course must repeat that course and obtain a minimum grade of "B". In the case of an elective course a suitable replacement course, acceptable to the Faculty, may be substituted for the failed course. Only one such repetition/replacement shall be permitted on the candidate's graduate programme. Should a grade of less than "B" be obtained in the repeated course, replacement course, or any other programme course, the candidate shall be required to withdraw from the programme.

2. When the Faculty has determined, through consultation with the

candidate, the instructors of graduate courses, and the programme advisor or thesis supervisor that the candidate's work has fallen below satisfactory level, it may request that the Dean of Education recommend to the Dean that the candidate's programme be terminated.

E) THESIS OR REPORT

See School of Graduate Studies General Regulation J. Theses and Reports

(Reports include Internship Reports, Paper Folios, and Project Reports).

F) PROGRAMME REGULATIONS

Every candidate in graduate studies shall comply with the School of Graduate

Studies General Regulations, the Degree Regulations (Section B-1), and the specific programme regulations as outlined in Section H.

G) APPEALS AND WAIVERS PROCEDURES

Candidates are advised that appeals and waivers of any regulations governing the degree of Master of Education are governed by School of Graduate Studies General Regulations E and F.

H) SPECIFIC PROGRAMMES

1. Educational Leadership Studies

Educational Leadership Studies is designed to prepare candidates for leadership in Education.

a) ADMISSION REQUIREMENTS

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

i) students must have completed an undergraduate course in statistics (E2900 or the equivalent).

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

iii) a minimum of two years of teaching/leadership experience is recommended.

b) PROGRAMME REQUIREMENTS

i) all students in the Master of Education Programme (Educational Leadership Studies) must complete:

E6100 Research Designs and Methods in Education

E6204 Educational Administration: Theory and Practice

E6205 Educational Policy: Theory and Practice

and one of the following:

- 6 credit hours (thesis route) within closed electives as listed in v) below

- 9 credit hours (internship, paper folio, project, comprehensive-course route)

within closed electives as listed in v) below

ii) students on the thesis route must complete at least one of the research

courses listed below (E6100 is prerequisite):

E6466 Qualitative Research Methods

E6467 Quantitative Research Methods

E6468 Critical Approaches to Educational Research

iii) students on the comprehensive-course route must complete E6290

Research and Development Seminar in Educational Leadership Studies. Normally students would be permitted to register for this course only after all other course requirements have been met, or during the student's last semester of studies.

iv) to meet total credit hour requirements students may choose electives from

any university graduate offering provided that those chosen are appropriate to the student's programme:

- students on the thesis route must complete a total of at least 18 credit hours

- students on the internship, paper folio, or project route must complete a total of at least 24 credit hours

- students on the comprehensive-course route must complete a total of at least 30 credit hours

v) Closed electives are those listed below:

E6202 Social Context of Educational Leadership

E6203 Leadership: Theory and Practice

E6321 Supervisory Processes in Education

E6330 Educational Finance

E6335 Legal Foundations of Educational Administration

E6410 Seminar on Philosophical Issues in Educational Policy and Leadership

E6425 Comparative Perspectives in Public Education, Reform and Leadership

E6440 Family-School Relations: Leadership and Policy Implications

Courses must be appropriate to the programme and chosen in consultation with the advisor.

2. Teaching and Learning Studies

The graduate programme in Teaching and Learning Studies focuses on the cognitive foundations of teaching and learning as well as the concepts of teaching and learning within the context of speciality areas.

This graduate degree is intended to focus on the study of teaching and learning. Two options are available:

Option One

To study in one of the following areas: Language and Literacy Studies, Mathematics Education, Science Education, Second Language Education, Social Studies, Computers in Education or Teacher-Librarianship.

Option Two

To study in a programme of student's own design within Teaching and Learning Studies. This programme is to be designed in consultation with a faculty advisor.

a) ADMISSION REQUIREMENTS

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

i) students must have completed an undergraduate course in statistics (E2900 or the equivalent).

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

iii) a minimum of two years of teaching or related experience is recommended.

b) PROGRAMME REQUIREMENTS

i) all students in the Master of Education Programme (Teaching and Learning

Studies) must complete:

E6100 Research Designs and Methods in Education

E6602 Curriculum Studies

E6300 Teaching and Learning

ii) students on the thesis route must complete at least one of the research

courses listed below (E6100 is prerequisite):

E6466 Qualitative Research Methods

E6467 Quantitative Research Methods

E6468 Critical Approaches to Educational Research

and at least 2 courses from any university graduate offering provided that those chosen are appropriate to the student's programme.

iii) students choosing Option One, on the internship, paper folio, project, and

comprehensive-course route, must complete at least 2 courses within one particular speciality area from the list in vii) below.

iv) students choosing Option Two, must choose courses that have been

designated through consultation with a faculty advisor during the first semester of studies in this programme.

v) students on the comprehensive-course route must complete E6390

Research and Development in Teaching and Learning Studies. Normally students would be permitted to register for this course only after all other course requirements have been met, or during the student's last semester of studies.

vi) to meet total credit hour requirements students may choose electives from

any university graduate offering provided that those chosen are appropriate to the student's programme:

- students on the thesis route must complete a total of at least 18 credit hours
- students on the internship, paper folio, or project route must complete a total of at least 24 credit hours
- students on the comprehensive-course route must complete a total of at least 30 credit hours

vii) core speciality courses in the study of teaching and learning areas are those listed below:

Language and Literacy Studies

E6641 Writing in the Primary, Elementary and Secondary Schools

E6643 Contemporary Issues in Secondary English

E6645 Literature for Children and Adolescents

E6693 Literacy for the Young Child in Home and School

E6647 Diagnosis and Remediation of Reading and Writing Difficulties

Mathematics Education

E6630 Critical Issues in Mathematics Education

E6634 Teaching and Learning to Solve Mathematics Problems

E6639 Technology and the Teaching and Learning of Mathematics

Science Education

E6653 Contemporary Issues in Science Education I

E6655 The Nature of Science and Science Education

E6658 Teaching and Learning Scientific Concepts, Laws, and Theories

Second Language Education

E6665 Second Language Curriculum

E6667 Second Language Instruction

E6668 Current Issues in Second Language Education

Social Studies Education

E6670 Teaching and Learning Social Studies

E6671 Research in Social Studies Education

E6672 Issues and Trends in Social Studies

Educational Computing

E6610 Research on Computers in the Curriculum

E6620 Issues and Trends in Educational Computing

Teacher-Librarianship

E6662 Seminar in Teacher-Librarianship

E6664 Seminar on School Improvement

Additional courses in the speciality areas are available.

3. Counselling Psychology

The mission of the programme in Counselling Psychology is to prepare highly knowledgeable, skilled, dedicated, and ethical professional practitioners, who will endeavour to enhance human potential throughout the life span and who can effectively practice within a variety of settings.

The Counselling Psychology faculty promotes counselling as an effective, viable means of assisting individuals throughout the life span. The counselling psychologist, regardless of his or her theoretical stance or work setting, functions as a change agent who is sensitive to and knowledgeable about the range of human development reflected in individual differences and cultural and linguistic diversity. Effective and positive change is brought about by assisting clients to: examine and modify their behaviour for more effective living; cope with, adjust to, or otherwise negotiate the environments affecting their psychosocial well-being; and effect change in the larger society.

The practice of Counselling Psychology is based on theory and research, an understanding of ethical practices, and a set of professional and interpersonal skills. It is essential that graduate students study a variety of conceptual frameworks and research

findings as preparation for collaborative work with other helping professionals, paraprofessionals, and a variety of self-help groups.

The Counselling Psychology faculty, while representing a range of views, agree that the uniqueness of the individual and his or her personal strengths must be acknowledged and respected. To fully explore professional issues and personal values, a trusting and open atmosphere must be present.

Individuals from a wide variety of personal, social, and educational backgrounds are encouraged to apply to the Counselling Psychology programme. The programme provides a broad-based sequence of studies and supervised experiences that will prepare graduate students to be knowledgeable and skilled practitioners who can function in a variety of settings. By the time they have completed this programme, students will have acquired knowledge and competencies in the following general areas:

- individual and group counselling theory and techniques
- legal and ethical aspects of counselling
- human development and learning
- social, cultural, and linguistic diversity
- career education and counselling
- programme development and implementation
- measurement and appraisal
- research and programme evaluation
- application of current technology
- service delivery in rural areas

a) ADMISSION REQUIREMENTS

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

i) must have completed Introduction to Counselling (E3210).

ii) should have completed at least one undergraduate course on each of the

following topics: statistics (E2900), assessment (E3280, E3290, E3950, E3955 or E4950), introduction to career education (E3211), introduction to exceptionality (E3220 or E3230). (Or their equivalent)

NOTE: Many of these courses are prerequisites to specific graduate courses and must be completed before taking those courses.

iii) normally have at least one year of teaching (or related work) experience.

iv) must submit a resume that contains a concise rationale for the application

(500 words or less) and three letters of recommendation (preferably one from each of the following: previous university instructors, supervisors, or employers).

v) should note admission is selective and controlled by an admission

committee of faculty members involved in the programme. An interview may be required if deemed necessary.

vi) should note the Graduate Record Examination may be required.

b) PROGRAMME REQUIREMENTS

i) all students in the Master of Education (Counselling Psychology)

programme shall be required to complete:

E6100 Research Designs and Methods in Education (Prerequisite: Education 2900)

E6702 Counselling Psychology: Theory and Practice (Prerequisite: Education 3210)

E6706 Career Education and Career Counselling (Prerequisite: Education 3211)

E6708 Group Counselling: Theory and Practice (Prerequisite: Education 6702)

E6709 Assessment of Intelligence and Learning Skills (Prerequisite: All courses required for programme admission and/or a Special Education; M.Ed. Psych. or equivalent Masters degree. Normally, students in Counselling Psychology will not enroll in this course until the latter part of their programme)

E6720 Internship in Counselling Psychology (Prerequisite: Normally completion of all Courses)

ii) Students on the thesis route must complete the core courses listed above

(24 credit hours) as well as a minimum of 6 credit hours from the closed electives indicated below for a total of 30 credit hours.

iii) Students on the comprehensive-course route must complete the core courses listed above (24 credit hours) as well as a minimum of 6 credit hours from the closed electives

and 6 credit hours from any university graduate offering provided that those chosen are appropriate to the student's programme for a total of 36 credit hours.

iv) All students in the Counselling Psychology programme must complete

E6720. The Internship may be fulfilled full-time or part-time and must comprise 600 clock hours with 240 hours of direct service with clients. It cannot be completed as part of your regular employment. *It is strongly recommended that students take no other course during the full-time internship.*

v) Closed electives are those listed below:

E6703 Personal and Professional Development Group

E6705 Nature and Development of School Counselling Services

E6712 The Nature and Assessment of Behaviour Disorders in Children and Adolescents

E6714 Principles and Practices in Exceptionality

E6716 Working with Families and Parents

E6717 Counselling Adolescents

E6718 Elementary School Counselling

E6719 Cultural Issues in Counselling

E6802 Adult Learning and Development

NOTES: Student membership in the Canadian Counselling Association

(CCA) or other appropriate professional organizations is strongly recommended for all students in the programme.

Students who plan to work in the school system should be aware of the Department of Education regulations to be eligible to work as a school counsellor.

Students who plan to become registered psychologists in Newfoundland and Labrador should review the requirements of the Newfoundland Board of Examiners in Psychology.

4. Post-Secondary Studies

The graduate programme in Post-Secondary Studies is designed to prepare candidates to function in a variety of roles in informal and formal post-secondary learning environments (including academic, technical, professional, adult education, and student

services/development). It facilitates a study of the post-secondary educational system through an examination of its foundations, directions, organization and administration; and through curriculum and instructional development options for occupational preparation and adult education.

a) ADMISSION REQUIREMENTS

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

i) candidates must have completed an undergraduate course in statistics

(E2900 or the equivalent); at least 3 credit hours in adult learning (E2801 or the equivalent); and 3 credit hours in post-secondary education (E2720 or the equivalent).

ii) Two years of successful experience in working with adult learners is recommended.

b) PROGRAMME REQUIREMENTS

i) candidates for the Master of Education (Post-Secondary) must complete courses in the following areas that form the programme core:

E6100 Research Designs and Methods in Education

E6801 Foundations of Post-Secondary Programmes

E6802 Adult Learning and Development

E6803 Research in Post-Secondary Education

and not fewer than 6 credit hours from closed electives in vi) below.

ii) students on the comprehensive-course route must complete E6890

Research and Development Seminar in Post-Secondary Studies.

iii) students on the internship route must complete E6891 Internship in Post-Secondary Studies (6 credit hours).

iv) normally, students will be permitted to register for E6890 and E6891 only after all other course requirements have been met.

v) to meet total credit hour requirements students may choose courses from

other graduate offerings within the Faculty, the University, or other universities provided the courses chosen are appropriate to the student's programme. Students on the thesis route must complete a total of at least 18 credit hours; and those on the internship or comprehensive-course route a total of at least 30 credit hours.

vi) Closed electives are those listed below:

E6804 Leadership and Human Resource Development in Post-Secondary Education

E6805 Advanced Human Resource Communication

E6822 Foundations of Instructional Design in Post-Secondary Education

E6823 Principles of Programme Design and Development

E6832 Issues and Trends in the Administration of Post-Secondary Education

E6841 Student Development Theory, Services and Programmes in Post-Secondary Education.

E6940 Administration of Student Services in Post-Secondary Education

Courses must be appropriate to the programme and chosen in consultation with the advisor.

Page 442, 1999-2000 Calendar, following the heading Courses, delete E6201 in its entirety, and delete all reference to 2 or 3 credit hours"

100.2 Master of Employment Relations

NEW PROGRAMME

"REGULATIONS GOVERNING THE DEGREE OF MASTER OF EMPLOYMENT RELATIONS

The Master of Employment Relations (MER) is a multi-disciplinary programme providing advanced level study of all aspects of the employment relationship.

The MER programme is offered by full-time or part-time study and involves 30 credit hours of course work, including a major supervised paper. Candidates registered on a full-time basis will normally complete the programme in one academic year.

The following regulations must be read in conjunction with the General Regulations of the School of Graduate Studies of Memorial University.

A) ADMINISTRATION

1. The programme shall be administered by a Director, who shall be

appointed by the Dean of Graduate Studies on the recommendation of the Deans of Arts and Business Administration. In making this recommendation, the Deans of Arts and Business Administration shall consult with the employment relations community both within and outside the University.

2. The Director shall be responsible to a Graduate Committee in

Employment Relations (GCER) for the purposes of administering the programme. The GCER shall consist of five members appointed by the Dean of Graduate Studies on the recommendation of the Director. The GCER will include the Director, who shall chair the committee, and two faculty members from each of the Faculties of Arts and Business Administration.

3. An Advisory Board in Employment Relations (ABER) shall be

established for the purposes of consulting with and obtaining feedback from the employment relations community. The ABER will consist of a broad cross-section of members from the employment relations community both within and outside the University who shall be appointed by the Dean of Graduate Studies on the recommendation of the Director.

B) QUALIFICATIONS FOR ADMISSION

1. Admission is limited and competitive.

2. To be considered for admission to the MER programme, an applicant

shall have:

a) An undergraduate degree, with a minimum B standing, from an institution recognized by Senate; and

b) An undergraduate course in organizational behaviour and microeconomics, from an institution recognized by Senate, with a minimum B standing in each course.

3. In exceptional cases, applicants who have not completed an

undergraduate degree may be considered for admission. Non-degree holding applicants must demonstrate significant professional experience and success in employment

relations and have completed an undergraduate course in organizational behaviour and microeconomics, from an institution recognized by Senate, with a minimum B standing in each course.

4. All applicants are strongly encouraged to complete an introductory course in statistics prior to admission.

C) DEADLINES FOR APPLICATIONS

1. Applicants seeking full-time enrolment will normally only be admitted to the programme in the Fall (September) semester.

2. Applications must be postmarked no later than February 15 for applicants wishing to enter full-time or part-time studies in the Fall (September) semester.

3. Applications must be postmarked not later than August 15 for applicants wishing to enter part-time studies in the Winter (January) semester.

4. Individuals submitting applications later than the above dates are not

assured of consideration for admission to the programme in the semester desired; their applications will be processed only if time and resources permit.

D) PROCEDURE FOR ADMISSION

1. Applications for admission to the MER programme must be made on the appropriate form and submitted to the School of Graduate Studies.

2. The following documents must be submitted in support of the official application form:

a) Letter of appraisal from three referees, at least one of whom is capable of appraising the applicant's academic potential as a graduate student, and at least one of whom is capable of appraising the applicant's professional experience and/or actual or likely success in a career in employment relations.

b) Two copies of the MER Employment Experience Information Form.

c) Two official transcripts from each university or other post-secondary institution previously attended, to be sent directly by its Registrar (or equivalent officer) to the School of Graduate Studies. If not recorded on the transcript, official evidence of completion of undergraduate degree must also be submitted.

3. Application files are normally evaluated after the deadline dates for application noted above and only when all required documentation has been received.

4. Admission shall be by the Dean of Graduate Studies on the recommendation of the GCER. Upon notification from the Dean of the School of Graduate Studies of acceptance into the MER programme, applicants must give written notice to the School of Graduate Studies of their intention to register.

E) PROGRAMME OF STUDY

1. The MER programme consists of 30 credit hours of course work as specified in Table I. These include 24 hours of compulsory courses and 6 hours of elective courses. The compulsory courses are comprised of 18 hours of core courses specified in Table II and 6 hours for a research seminar.
2. The compulsory core courses introduce students to the three main areas of study in the programme: labour-management relations; human resources management; and labour market and social policy analysis.
3. Electives allow students to specialize in one or more of the three main areas of study. Electives must be chosen from the list of approved electives specified in Table III. Other courses may be approved and added to Table III from time to time by the GCER.
4. Candidates are responsible for fulfilling all pre-requisites and may require special permission from the Department offering an elective to enrol in the course.
5. The Research Seminar in Employment Relations requires students to design and execute an independent research project. This course is divided into three parts, representing 2 credit hours of course work in each of the Fall, Winter and Spring semesters. Part I requires the identification of a research problem, part II requires the development and execution of a methodology appropriate to addressing the problem, and part III requires the analysis of results, including completion of a final report. The problem, methodology and analysis of results will be undertaken by the candidate in consultation with the course instructor(s).

6. Candidates enrolled in Research Seminar in Employment Relations will normally have completed an introductory course in statistics. If candidates' records suggest a deficiency in statistics, the GCER reserves the right to require that they complete a foundation course in statistics as part of, and to be completed during their programme.

7. Candidates enrolled in part-time studies must complete the 18 hours of core courses before enrolling in the research seminar course, and at least 9 hours of core courses before enrolling in an elective course.

8. A waiver of a core course may be granted by the Dean of Graduate Studies on the recommendation of the GCER if the candidate can demonstrate that the material in the course has been substantially covered by other courses taken at this or another recognized university. In such cases, the course must be replaced by another course offered by Memorial University in consultation with the candidate, and approved by the GCER. The maximum number of core courses that can be waived is 3 and all replacement courses must be taken during the candidate's period of enrollment in the programme.

9. Each student's programme of study must be approved by the GCER. The GCER reserves the right to restrict candidates from taking particular courses if it is deemed that those courses do not add sufficient value beyond courses that the candidate has completed at the undergraduate level.

F) EVALUATION

1. Candidates for the MER Degree must obtain a grade of B or better in all programme courses.

2. Candidates who receive a grade of less than B in a programme course will be permitted to remain in the programme, provided the course is repeated and passed with a grade of B or better. Alternatively, the candidate may, on the recommendation of the GCER, and with the approval of the Dean of Graduate Studies, substitute another graduate course. Only one course repetition or substitution will be permitted during the candidate's programme after which the candidate shall be required to withdraw from the programme.

G) COURSES

The schedule of courses for the MER programme is as follows:

TABLE I - Schedule of Courses

Term I (Fall)

Three core courses from Table II (9 credit hours)

One elective from Table III (3 credit hours)

EMRE 6010. Research Seminar in Employment Relations I (2 credit hours)

Term II (Winter)

Three core courses from Table II (9 credit hours)

One elective from Table III (3 credit hours)

EMRE 6020. Research Seminar in Employment Relations II (2 credit hours)

Term III (Spring)

EMRE 6030. Research Seminar in Employment Relations III (2 credit hours)

TABLE II - Core Courses

BUSI 8204 Human Resources Management (3 credit hours)

BUSI 8210 Labour Relations (3 credit hours)

BUSI xxxx Labour Law (3 credit hours)

ECON xxxx Labour Market Economics (3 credit hours)

HIST 6075 Advanced Studies in Labour and Working-Class History (3 credit hours)

SOCI 6360 Sociology of Work (3 credit hours)

TABLE III - Elective Courses

Labour-Management Relations:

BUSI 9013 Collective Agreement Administration and Arbitration (3 credit hours)

Human Resources Management:

BUSI 8104 Organizations: Behaviour and Structure (3 credit hours)

BUSI 8208 Strategic Management (3 credit hours)

BUSI 9311 Seminar in Human Resources Management (3 credit hours) [Prerequisite: 8204]

BUSI 9317 Current Issues in HRM (3 credit hours)

BUSI 9327 Human Issues in International Business (3 credit hours)

BUSI 9328 Change Management (3 credit hours)

EDUC 6203 Leadership: Theory and Practice (3 credit hours)

EDUC 6600 Learning and Motivation (3 credit hours)

EDUC 6706 Career Education and Career Counselling (3 credit hours)

EDUC 6802 Adult Learning and Development (3 credit hours)

EDUC 6401 Attitudes and Social Cognition (3 credit hours)

EDUC 6402 Group Processes (3 credit hours)

Labour Market and Social Policy Analysis:

BUSI 8108 Economics for Business (3 credit hours)

ECON 6000 Advanced Micro-economic Theory (3 credit hours)

ECON 6001 Advanced Macro-economic Theory (3 credit hours)

HIST 6000 Advanced Studies in Newfoundland History (3 credit hours)

HIST 6070 Advanced Studies in Social History (3 credit hours)

HIST 6090 Advanced Studies in Women's History (3 credit hours)

HIST 6120 Advanced Studies in Economic and Business History (3 credit hours)

POSC 6700 Canadian Politics (3 credit hours)

POSC 6770 Canadian Provincial Politics (3 credit hours)

SOCI 6320 Gender and Society (3 credit hours)

SOCI 6370 Feminist Theory and Methods (3 credit hours)

SCWK 6230 Seminar in Community Development (3 credit hours)

WSTD 6000 Feminist Theory (3 credit hours)

NOTE: Students may require special permission from the graduate programme prior to enrolling in a course."

101. Procedures for the Review of Academic Units and Programmes

At a meeting held on March 14, 2000, Senate tabled a motion to accept the Procedures for the Review of Units and Programmes until such time as a revised report is presented to Senate. At that meeting Dr. Simpson encouraged Senators to forward any further comments or suggestions for revision to the document to him or to Professor Coyne. The Committee would then continue to review the document, identify areas where further improvements can be made in the report, make these changes and bring the document back to Senate.

A memorandum dated 1 May, 2000 has now been received from Dr. Simpson forwarding a revised document which reflects many of the valuable suggestions made at the March 14th meeting of Senate together with some additional points that were received subsequently. Amongst other changes, the revised document

- recognizes the centrality of teaching to our mission more explicitly
- gives greater emphasis to the delivery of courses and curricula
- formally recognizes student representation in both the internal and external phases of reviews
- minimizes the defined role of CIAP
- acknowledges the diversity of units/programmes for purposes of review
- recognizes contributions by administrative and support staff
- refines and clarifies language throughout

It was moved by Professor Coyne, seconded by Dr. Clarke and carried, that the motion to approve the Procedures be lifted from the table.

Following discussion, a vote was taken on the motion made by Professor Coyne and seconded by Dean Lucas which was tabled at the March 14, 2000 meeting of Senate. The motion carried.

102. Report of the Steering Committee on Course Evaluations

At the meeting held on April 14, 2000, Senate agreed to table the report of the Steering Committee on Course Evaluations pending receipt of input from the Faculty Association.

A memorandum dated April 24, 2000 has been received from the President of the Faculty Association advising that the Executive has reviewed the Report and has substantive concerns about the proposal of the Senate Steering Committee on Course Evaluations. While the Association wishes to present these concerns to Senate for its consideration, it will be unable to do so in time for the May 9th meeting, but will make every effort to have comments ready for the next meeting of Senate.

It was moved by Dr. Bear, seconded by Dr. Ghazala and carried that this matter be deferred and that a special meeting of Senate be scheduled in June.

103. Report of the Advisory Committee on the Bookstore

A memorandum dated April 15, 2000 was received from the Advisory Committee on the Bookstore reporting on the Committee's deliberations during Winter Semester, 2000.

It was moved by Dr. Treslan, seconded by Dean Lucas and carried that the Report of the Advisory Committee on the Bookstore be received.

104. Report of the Committee on Senate Elections

A memorandum dated May 1, 2000 was received from the Committee on Senate Elections advising that the following people have been elected/re-elected to the Senate for a term of office commencing September 1, 2000, and expiring August 31, 2003.

CONSTITUENCY NAME

Business Administration

Dr. John Usher

Engineering and Applied Science

Dr. Ray Gosine

Dr. Gary Sabin

Library

Mr. Christopher Dennis

Ms. Karen Lippold

Medicine

Dr. Vernon Richardson

Dr. Michael Murray

Pharmacy

Dr. Mohamedtaki Kara

Physical Education, Recreation and Athletics

Professor Vivienne M. Kuester

Science

Dr. Margaret Brosnan

Dr. John Evans

Dr. Bruce Watson

Social Sciences

Dr. Michael Wernerheim

The following person was elected to Senate for a period of one year commencing September 1, 2000 and expiring August 31, 2001.

Social Work

Dr. Dennis Kimberley

105 **Review of Appeals Procedures**

A memorandum dated April 27, 2000 was received from the Executive Committee of Senate recommending to Senate that an ad hoc Committee be appointed to review Appeals Procedures, particularly with regard to the number of times an individual can appeal the same case, and the grounds on which an appeal may be re-activated.

It was moved by Mr. Collins, seconded by Dean Kealey and carried that this recommendation be accepted.

It was agreed to ask the Committee on Committees to submit membership and terms of reference for an ad hoc Committee for the consideration of Senate.

106. **The Executive Committee of Senate Denied the Following Appeals**

MUN No. 7136021 - Appeal to be Awarded the Degree of Master of Science

MUN No. 9905449 - Appeal for Waiver of Clause 4.c) of the Regulations governing the Minor Programme under the Regulations for the General Degree of Bachelor of Arts.

ADDENDUM TO THE AGENDA

107. Report of the Committee on Committees

107.1 Proposed Terms of Reference for an ad hoc Committee to Consider an Appeal for Re-admission from Student #7663263

At today's meeting, Senate agreed that an ad hoc Committee be appointed to consider an appeal from Student #7663263 for re-admission to the University and to the Faculty of Education.

At the request of the Executive Committee of Senate, the Committee on Committees presented to Senate the following terms of reference for an ad hoc Committee to consider the appeal for re-admission from Student #7663263.

- Will examine all documents submitted by the appellant in support of his appeal for readmission to the University;
- May examine any other written evidence which it deems relevant;
- May interview any individuals, organizations or institutions it deems necessary; and
- Will make a recommendation to the Senate in a timely fashion with regard to the appellant's application for re-admission to the University

It was moved by Dr. Sharpe, seconded by Dr. Lucas and carried, that the Terms of Reference for the ad hoc Committee be approved subject to necessary review and consultation with legal counsel.

Dr. C. Sharpe, Chair of the Committee on Committees agreed to make every effort to bring forward to Senate, at the special meeting to be held in June, a slate of members for the ad hoc Committee

107.2 Revised Terms of Reference and New Members for the Committee on Educational Technology

A memorandum dated 3 April, 2000 was received from the Committee on Committees proposing revised terms of reference for the Committee on Educational Technology.

It was moved by Dr. Sharpe, seconded by Mr. Collins and carried that Section VII, Subsection G.2. of the Handbook of Senate By-Laws be amended as follows:

Terms of Reference

- to act in an advisory and consultative capacity to the Senate and to the Executive Director of the School of Continuing Studies;
- to investigate and determine any issues of priority, or of suitability, which may arise in the development and delivery of technology-based instructional programmes by the University;
- to promote continuing enquiry and understanding among members of the University concerning the appropriate use of technology-based learning; and
- to review the means of technology-based distribution and their impact on education to ensure that they are appropriate and adequate to the context in which they are applied.

It was moved by Dr. Sharpe, seconded by Mr. Collins and carried that the following nominations for vacant positions on the Committee on Educational Technology be approved:

Dianne Cmor (Library)

Patrick Byrne (Department of English Language and Literature)

Andrew Fisher (Faculty of Engineering and Applied Science)

107.3 Undergraduate Student Representation on Standing and ad hoc Committees

On behalf of the Committee on Committees, it was moved by Dr. Sharpe, seconded by Mr. Dunne and carried, that the following students be appointed to standing Committees and ad hoc Committees of Senate as indicated:

Advisory Committee on the Library: Chris Hickey

Advisory Committee on the University Timetable: Jason Cunningham

Advisory Committee on the Bookstore: Travis Wooley

Committee on Copyright: Erin Farrell

Committee on Research: Ruth Jacobs

Committee on Honorary Degrees and

Ceremonial: Sherrie Lambe

Committee on Senate Elections: Chris Hickey

Senate Committee on Course Evaluations: Brian Budgell

Senate Committee on Undergraduate Studies: Keith Dunne,

Liam Walsh

Committee on Committees: Anthony Penny

Committee on Undergraduate Scholarships

and Financial Aid: Chris Vatcher

Executive committee of Senate: Liam Walsh

Subcommittee on Procedures for the

Changing of Grades: Liam Walsh

107.4 **Amendment to Senate By-laws**

A memorandum dated 9 May, 2000 was received from the Committee on Committees proposing amendments to the Senate By-Laws as a result of the dissolution of the Senate Advisory Committee on the University Budget and the Committee on Academic Planning and the introduction of the University Planning and Budget Committee.

On behalf of the Committee on Committees, it was moved by Dr. Sharpe, seconded by Mr. Dunne and carried that the following amendments to the Senate By-laws be approved:

Remove Subsections C. (Advisory Committee on the University Budget) and E. (Committee on Academic Planning);

Re-letter the committees from Advisory Committee on the University Timetable to University Committee on Admissions as C. to L. (noting that the University Committee on Enrollment was dissolved at the Senate meeting of April 11);

Add a new Subsection M. University Planning and Budget Committee, with the Terms of Reference those approved by the Senate at the meeting held on February 8.

These changes will take effect on May 15, 2000.

107.5 Interpretative Appendix to the Terms of Reference for the Planning and Budget Committee

A memorandum dated 9 May, 2000 was received from the Vice-President (Academic) proposing an interpretative appendix to the Terms of Reference of the Planning and Budget Committee as follows:

INTERPRETATIVE APPENDIX

Senate has appointed a Planning and Budget Committee in order to enable academic planning to occur fully informed about budgetary realities. By doing so it seeks to enhance its capacity to discuss institutional initiatives and priorities in the light of the resources required by them. At the same time it recognizes the respective roles of Board and Senate as spelled out in sections 33 and 56 of the Memorial University Act as amended in 1997. In particular, "the management, administration and control of the property, revenue, business and affairs of the university are vested in the board" (33). The board also has the specific powers set out in section 34 of the Act. For its part, "The senate shall have general charge of all matters of an academic character and it shall have power ... to appoint committees that it considers necessary and to confer upon the committees power and authority to act for the senate in and in relation to matters which the senate considers expedient and to appoint other committees that the senate considers expedient to act in an advisory capacity" (56). Senate has appointed its Planning and Budget Committee to act in such an advisory capacity with respect to budgetary and financial matters.

It was moved by Dr. Adamec, seconded by Dr. Tulett and carried that the Interpretative Appendix to the Terms of Reference of the University Planning and Budget Committee, be approved.

108. ADJOURNMENT

The meeting adjourned at 6:00 p.m.