

SENATE MINUTES

NOVEMBER 10, 1998

The regular meeting of Senate was held on Tuesday, November 10, 1998, at 4:00 p.m. in Room E5004.

26. PRESENT

The President, Dr. J. Strawbridge, Dr. K. Keough, Professor A. Fowler, Dean I. Bowmer, Mr. G. Collins, Acting Dean W. Davidson, Dr. E. Dow, Mr. W. Green, Dean G. Kealey, Dr. C. Loomis, Dean W. Ludlow, Dean T. Murphy, Dr. C. Orchard, Dean T. Piper, Dr. M. Haddara (for Dean R. Seshadri), Dr. M. Volk, Professor H. Weir, Dr. A. Aboulazm, Dr. R. Adamec, Professor P. Ayres, Dr. G. Bassler, Dr. J. Bear, Professor M. Coyne, Dr. D. Craig, Mrs. K. Dutton, Dr. S. Ghazala, Professor K. Hestekin, Mr. D. Howse, Dr. R. Klein, Professor V. Kuester, Dr. R. Lucas, Dr. I. Mazurkewich, Dr. Martin Mulligan, Dr. V. Maxwell, Dr. D. McKay, Dr. R. Payne, Dr. H. Pike, Dr. N. Rich, Dr. V. Richardson, Dr. G. Sabin, Dr. S. Saha, Dr. D. Thompson, Dr. D. Treslan, Dr. R. Venkatesan, Dr. K. Vidyasankar, Professor D. Walsh, Dr. B. Watson, Mr. B. Whitelaw, Dr. P. Wilson, Dr. S. Wolinetz, Ms. N. Peckford, Mr. D. Kirby, Mr. C. Corbett, Mr. J. Dalton, Ms. T. O'Reilly, Ms. L. Patey, Ms. N. Pike, Ms. D. Hardy, Ms. K. McDonald, Mr. S. Shave.

The President welcomed the following new Senators: academic staff member, Dr. B. Watson, graduate student representative, Mr. Dale Kirby, and undergraduate student representatives, Ms. Daisy Hardy, Ms. Kirsten McDonald and Mr. Stephen Shave.

Also in attendance, by invitation, were Dr. H. Gaskill and Dr. S. May, Department of Mathematics and Statistics, Dr. A. Ross, member of the ad hoc Committee on Course Evaluations and Dr. E. Simpson, Vice President (Academic) designate.

The President noted with regret the passing of Dr. John Whittaker, former Head of the Department of Classics.

27. APOLOGIES FOR ABSENCE

Apologies were received from Dr. S. Chandra, Dr. J. Evans, Dr. H. Hulan, Dr. M. Laryea, Dr. W. Locke, Dr. M. Paul, Dr. D. Tulett, Dr. C. Wood, Ms. K. Durant.

28. MINUTES

The Minutes of the regular meeting held on October 13, 1998, were taken as read and confirmed.

29. SPECIAL MEETING OF SENATE

A memorandum dated November 2, 1998 was received for information from the Secretary of Senate advising that the Acting Vice-President (Academic) has requested that the special meeting of Senate be deferred until December 8, 1998.

REPORT OF THE EXECUTIVE COMMITTEE OF SENATE

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

30. *Report of the Senate Committee on Undergraduate Studies

30.1 Department of Psychology

Page 238, 1998-99 University Calendar, following the heading Requirements for a Major in Psychology, amend clause 2.d) to read as follows:

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

Page 239, following the heading Requirements for a Major in Behavioural Neuroscience (B.Sc. only), amend clause 2.f) to read as follows:

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

30.2 Proposal for Electrical and Computer Engineering Bridging Programme with the College of the North Atlantic

Page 335, 1998–99 University Calendar, add the following new chart:

"CHART OF THE BRIDGING PROGRAMME FOR THE
ELECTRICAL AND COMPUTER ENGINEERING PROGRAMMES

FALL (BR1) WINTER (BR2)
1405

ENGINEERING MATHEMATICS I
2422

ENGINEERING MATHEMATICS II
1313

MECHANICS I
2313

MECHANICS II
3821

CIRCUIT ANALYSIS
2205

CHEMISTRY AND PHYSICS OF MAT.I
3861

DIGITAL LOGIC
ST 2510

STATISTICS FOR PHYSICAL SCIENCE
3891

ADVANCED PROGRAMMING
PM 2320

DISCRETE MATHEMATICS
ENGLISH COMPLEMENTARY STUDIES

NOTE: Students from the Electrical Engineering Technology programme are required to take a course in structured programming at the College of the North Atlantic before admission into the Bridging Programme."

Page 349, 1998–99 University Calendar, following the heading Admission Modes, delete the third paragraph of the section Bridging Programmes (as approved by Senate on May 12, 1998), and replace with the following:

"The currently approved bridging programmes are:

- (1) Civil Engineering Technology from the College of the North Atlantic to the Civil Engineering Programme.
- (2) Electrical Engineering Technology or Electronics Engineering Technology from the College of the North Atlantic to the Electrical or Computer Engineering Programme.
- (3) Naval Architecture Programme or Marine Systems Design Programme at the Fisheries and Marine Institute of Memorial University to the Ocean and Naval Architectural Engineering Programme.
- (4) Techniques d'architecture navale at the Institut maritime du Québec, Rimouski, to the Ocean and Naval Architectural Engineering Programme.

Details of individual course requirements are outlined in the preceding charts."

30.3 Department of History

New Course

3675. Navies and Societies Since 1650. An examination of the rise of modern navies since 1650 that places navies and naval decisions within broader national and international political, economic and social contexts.

NOTE: Credit may not be obtained for both History 3675 and the former History 3822.

Page 162, 1998–99 University Calendar, amend 3800–3830.
Contemporary Problems in Historical Perspective. to read as follows:

"3800–3830 (excluding 3822). Contemporary Problems in Historical Perspective."

New Courses

2031. Ancient Asian History. A study of the history of ancient India, China, and Japan with emphasis on the way of life of the people, their customs, traditions, art and heritage.

3870. An Introduction to the History of Western Architecture Since the Renaissance. The object of this course is to introduce students to the history of architecture in the western world, beginning with the revival of classical forms in Renaissance Italy.

Add History 3870 to the list of elective courses for the Bachelor of Arts with Certificate in Heritage Resources which was approved at the May 12, 1998 meeting of Senate.

30.4 Proposed Cut-off MSI Scores for Mathematics 1080 Entry

Page 230, 1998–99 University Calendar, amend the prerequisite for Mathematics 1080 to read as follows:

"Prerequisite: Level III Academic Mathematics or Level III Advanced Mathematics, and one of the following (i) a grade acceptable to the department on a placement test administered by the department; (ii) M104F."

30.5 Proposal for the Use of SAT II Level IC and Level IIC in Mathematics as Prerequisite for 1000–Level Mathematics Courses

A memorandum dated October 21, 1998 was received from the Senate Committee on Undergraduate Studies forwarding a proposal from the Department of Mathematics and Statistics that Senate approve in principle the use of SAT II Level IC and Level IIC Examinations in Mathematics for placement in entry–level courses and the submission of these scores as a prerequisite for registrations in all 1000–level Mathematics courses.

Dr. H. Gaskill, Head, Department of Mathematics and Statistics was in attendance to answer questions from Senators.

Following a lengthy discussion, it was moved by Dr. Wolinetz, seconded by Dr. Kealey and carried, that this proposal be forwarded to the Senate Committee on Academic Planning for review and for an early report back to the Senate. It was suggested that if possible such a report might form the basis for the special meeting of Senate scheduled for December 8, 1998.

During discussion of this item, the President and several other Senators commended the Department of Mathematics and Statistics on the work undertaken by the Department with regard to this long standing problem.

Report of the Academic Council of the School of Graduate Studies

30.6 New General Regulation M.3.

Page 406, 1998–99 University Calendar, following the heading M) Termination of a Graduate Programme clause 2., add new clause 3 as follows:

"3. The foregoing notwithstanding, the School of Graduate Studies reserves the right to require students to discontinue their studies, or to deny them re-admission, where a student has been determined to have engaged in unprofessional conduct. The code of ethics of each profession will serve as the guideline as to what constitutes unprofessional conduct. However, should there not be any statements of what constitutes unprofessional conduct, the following standard will apply:

Unprofessional Conduct: That conduct which involves a breach of duty which professional ethics enjoin.

NOTES: 1) If the University or a School or Faculty requires a student to discontinue his/her studies, that student must be advised of the nature of the case against him/her, must be provided with an opportunity to answer the case against him/her and must be advised of the right to appeal before the penalty imposed takes effect.

2) Appeals against actions taken under Clause 2 should be directed to the Senate of the University. Any such appeal should be made in writing clearly stating the basis for the appeal and should be directed to the Registrar of the University.

3) Appeals against actions taken under Clause 3 should be directed to the Academic Council of the School of Graduate Studies."

30.7 Calendar Revisions re Tuition Fees

Page 43, 1998–99 University Calendar following the heading B. Tuition Fees, delete clause B.3.a) and replace with the following:

"Fees are payable at the time of registration (See A.1. above). All graduate students must be registered in each semester of the three-semester academic year throughout the whole period of their programme until all academic requirements for the degree have been met and they have been deemed eligible to graduate by the School of Graduate Studies. Final dates in each semester for notification of completion of academic requirements (i.e. Submission of Recommendation for Award of Degree) in order to be deregistered from Graduate Registration 9000/Medicine 9900 without incurring liability for tuition are included in the University Diary."

Page 398, following the heading General Regulations, subheading C. Registration, amend C.1.a) to read as follows:

"All graduate students must be registered in each semester for the graduate programme registration appropriate to their discipline (see note) until all academic requirements for the degree have been met, except during periods for which leaves of absence have been granted (see C.6).

NOTE: e.g. Linguistics 9000, Chemistry 9000 or, in the case of Medicine, Medicine 9900."

Page 403, following the heading J) Theses and Reports, subheading 5. Time Limit for Revision, add the following note at the end of regulation J.5.:

"NOTE: Please refer to C.1. for regulations governing programme registration."

Page 9, of the 1998–99 University Calendar amend the University Diary (for the three semesters) as follows:

delete the following reference in each semester:

"Final date for Graduate Students to submit thesis or reports for examination in order to be deregistered from Graduate Registration 9000/Med 9900 course without incurring liability for tuition fees, Semester."

Reword "Final date for departments to submit Recommendation for Award of Degree for non–thesis graduate programmes completed semester" to read as follows:

"Final date for Departments to submit Recommendation for Award of Degree in order for graduate students to be deregistered from Graduate Registration 9000/Medicine 9900 without incurring liability for tuition fees, semester."

In answer to a question from the Acting Dean of Science regarding the late submission of examiners' reports, the Secretary agreed to work with the Dean of Graduate Studies to prepare a policy to deal with such eventualities for consideration at a future meeting of Senate.

31. Report of the Senate ad hoc Committee on Course Evaluations

At a meeting held on May 13, 1997, Senate considered and approved a proposal from the Vice–President (Academic), Council of Students' Union, recommending that an ad hoc Committee be appointed to consider the issue of mandatory course evaluations.

At a meeting held on September 9, 1997, Senate approved the following terms of reference for the Committee:

1. To review the variety and use of course evaluations in all faculties and schools at Memorial University.

To assess policies and practices respecting course evaluations in place in other Canadian universities, including their impact and effectiveness.

To explore how course evaluations and other sources of input could be used for the improvement and development of courses.

To consider the need for course evaluations at Memorial University and to make recommendations to Senate in this regard.

5. To develop policies on course evaluations suitable for Memorial University.

On the basis of its investigations, to make appropriate recommendations to Senate regarding the design and development of course evaluation instruments and the resources which would be required to implement them and monitor their impact.

The final report of the ad hoc Committee has now been received. Dr. Abraham Ross, a member of the ad hoc Committee and Senators, D. Walsh, C. Corbett and N. Peckford, also members of the ad hoc Committee, were in attendance to answer any questions relating to the report.

Following consideration, it was moved by Mr. Corbett, seconded by Professor Walsh and carried, that the Report of the ad hoc Committee on Course Evaluations and the following recommendations contained therein be adopted, with amendments to recommendations 3. and 5. as recommended by Senators and agreed by the members of the ad hoc Committee in attendance:

1. That Memorial adopt a course evaluation policy that all faculty would be encouraged to support.
2. That a steering committee be appointed to oversee the work of a small group of professionally competent individuals who would be given the task of designing a course evaluation system. The system would include a means of collecting data, as well as procedures to process and distribute information as appropriate under the policies adopted by the university.

3. That the policy embrace the concept of universality, i.e., that a core questionnaire with between 10–20 standard questions about a course be used by all professors across the university who choose to participate, and responses to these questions would be made available to the CSU and GSU.

4. That the policy include a process to assure confidentiality, i.e., responses to surveys could be categorized in a single blind review. In other words, professors would not have access to the names of students who filled out forms; but, an intermediary body composed of both faculty and students (to be created) would be able to identify students and arbitrate if any dispute arose over the accuracy or fairness of any responses, or if any other difficulties arose from the evaluation.

5. That the steering committee investigate electronic methods of collecting survey responses and the resources for achieving this.

6. That the policy and practice of course evaluations be monitored and evaluated biennially.

It was agreed to refer the question of the appointment of a steering committee, including appropriate student representation, to the Committee on Committees for subsequent report to Senate.

32. Memorandum dated September 25, 1998, in response to Recommendation 2. of the Report of the Senate ad hoc Committee on Outstanding Issues with Regard to the Proposed Computer Engineering Programme

This memorandum was received for information.

33. Amendments to the By-Laws and Constitution of the School of Continuing Education

A memorandum dated October 21, 1998 was received from the School of Continuing Education forwarding amendments to the By-Laws and Constitution for the Academic Council for the School of Continuing Education.

It was moved by Professor Weir, seconded by Mr. Collins and carried that the proposed amendments to the By-Laws and Constitution for

the Academic Council of the School of Continuing Education be approved for submission to the Board of Regents.

34. Report of the Committee on Committees

On behalf of the Committee on Committees, it was moved by Dr. Wolinetz, seconded by Mr. Collins and carried that the following report of the Committee on Committees be approved:

Election of Chair, Committee on Committees

Dr. Wolinetz reported that he has been re-appointed as Chair of the Committee on Committees for 1998-1999.

Graduate Student Representation on Standing Committees

The following graduate students have been nominated to the standing committees indicated for 1998-99:

Dale Kirby Committee on Enrolment

Geoffrey Payne Committee on Research

Terms of Reference and Membership of the ad hoc Committee to Review the Case of MUN Student No. 9717505

As agreed at the October 13, 1998 meeting of Senate, the Committee on Committees submitted the following terms of reference and membership of the ad hoc Committee to review the case of MUN Student No. 9717505.

Terms of Reference

The ad hoc Appeal Committee shall:

1. Examine all documents presented to the Senate.
2. Investigate
 - a. The appellant's claim that he could not see well enough to have copied from the other student's examination paper.

- b. The probability that the two students could have ended up writing similar answers without one copying from the other.
 - c. The physical position in which the students were sitting in the examination room.
3. Conduct further investigations as the committee deems necessary, and
 4. Report to Senate by its December meeting or as soon thereafter as possible.

Membership

Ray Penney, Psychology

Glynn George, Engineering

Roberta Hammett, Education

Roxanne Preston, Academic Advising Centre (Registrar's Office)

Stephen Shave, undergraduate student

35. ADJOURNMENT

The meeting adjourned at 5:50 p.m.