

## SENATE MINUTES

OCTOBER 12, 1999

The regular meeting of Senate was held on Tuesday, October 12, 1999, at 4:00 p.m. in Room E5004.

### 11. PRESENT

The President, Dr. E. Simpson, Dr. K. Keough, Professor A. Fowler, Mr. G. Collins, Acting Dean C. Doyle, Dr. E. Dow, Dr. C. Higgs, Dean G. Kealey, Acting Dean C. Leonard, Dean R. Lucas, Dr. C. Orchard, Dr. M. Volk, Professor H. Weir, Dr. A. Aboulazm, Dr. J. Ashton, Professor P. Ayres, Dr. G. Bassler, Dr. J. Bear, Dr. G. Clark, Professor M. Coyne, Dr. D. Craig, Dr. J. de Bruyn, Mrs. C. Dutton, Dr. J. Evans, Dr. J. Finney-Crawley, Dr. V. Gadag, Dr. S. Ghazala, Dr. D. Goldstein, Mr. D. Howse, Dr. M. Kara, Professor K. Knowles, Professor V. Kuester, Dr. D. McKay, Dr. J. McLean, 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, Ms. M. Mack, Mr. P. Barnes, Ms. L. Borden, Mr. K. Dunne, Mr. B. Harvey, Ms. N. Oldford, Ms. N. Pike, Mr. D. Tarrant.

The President welcomed new undergraduate student Senators, Mr. Peter Barnes, Mr. Brian Harvey and Mr. David Tarrant.

### 12. APOLOGIES FOR ABSENCE

Apologies were received from Dean W. Blake, Ms. F. Delaney, Dr. C. Loomis, Dean T. Murphy, Mr. L. O'Reilly, Dean R. Seshadri, Dr. R. Klein, Dr. V. Maxwell, Dr. S. Saha, Dr. W. Schipper.

### 13. MINUTES

The minutes of the regular meeting held on September 14, 1999 were taken as read and confirmed.

### 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:

## 14. \*Report of the Senate Committee on Undergraduate Studies

### 14.1 Election of Chair for 1999–2000 Academic Year

A memorandum dated September 17, 1999 was received from the Senate Committee on Undergraduate Studies advising that, at a meeting held on September 16, 1999, in accordance with the HANDBOOK OF SENATE BY-LAWS AND PROCEDURES, SECTION VI. SENATE COMMITTEES–SELECTION AND PROCEDURES, A. Senate Committee Procedures, Clause 7., Dr. Dennis Treslan was re-elected as Chair for the 1999–2000 academic year.

### 14.2 Faculty of Medicine

Page 314, 1999–2000 Calendar, following the heading Courses in the Third and Fourth Year of Medical Studies amend the title for Medicine 7280 to read as follows:

"Integrated Basic, Community Health and Clinical Sciences."

### 14.3 Faculty of Business Administration

Page 393, 1999–2000 Calendar, amend the title for Business 7250 to read as follows:

"Business and Industrial Marketing."

Page 392, amend the title and description for Business 6220 to read as follows:

"6220. Professional Selling and Sales Management. The professional selling component of this course will focus on professional selling skills and the selling process, as it is important to understand them to manage a sales force effectively. The sales management component will focus on sales forecasting; planning and budgeting; sales force organization; recruiting, selecting, training, motivating, and compensating salespeople; and evaluating and controlling the sales force and individual salespeople."

### 14.4 Department of Physics and Physical Oceanography

## New Courses

4330. Topics in Physical Oceanography. Advanced topics in Physical Oceanography will be covered.

Prerequisite: Permission of the instructor.

Corequisite: Physics 4300.

4300. Advanced Physical Oceanography. Fundamental properties of seawater and techniques of oceanographic measurement. The dynamical equations of oceanography are derived and solutions explored by comparison with oceanic observations. Properties of waves in rotating and non-rotating fluids. Linear and non-linear wave theory are developed.

Prerequisites: Physics 3300 and 3820 or Engineering 7033 or the permission

of the Instructor.

## 14.5 Department of Earth Sciences

Page 233, 1999–2000 Calendar, following the heading Fourth Year delete the course number, title and description for Earth Sciences 4160.

## New Course

4105. High Resolution Geophysics. A senior level field based course in high resolution geophysics with an emphasis on environmental applications. Topics to be covered include Ground Probing Radar, the Generalized Reciprocal method in refraction seismic, high resolution magnetic surveys, microgravimetry surveys, electromagnetic methods. This course has a laboratory component in which students conduct a series of surveys over a specific site and process and interpret the collected data.

Prerequisites: Earth Sciences 3170, 3172 and 3179.

## 14.6 Proposals for Programmes and/or Course Changes: Format for Submission of Calendar Changes 2000–2001

At a meeting held on January 28, 1999 the Executive Committee of Senate suggested that the Senate Committee on Undergraduate Studies seek uniformity in submissions from the various faculties and schools for the introductions of new courses, changes in programme requirements, etc. In response, the Senate Committee on Undergraduate Studies struck a subcommittee to consider the matter and make recommendations.

A memorandum dated September 24, 1999 has now been received from the Senate Committee on Undergraduate Studies together with a hard copy of the electronic document entitled **FORMAT FOR THE SUBMISSION OF PROPOSALS AND/OR COURSE CHANGES** which has been forwarded to all academic units for use when submitting future proposals for new undergraduate programmes and for extensions and changes to existing programmes (i.e. the introduction of new courses, changes in programme requirements, etc.).

This item was received for information.

#### 14.7 Deadlines for Dropping Courses and Withdrawing from the University

Page 55, 1999–2000 Calendar, following the Regulation P. Changes in Registered Courses amend as follows:

Delete note 2 in its entirety and renumber notes 3, 4, 5, and 6 as 2, 3, 4 and 5.

Insert new note 6 to read as follows:

"6. Every student has the right to appeal decisions resulting from the application of university regulations. Appeals of decisions resulting from the application of Regulation P. should be directed to the Senate Committee on Undergraduate Studies. Any such appeal should be made in writing, clearly stating the basis for the appeal and should be directed to the Secretary of the Committee, c/o the Office of the Registrar."

Delete the words "in his/her first semester" from Clause 2.a) and b).

Delete Clause 2. c) and d) in their entirety.

Following the Regulation Q. Withdrawals from University add new note 7 to read as follows:

"7. Every student has the right to appeal decisions resulting from the application of university regulations. Appeals of decisions resulting from the application of Regulation P. should be directed to the Senate Committee on Undergraduate Studies. Any such appeal should be made in writing, clearly stating the basis for the appeal and should be directed to the Secretary of the Committee, c/o the Office of the Registrar."

Delete the word "five" in the first sentences of Clause 1 and 2 and replace with "seven".

At the request of the Registrar, it was agreed that these changes would take effect for the Fall Semester, 1999.

14.8 Student #9623505 – Appeal Against the Department of Mathematics and Statistics – Re. Final Grade for Statistics 2560, Winter Semester 1999

A memorandum dated September 8, 1999 was received from the Senate Committee on Undergraduate Studies regarding an appeal from the above-noted student that, given his final examination script is missing, he be awarded a final grade in Statistics 2560 (Winter Semester, 1999) based on a proration of his term mark in that course.

The Senate Committee on Undergraduate Studies, having reviewed the information provided by both the student and the Department of Mathematics and Statistics and having taken into account that the student's appeal is supported by the Committee on Undergraduate Studies, Faculty of Science, recommended to the Department of Mathematics and Statistics that the student be awarded a final grade of A – 80% in Statistics 2560, Winter Semester, 1999, based on a proration of his term mark in that course as he requested.

In a memorandum dated August 12, 1999, to the Committee on Undergraduate Studies, Dr. H. Gaskill, Head of the Department of

Mathematics and Statistics responded to the Committee's recommendation by stating that the instructor for Statistics 2560, Winter Semester, 1999, "is completing a change of grade form to assign ... a grade of 70, the grade that he considers most appropriate, lacking any final examination paper."

At a meeting held on September 2, 1999, the Senate Committee on Undergraduate Studies again reviewed the information relevant to this student's case and agreed to uphold its original decision that this student should be awarded a final grade of A – 80% in Statistics 2560.

At the request of the Committee, the student's appeal was forwarded to Senate with the recommendation that student #9623505 be awarded a final grade of A – 80% in Statistics 2560, Winter Semester, 1999, based on a proration of his term mark in that course.

At a meeting held on September 30, 1999, the Executive Committee of Senate concurred with the recommendation of the Senate Committee on Undergraduate Studies and agreed that the appeal be placed on the agenda for this meeting of Senate. However, the Executive Committee asked that the Department be made aware of this decision and asked once again that a final grade of A – 80% in Statistics 2560 be awarded based on a proration of his term mark in the course.

A response dated 4 October, 1999 was received from the Head, Department of Mathematics and Statistics, advising that the instructor is agreeable to changing the grade to B – 75%.

The Secretary of Senate then advised the student that the Department of Mathematics and Statistics is agreeable to changing the grade to B – 75%. However, the student indicated that this was not acceptable and requested that his case be forwarded to Senate.

Following consideration, it was moved by Dr. Treslan, seconded by Mr. Dunne and carried, that student #9623505 be awarded a final grade of A – 80% in Statistics 2560, Winter Semester, 1999.

15. Report of the Academic Council of the School of Graduate Studies

## 15.1 Amendments to DEFINITION AND EXPLANATION OF TERMS USED IN THIS CALENDAR

Page 416, 1999–2000 Calendar, following the heading Definition and Explanation of Terms Used in the Calendar insert the following:

### "Special/Selected Topics Courses

Where a block of courses has been approved under a general heading such as selected topics, special areas, directed readings or like heading, each new course offered from that block of courses shall be approved in advance by the Faculty/School Council (or delegated Graduate Studies Committee). To ensure an orderly use of the courses and non-duplication between course numbers, titles and contents, the Council (or Committee) shall require the same quality and type of information as is needed for the approval of a regular course. (Consult the School of Graduate Studies or Deputy Registrar for administrative procedures.)."

## 16. Report of the Committee on Committees

On behalf of the Committee on Committees, Dr. Sharpe presented the Report of the Senate Committee on Committees as follows:

### 16.1. Senate Committee on Undergraduate Studies

It was moved by Dr. Sharpe, seconded by Mr. Collins and carried, that Ms. Louise Dawe be appointed to the Senate Committee on Undergraduate Studies for a term of office commencing immediately and expiring on April 30, 2002.

### 16.2 Steering Committee on Course Evaluations

It was moved by Dr. Sharpe, seconded by Mr. Collins and carried that Dr. Eileen Bragg be appointed to the Steering Committee on Course Evaluations.

### 16.3 Notice of Motion

In accordance with Section I.B. of the Handbook of Senate By-Laws and Procedures, Dr. Sharpe gave notice that at the November 9, 1999 meeting of Senate he will propose the following motions: Insert the following sentence after the first whole sentence of section VI.A.9. of the Handbook of Senate By-laws and Procedures (p.19).

"Officers of the Council of the Student Union and the Graduate Student Union who are members of Senate Committees as a result of their office may send a designated alternate to serve in their place."

Add the phrase "or designated alternate" after the title 'Vice-President (Academic) of the CSU' in the list of members of the following committees:

Committee on Academic Planning (Section VII.E.1(d). (page 24)

Committee on Undergraduate Studies (Section VII. L .1(e). (page 28)

Executive Committee of Senate (Section VII.N.I.(f). (Page 29)

17. Invitation from the Committee on Honorary Degrees and Ceremonial for Senators to consider nominating individuals for an Honorary Degree – Chair to report at the meeting

On behalf of the Committee on Honorary Degrees and Ceremonial, the President extended an invitation encouraging all Senators and others to consider nominating a candidate for an honorary degree. He noted that, while there are several excellent nominations for community service among the nominations currently under consideration by the Committee on Honorary Degrees and Ceremonial, there are relatively few academic nominations. He urged Senators to nominate candidates who are outstanding in disciplines which Memorial University represents.

The President noted that during the year 2000, Memorial will be celebrating a number of anniversaries which Senators may like to take into consideration when making nominations, including the following:



75th anniversary of the founding of Memorial University College in 1925

\* 50th anniversary of the creation of Memorial University of Newfoundland as a degree-granting institution in 1949

\* 35th anniversary of the establishment of the Marine Institute in 1964

\* 25th anniversary of the opening of Sir Wilfred Grenfell College in Corner Brook in 1975

\* First Graduating Class from the Bachelor of Nursing (Collaborative) Programme

\* 25th Anniversary of the opening of the School of Music

\* Viking Millenium

## ITEMS FOR INFORMATION

### 16. Student Appeals

The Secretary of the Executive Committee reported that three student appeals (MUN NO.s 9541871, 9751314 and 9929340) were denied and one student appeal (MUN NO. 9419193) was upheld.

### 17 Remarks from the Chair – Questions/Comments from Senators

#### 17.1 Agreement on Software Engineering

The President advised Senators that the Canadian Council of Professional Engineers (CCPE) and the Association of Professional Engineers and Geoscientists of Newfoundland (APEGN) have discontinued their lawsuit regarding the use of the term "software engineering" against Memorial University of Newfoundland. He noted the following points:

\* The CCPE has reached an agreement with the University and the Association of Universities and Colleges of Canada (AUCC). A tripartite agreement has been signed by three parties concerned (CCPE, AUCC and Memorial University). APEGN has declined to sign at this time.

\* CCPE will not commence litigation re trademark infringement of the term "Engineer and Engineering" for at least 5 years from the date of the report of a Panel, consisting of four members and a Chair, which will be established to make non-binding recommendations on the appropriate use of the term "software engineering" by Canadian universities.

\* Memorial University will withdraw any claims to the name "software engineering".

\* The four member panel to be established under the agreement will consist of representatives of science academia, engineering academia, the engineering profession and the information processing profession. In addition, an impartial chair with extensive involvement in university affairs will be appointed jointly by CCPE and AUCC.

\* The Panel will deliver a consensus-based report which will be non-binding on the parties concerned.

\* Memorial will then decide whether it wishes to act on any of the recommendations.

\* The President then expressed his gratitude to the AUCC for supporting Memorial in its position on this matter, and noted that he has written to the AUCC in this regard. The President remarked that notwithstanding this issue, Memorial has always had a good working relationship with the APEGN and CCPE in all other matters, and there is no reason to expect that this relationship cannot continue in the future. He also thanked Senators for having

deliberated this matter noting that a satisfactory conclusion has been reached for students and for society.

## 17.2 Visit to Corner Brook and Stephenville

The President made the following observations regarding his recent trip to Corner Brook and Stephenville:

- \* In general, there is a strong interest in and good will for Memorial University in the western region of the island.

- \* Memorial University in its present form is not well known. Many teachers and others who attended Memorial 10 – 20 years ago remember the institution as it was at that time, but are not aware of the many changes which have occurred since then.

- \* Student recruitment efforts have not been strong until recently. The reason for this is self evident – in the past, Memorial was inundated with students and aggressive recruitment was not necessary. However we now have an obligation to go out and make Memorial known to students in all parts of Newfoundland and Labrador.

- \* The contribution of individual faculty members and of the various academic units of the University to the community is not well known or understood. For instance, although the P. J. Gardiner Institute for Small Business, has a strong presence in Stephenville by way of the New Enterprise Store, this fact is not well known in that community.

- \* Old myths regarding Memorial persist, e.g. lack of transfer credit between the College of the North Atlantic and Memorial; the perceived impersonal environment at the St. John's campus.

- \* Concern was expressed by members of the business community about the communication skills of graduates, both oral and written. This is not a problem which is unique to Memorial, but attention should be focussed on the problem so that our graduates are recognized not only as competent in communication skills, but highly competent.

\* The Math Skills Inventory Test continues to cause a great deal of anxiety. The test is intended as a diagnostic tool to help students decide on the appropriate Mathematics courses. It is not intended as a punitive measure, and the emphasis should not be on pass or fail.

\* The President thanked Professor Fowler for arranging the visit to the College and for being so well received. He noted that the College has highly committed and enthusiastic students, faculty members and staff.

He observed that his meetings with students revealed that the issue of finances is a critical one for them. One strategy for dealing with this issue is the possibility of co-operative experience.

In order to deal with these perceptions, the President suggested that the University:

\* Communicate repeatedly and effectively Memorial's achievements as they pertain to the people of the province.

\* Develop closer working relationships with high school teachers of all disciplines in order to promote a better understanding of Memorial.

\* Strengthen the communication skills of Memorial graduates.

\* Rectify the problem of mathematics deficiencies.

\* Consider co-op or other experiential learning opportunities for more of our students, particularly for Sir Wilfred Grenfell College students.

Senators were given the opportunity to ask questions and to comment on the President's remarks.

Dr. Simpson commented that Senate has taken the issue of writing competency very seriously, has held discussions on the matter and has adopted ways to improve the situation.

He commented that greater effort should be made to publicize the achievements of Memorial students. He noted, for example, that Business students have dominated international writing competitions over this decade and Music students have excelled in national composition competitions over the last five years, but these achievements do not seem to be well known in the community.

## 18. ADJOURNMENT

The meeting adjourned at 5:00 p.m.