

SENATE MINUTES

SEPTEMBER 9, 1997

The regular meeting of Senate was held on Tuesday, September, 9, 1997, at 4:00 p.m. in Room E5004.

1. PRESENT

The President, Dr. J. Tuinman, Dr. K. Keough, Dr. K. Bindon, Dean W. Blake, Mr. G. Collins, Acting Dean W. Davidson, Mr. R. Ellis, Dean G. Kealey, Dr. M. Lamb, Dean W. Ludlow, Dr. F. Marsh, Dr. J. Black (for Dean T. Murphy), Mr. L. O'Reilly, Dean T. Piper, Dean R. Seshadri, Ms. D. Whalen, Dr. M. Volk, Dr. S. Abhyankar, Dr. A. Aboulazm, Dr. R. Adamec, Dr. G. Bassler, Dr. J. Bear, Professor L. Bennett, Mr. E. Brown, Dr. G. Burford, Dr. S. Chandra, Dr. G. Clark, Dr. D. Craig, Dr. S. Ghazala, Professor K. Hestekin, Dr. H. Hulan, Professor V. Kuester, Dr. O. Janzen, Dr. W. Locke, Dr. R. Lucas, Dr. I. Mazurkewich, Dr. M. Mulligan, Dr. V. Maxwell, Dr. D. McKay, Capt. W. Norman, Dr. M. Paul, Dr. R. Payne, Dr. N. Rich, Dr. V. Richardson, Dr. G. Sabin, Dr. S. Saha, Dr. G. Shorrocks, Dr. D. Treslan, Dr. D. Tulett, Dr. C. Turner, Dr. R. Venkatesan, Dr. K. Vidyasankar, Professor D. Walsh, Dr. A. Whittick, Dr. P. Wilson, Dr. S. Wolinetz, Dr. C. Wood, Ms. J. Sinclair, Mr. D. Baker, Mr. G. Beck, Mr. C. Lake, Ms. P. McCormick, Mr. D. Newton, Mr. J. Parsons.

A number of observers were also in attendance.

The President welcomed new and re-elected Senators, Dr. R. Venkatesan, Dr. D. Craig, Professor V. Kuester, Dr. S. Ghazala., Dr. H. Hulan, Dr. A. Whittick, Dr. P. Wilson, Dr. G. Sabin, Dr. C. Turner, Dr. W. Locke, Dr. W. Davidson, Acting Dean of Science, Professor F. Butler, Acting Director, School of Physical Education and Athletics, Dr. C. Loomis, Acting Director of Pharmacy, Mr. C. Lake, Mr. D. Newton and Mr. J. Parsons, undergraduate student representatives, Ms. J. Sinclair and Mr. K. Smedbol, graduate student representatives.

2. APOLOGIES FOR ABSENCE

The Chancellor, Dr. R. Rivkin, Dr. H. Williams, Mr. S. Musseau.

3. MINUTES

The Minutes of the regular meeting held on May 13, 1997 were taken as read and confirmed.

Senate Motion – University Governance

An item concerning the University's governance was circulated to Senators by Dr. R. Adamec before the commencement of the meeting.

It was moved by Dr. Adamec, seconded by Dr. Maxwell and carried that this item be added to the Senate Agenda as the first item of business following approval of the Minutes.

It was then moved by Dr. Adamec, seconded by Dr. Wood and carried that Section IV. A.2, SENATE MEETINGS AND PROCEDURES of the Handbook of Senate By-Laws and Procedures be set aside to permit consideration of the item without the required circulation of the document five days prior to the meeting of Senate.

It was then moved by Dr. Adamec, seconded by Dr. Maxwell and carried that the following motion be submitted to the Board of Regents:

The Senate requests that the Board of Regents hold an urgent full meeting of its members in order to:

- (a) Consider what procedures are appropriate where an incumbent's tenure of the office of Dean may be an issue; and
- (b) Undertake a full review of the dismissal of the Dean of Science in July of 1997 to determine whether proper and appropriate procedures were followed.

In both of these efforts, the Senate requests that the Board of Regents seek the advice of a Senate committee struck by the Committee on Committees to assist the Board in its review.

BUSINESS ARISING FROM THE MINUTES

Learning-to-Learn Credit Course

At a meeting held on May 13, 1997, during consideration of a report from the Senate Committee on Undergraduate Studies that it had approved a course to be offered by the University Counselling Centre, it was noted that there was no indication that the course had been forwarded to any faculty council for consideration as is the usual practice with new courses. Senate agreed that the matter should be forwarded to the Faculty Council of Science for consideration and report.

A response dated August 25, 1997, has now been received from the Faculty Council of Science expressing concern over the possible implications of the course being offered by the Counselling Centre as opposed to an academic unit and raising the following questions:

- * If the course remains under the auspices of the Counselling Centre, under whose academic umbrella will it fall?

- * To whom or which Undergraduate Studies Committee would students appeal a course grade or a request to drop a course, etc?

- * Who would be ultimately responsible for the course, etc?

It was moved by Mr. Collins, seconded by Dean Ludlow and carried that the questions posed by the Faculty Council of the Faculty of Science be referred back to the Senate Committee on Undergraduate Studies for further consideration and recommendation.

6. 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:

- *Report of the Senate Committee on Undergraduate Studies

6.1 School of Physical Education and Athletics

Page 255, 1996-97 Calendar, delete the following from the prerequisite for Physical Education 4320:

"2310, 2320, and 3320 or permission of the instructor".

6.2 Department of English

New Course

2160. North American Aboriginal Literature. This course will introduce aboriginal literature in a social, political and historical context. Beginning with the oral tradition (songs, narratives, legends, and orations), it will focus on different works by North American aboriginal writers: poetry, drama, short stories and novels.

6.3 Department of French and Spanish

Page 135, 1996–97 Calendar, delete course numbers, titles, and descriptions (in both French and English) for French 100F and 1001.

New Courses

1010. Français élémentaire I. Cours conçu pour initier le débutant aux quatre aptitudes langagières: la compréhension et l'expression orales et écrites seront développées au moyen d'exercices pratiques oraux et écrits.

Cours: Quatre heures par semaine.

Laboratoire: Une séance de laboratoire.

1010. Elementary French I. An introductory course for beginners designed to develop reading, writing, listening and speaking skills through practical oral and written exercises.

Lecture: Four hours per week.

Laboratory: One session per week (audio/multimedia).

1011. Français élémentaire II. Suite du Français 1010.

Cours: Quatre heures par semaine.

Laboratoire: Une séance de laboratoire.

Préalable: Français 1010, Français 100F ou équivalent.

1011. Elementary French II. A continuation of French 1010.

Lecture: Four hours per week.

Laboratory: One session per week(audio/multimedia).

Prerequisite: French 1010, French 100F or equivalent.

Add the following to the prerequisite note for French 1050 (English version):

"or French 1011."

Add the following to the prerequisite note for French 1050 (French version):

"ou Français 1011."

Page 134, following the heading Transfer Credit for Language Courses amend the last sentence of the first paragraph to read as follows:

"The result...the following series: the former French 1001, French 1010, 1011,...4750."

Following the heading Course List delete notes one and two and replace with the following:

"1) French 1010 is a course for beginners who have no high school French or who have not completed High School French 2100/01.

2) French 1011 is a course for students whose background is insufficient to permit direct entry into French 1050. For those students who have taken some French in school, a minimum of High School French 2100/01 is suggested for direct entry into French 1011. Students who have completed the former French 1001 will not receive credit for French 1011."

Amend note seven to read as follows:

"...in the sequence: the former French 1001, French 1010, 1011, 1050, 1051, the former 1060..."

6.4 Departments of English and Geography (Harlow Campus Semester)

Page 129, 1996–97 Calendar, insert the following after the entry for English 3700:

"3710–3729. Special Topics in English (available only as part of the Harlow Campus Semester)."

Page 142, insert the following after the entry for Geography 3701:

"3710–3729. Special Topics in Geography (available only as part of the Harlow Campus Semester)."

6.5 Sir Wilfred Grenfell College

Page 97, 1997–98 Calendar, following the heading Survey Courses amend the course title and description for Psychology 2625 to read as follows:

"2625. Survey of Personality. A survey of the theories of personality and relevant selected areas of research in the area of personality. Issues related to the application of this information to understanding abnormal behaviour will also be discussed. Theoretical systems covered will include: psychodynamic theory, behaviourism and cognitive-behavioural theory, humanism, traits and dispositions, social learning theory, psychological constructivism, information processing, and biological theories of personality.

NOTE: Credit may not be obtained for Psychology 2625 and 2610."

The following new course was tabled at a meeting of Senate held April 8, 1997 to permit further discussion between the Faculty of Arts and Sir Wilfred Grenfell College regarding the title:

New Course

University 1010. The University Experience. The course introduces students to the different modes of enquiry that one finds in the University, the interrelatedness of knowledge and the role of the University in society. It also provides students with tools and techniques of study and research that can lead them to academic success and fulfilling career.

6.6 Faculty of Engineering and Applied Science

Page 319, 1996–97 Calendar, following the heading Bachelor of Engineering Degree Programme, sub-heading Programme of Study delete the following paragraph.

"The Software Applications Laboratory', Engineering 100W, is a non-credit (Pass/Fail) laboratory course which will be covered in the first six weeks of Term I. Students who demonstrate adequate knowledge of the software covered in the course will be exempt from this course".

Insert the following subsection at the end of this section:

"Computing Foundations

Engineering students are expected to have a firm foundation in the fundamentals of using computers. Recognizing that students' backgrounds may vary widely, the Faculty offers workshops from time to time, directed particularly towards students in Term 1 and 2. Attendance at workshops is voluntary; it is each individual student's responsibility to ascertain whether or not they require the material on offer. Once a workshop has been given, however, it will be assumed all students have a competence in the material taught."

Page 311, 320 and 324, 1996–97 Calendar, remove all references to the ENGR 100W. This includes the reference to the course in the chart for the core programme on page 311, the paragraph referring to exemption from this course on page 320 (paragraph 13 under PROGRAMMES OF STUDY) and course description for this course given under TERM 1 COURSES on page 324.

6.7 Department of Folklore

Page 131, 1996–97 Calendar, following the heading Course List amend the course description for Folklore 4450 to read as follows:

"Folklore and Literature. (Same as English 4450). This course will examine the interrelationships among folklore forms and literary genres, the influence of oral traditions on written literatures, and consider the theoretical issues raised by these interrelationships. The primary emphasis will be on the interpretation of literature from the perspective of folk tradition. Extensive reading, oral and written reports will be required."

6.8 Faculty of Business Administration

Page 346, 1996–97 Calendar, amend the course description for Business 2401 by deleting "introduction to simulation" and adding "with applications" after "linear algebra".

Delete the prerequisite or corequisite note for Business 2401.

Following course description for Business 2401 add the following note:

"Note: A knowledge of the basic operations of spreadsheets is required."

Amend the prerequisite note for Business 4401 to read as follows:

"Prerequisite: Business 2401."

6.9 Introduction of a Placement Test – Change in Prerequisite for Mathematics 1080

Page 217, 1997–98 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 passing grade on a placement test administered by the department; (ii) M104F."

Page 215, following the heading Mathematics and Statistics sub-heading, Regulations delete Clause 1 and renumber Clauses 2, 3, 4, 5, 6, and 7 as 1, 2, 3, 4, 5, and 6 respectively.

6.10 Recognition of Degree from Atlantic Baptist University (Formerly Atlantic Baptist College)

A memorandum dated August 27, 1997, was received from the Executive Committee of Senate advising that it had reviewed the proposal from the Senate Committee on Undergraduate Studies recommending that Memorial University:

- (i) consider for transfer credit, courses completed at Atlantic Baptist University, subject to departmental evaluation; and
- (ii) consider for admission to post-baccalaureate programmes, graduates of degree programmes completed at Atlantic Baptist College subject to the agreement of the academic unit concerned and the applicability of the programme completed at Atlantic Baptist College to the programme sought at Memorial.

The Executive Committee noted that regulation B.6(c) of the current University Calendar, Transfers from Other Universities/Colleges reads as follows:

"c). Course credit which may be granted to any student transferring to this University from any other recognized university or college shall be subject to appropriate Departmental evaluation and University regulations.

Currently the above regulation (c) is interpreted to mean that, in the absence of a special Senate recognition, Memorial University recognizes only those Canadian Universities/Colleges which are ordinary members of the Association of Universities and Colleges of Canada (AUCC). All courses are considered on an individual basis by the relevant department which, in turn recommends to the Registrar the equivalent credit to be awarded.

Based on the results of a special meeting of Senate held on December 13, 1994 where the agenda was devoted entirely to "Recognition of Work Completed at Bible Colleges for Transfer Credit" and where a decision was taken that current regulations and practises would remain in effect, and based on the precedent which would be set by granting special status to the Atlantic Baptist University, the Executive Committee recommended to Senate that

Memorial should continue its current policy of recognizing only those Canadian Universities/Colleges which are ordinary members of the AUCC.

Following consideration, it was moved by Mr. Collins, seconded by Dean Kealey and carried, that no action be taken in this regard.

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

6.11 M.B.A. Regulations

Page 389, 1996–97 Calendar, following the heading Regulations Governing the Degree of Master of Business Administration, sub-heading, D) Advanced Standing amend Clause 2 to read as follows:

"2. The faculty's Committee on Graduate Studies may recommend advanced standing for students who have not been given direct entry to Term 3 (for certain term 1 and term 2 courses, and up to two elective courses) at the time of admission to the MBA program. After admission and normally not later than one week after registration, candidates may apply for advanced standing for courses. In either case, the following information must be submitted to the associate dean, Faculty of Business Administration, for evaluation by the Committee:

a) a detailed course outline for each course to be considered in the application for advanced standing;

b) a description of the method of evaluation used in each such course, the grades received, and the completion dates."

6.12 M. Env. Sci. Regulations

New Course

6009. Environmental Science Project

Page 379, 1996–97 Calendar, following the heading C. Degree Requirements, sub-heading 3. Master of Environmental Science amend Clause c) to read as follows:

"c) The degree programme requires the completion of 27 credit hours."

Amend Clause c) i) to read as follows:

"Student will be required to take a minimum of 18 credit hours in programme courses, 9 of which must be Env. Sci. Eng. 6000, Env. Sci. 6009 and Env. Sci. 6010. The remaining credit hours will be selected from Env. Sci./Eng. 6001–6006."

Delete Clause c) iii) in its entirety.

6.13 Department of Classics

Page 382, 1996–97 Calendar, following the heading Classics amend Clause 3 to read as follows:

"3. Graduate students in Classics will be required to pass two exams based on a reading list of Greek and Roman authors. One exam will be on Greek authors and one on Latin authors. The exams test students' ability to translate from Greek and Latin texts into English and will also require some commentary on the set texts. Students are expected to write these exams in the fourth semester of their programme of study."

6.14 Department of Economics

Page 382, 1996–97 Calendar, following the heading Economics sub-heading Courses delete the word "Special" from the titles of Economics 6014 and 6024.

6.15 Department of Sociology

Page 432, 1996–97 Calendar, following the heading Doctor of Philosophy amend Clause 1 by adding the following:

"d) Any combination of these three specialties."

Amend Clause 3 by adding the following to the second paragraph:

"Students combining specialties will take nine credit hours in subjects to be determined by the Sociology graduate committee after consultation with the student's supervisor."

6.16 Carleton Academic English Language (CAEL) Assessment

Page 370, 1996–97 Calendar, following the heading General Regulations sub-heading A) Qualifications for Admission insert new clause 4.g. under English Proficiency Requirements to read as follows:

"g) Submission of official results of the Carleton Academic English Language (CAEL) Assessment with a minimum score of between 50 and 60 in each of four bands, with at least 2 band scores of 60."

Reletter current A.4.g. as A.4.h.

Amend General Regulation A.5. by deleting the words "achievement of minimum scores outlined in d., e. and f. above." and replacing with "achievement of minimum scores outlined in d., e., f., and g. above."

It was also agreed that the documentation related to this item of business be forwarded to the Senate Committee on Undergraduate Studies for consideration at that level.

6.17 Faculty of Medicine

New Courses

6391. Selected Topics in Human Genetics.

6392. Applied Human Genetics.

6393. Human Molecular Genetics.

Page 428, 1997–98 Calendar, following the heading Medicine amend the last sentence of the first paragraph by deleting the words "Community Medicine" and replacing with "Community Health".

Amendment to a previous calendar change approved at Senate at a meeting held March 11, 1997.

Page 412 and 429, 1996–97 Calendar, following the heading Medicine, sub-heading A. Programmes amend first sentence to read as follows:

"There are six graduate programmes: Immunology, Cancer, Human Genetics, Neurosciences, Cardiovascular and Renal Sciences, and Community Health."

Following the heading B. Graduate Diploma amend the first sentence by deleting the words "Community Medicine" and replacing with "Community Health".

Page 445, following the heading Medicine amend the last sentence of the first paragraph by deleting the words "Community Medicine" and replacing with "Community Health".

6.18 Calendar Language on Graduate-Level Writing

Page 386, 1997–98 Calendar, following the heading General Regulations sub-heading D) Programme Requirements insert new General Regulation 3. to read as follows:

"3. English Writing Requirement

Given the analytical and scholarly demands of study at the graduate level, graduate students are expected to demonstrate an advanced facility with written English in meeting the demands of their coursework and, where applicable, in the writing of any end-of-programme research report, folio, comprehensive examination, or thesis."

Renumber current D.3., D.4., D.5. and D.6. as D.4., D.5., D.6., and D.7. respectively.

6.19 Department of English Language and Literature

Page 398, 1997–98 Calendar, following the heading English Language and Literature sub-heading Courses amend the titles for English 7032, 7033, 7034, 7035, 7036 to read as follows:

"7032. Studies in Old English I

7033. Studies in Old English II

7034. Studies in Middle English I

7035. Studies in Middle English II

7036. Studies in Middle English III"

6.20 Revision to General Regulation C.5. – Period of Study

Page 386, 1997–98 Calendar, following the heading General Regulations, sub-heading C) Registration delete Clause 5 and replace with the following:

"5. Period of Study

a) Each student in graduate studies shall spend such time in the programme as decided by the academic unit of specialization and approved by the Dean, and be subject to the following minimum residency.

(i) Except where provided for elsewhere in this calendar, each student for a Master's degree shall normally spend at least two semesters in residence as a graduate student at this university.

(ii) Except as provided for elsewhere in this calendar, each student for a PhD shall normally spend at least three semesters in residence as a graduate student at this university.

To be resident as a graduate student of this university a student must be registered as a graduate student at Memorial University and participate in a community of learners and instructors (formally or informally) who are joined together by the practices and standards of a profession or an academic discipline. For most students this will involve taking courses or engaging in research while resident on campus. These attributes may, however, be found elsewhere and it is possible therefore that the residency requirement may be satisfied in an off campus location. In such

cases the Dean of Graduate Studies must be satisfied that the attributes are met.

b) The maximum period of a graduate programme shall be seven years beyond first registration."

7. Report of the Committee on Committees

7.1 Structure, Terms of Reference and Membership of the Senate ad hoc Committee on Course Evaluations

On behalf of the Committee on Committees Dr. Wolinetz introduced the proposed terms of reference and membership for the ad hoc Committee on Course Evaluations.

It was moved by Dr. Wolinetz and seconded by Dr. Adamec that the terms of reference and composition of the membership be approved as follows:

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 membership of the committee will include:

-6-8 academic staff members, broadly representative of schools and faculties

- two undergraduate students

-one graduate student

-a representative of the Dean of Student Affairs,

-a representative of the Dean of Graduate Studies,

-a representative from the Instructional Development Centre, Continuing Education

It was then moved by Ms. McCormick and seconded by Mr. Baker that the word "consider" in clause 4. be amended to read "acknowledge".

When put to a vote the amendment was DEFEATED.

A further amendment was then proposed by Mr. Baker and seconded by Ms. McCormick that clause 4 be removed in its entirety.

When put to a vote the amendment was DEFEATED.

It was moved by Mr. Baker and seconded by Ms. McCormick that the student representation on the Committee should be increased from two to nine.

In response to questions regarding graduate student representation on the Committee, Mr. Baker withdrew his previous motion (with Ms. McCormick's consent) and moved that the membership of the ad hoc Committee should comprise equal numbers of faculty and students with graduate students included in the latter category. The motion was seconded by Mr. Newton and CARRIED.

It was also suggested that the undergraduate student representation should reflect the student representation on Senate – i.e. students from Sir Wilfred Grenfell College and the Marine Institute should be considered for membership by the Committee on Committees as well as students from the St. John's campus.

It was moved by Mr. Parsons, seconded by Ms. McCormick and carried that a clause 7. be added to the Terms of Reference requiring the ad hoc Committee to present a progress report at the April, 1998 meeting of Senate

Senate then voted on the original motion by Wolinetz/Adamec that clauses 1–6 of the Terms of Reference be accepted, with the addition of clause 7, and amendments to the composition of the membership to include equal numbers of faculty and students, with graduate students included in the latter category. When put to a vote the motion was APPROVED.

Dr. Wolinetz agreed to meet with the Committee on Committees to discuss the revised composition of the ad hoc Committee and agreed to report back to the October 14, 1997 meeting of Senate.

8. Student Representative on Senate Committee on the Timetable

On behalf of the Committee on Committees, Dr. Wolinetz moved that the following appointment recommended by the Committee be approved. The motion was seconded by Mr. Collins and carried.

Ms. Lynn Walsh Senate Committee on the Timetable

9. Report of the Committee on Senate Elections

A memorandum dated August 22, 1997 was received from the Chairman of the Committee on Senate Elections advising that Dr. Robert Adamec, Psychology, Professor Kjellrun Hestekin, Music, and Dr. Steven Wolinetz, Political Science, have been elected to fill the three vacancies on the Committee on Committees reserved for senators for a term of office commencing September 1, 1997, and expiring August 31, 1998.

10. Report of the Senate Advisory Committee on the Library

A report dated May 7, 1997 and entitled "Support for the Library" was received from the Senate Advisory Committee on the Library.

A memorandum dated 26 August 1997 was also received from the Executive Committee of Senate recommending that this report be

forwarded to the Senate Committee on Academic Planning for consideration as a topic for discussion at the next special meeting of Senate to be held following the regular meeting on November 18, 1997.

It was moved by Mr. Collins, seconded by Dr. Lucas and CARRIED, that this action be taken.

ITEMS FOR INFORMATION

Motion from the Marine Institute Academic Council

A motion from the Academic Council of the Fisheries and Marine Institute dated June 11, 1997 that the Senate and the Board of Regents carry out a full investigation into the impact of covert activity on the academic life within the Marine Institute of Memorial University of Newfoundland was considered by the Executive Committee of Senate at its meeting held on August 21, 1997. The Executive Committee agreed that matters of this nature do not fall within the Powers and Duties of the Academic Council of the Marine Institute nor within the jurisdiction of Senate. As a result, the Executive Committee considered the motion to be out of order and agreed that it would not be placed on the Senate agenda.

Mr. Brown challenged the ruling of the Executive Committee in this matter and asked the Chairman to explain why this matter does not fall within the jurisdiction of Senate.

The Chairman stated that since this matter now involves a grievance procedure following a disciplinary action he was unable to discuss the issue except to rule that the matter is outside the jurisdiction of Senate. The Chairman also informed Senators that Clause C.6. of Section IV. as outlined on page 12 of the Handbook of Senate By-Laws and Procedures provides for a challenge of the Chair's ruling.

It was moved by Dr. Bear, and seconded by Dr. Aboulazm that in accordance with this Clause, the ruling of the Chair be overturned and that Senate discuss this issue.

When put to a vote, the motion was DEFEATED.

11. Student Appeals

The Secretary of the Executive Committee reported that four student appeals (MUN NO. 9513581, 9103540, 9329905, 9447459) was denied. One undergraduate student appeal (MUN No. 9815518) was upheld.

12. ADJOURNMENT

The meeting adjourned at 5:50 p.m.