

MEMORIAL UNIVERSITY OF NEWFOUNDLAND SENATE

The regular meeting of Senate was held on March 11, 2003, at 4:00 p.m. in Room E5004, Education

64. PRESENT

The President, Dr. E. Simpson, Professor A. Fowler, Dr. J. Black for Dean D. Graham, Dr. S. Birni, Dean A. Collins, Mr. G. Collins, Mr. R. Ellis, Dr. T. Gordon, Dean G. Gorman, Dean C. Jablonski, Lucas, Dr. C. Orchard, Mr. L. O'Reilly, Interim Dean M. Haddara, Dean L. Walker, Ms. D. Whaley, Adamec, Dr. J. Ashton, Professor P. Ayres, Dr. M. Brosnan, Dr. D. Buell, Mr. C. Dennis, Mr. E. D. Evans, Dr. R. Gosine, Dr. J. Harris, Dr. M. Kara, Professor V. Kuester, Ms. K. Lippold, Dr. D. Mc Mulligan, Dr. F. Murrin, Dr. H. Pike, Dr. J. Quaiocoe, Ms. D. Rehner, Dr. W. Schipper, Dr. F. Shah Sharpe, Dr. M. Skipton, Dr. K. St. John, Dr. D. Thompson, Dr. D. Treslan, Professor D. Walsh, Dr. Ms. L. Eddy, Ms. H. Smith, Mr. S. Sullivan, Ms. G. Bell, Mr. T. Duggan, Ms. M. Ivany, Ms. C. Po

65. APOLOGIES FOR ABSENCE

Apologies were received from Mr. C. Couturier, Dean D. Graham, Dr. L. Hensman, Dr. C. Higgs, J. Kennedy, Dr. D. Kimberley, Dr. C. Loomis, Dr. V. Richardson, Dr. B. Watson, Dr. M. Wernerhein Wright, Dr. J. Wyse.

Dr. Keith Story, Dr. Kelly Hawboldt and Mr. Gerrit Maureau of the Master of Oil and Gas Studies Implementation Committee were in attendance by invitation.

The Chair opened the meeting by extending a special welcome to the newly appointed graduate student Ms. Heather Smith.

66. MINUTES

The Minutes of the regular meeting held on February 11, 2003, were taken as read and confirmed with formatting corrections identified by Dr. Mulligan.

67. Report of the Senate Committee on Undergraduate Studies

67.1 Department of Computer Science

Page 251, 2002-2003 Calendar, under the heading Course List, subheading Fourth Year Courses, in following new courses:

"4748. Introduction to the Science of Complexity (F). This course is an exploration of the use of the simulation of complex systems. Some theories and models, such as cellular automata, artificial genetic algorithms, chaos, and evolution will be discussed and will be used in the modelling of "real" systems. The approach in this course is practical. Students have to write a number of programs of different of sophistication including a final project.

Prerequisite: Computer Science 3711 and 3740."

"4762. Introduction to Computational Molecular Biology (W). This course will give an overview computational problems and algorithms for these problems associated with a variety of analyses of molecular data.

Prerequisite: Computer Science 3711."

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

68.1 Music Education Core Specialty Master of Education (Teaching and Learning) Degree Progra

Page 473, 2002-2003 Calendar, following the heading Regulations Governing the Degree of Maste subheading H) Specific Programs, delete section 2. Teaching and Learning Studies in its entirety at the following:

"2. Teaching and Learning Studies

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

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

Option One

To study in one of the following areas: Computers in Education, Language and Literacy Studies, M Education, Music Education, Science Education, Second Language Education, Social Studies, or T Librarianship.

Option Two

To study in a program of the student's own design within Teaching and Learning Studies. This prog 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 a range and number of courses in Education deemed appropriate b and Dean of Education.

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

b) PROGRAM REQUIREMENTS

i) all students in the Master of Education Program (Teaching and Learning Studies) shall be required to complete the following courses:

- E6100. Research Designs and Methods in Education
- E6300. Teaching and Learning
- E6602. Curriculum Studies

ii) students on the thesis route must complete at least one of the research courses listed below (E6100 is a 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 program.

iii) students choosing Option One on the internship, paper folio, project route, 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 program.

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 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 program provided that those chosen are appropriate to the student's program:

- 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:

Computers in Education

- E6610 Research on Computers in the Curriculum
- E6620 Issues and Trends in Educational Computing

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

Music Education

- E6502. Contexts of Music Education
- E6503. Teaching Music from the Podium
- E6504. Musicianship, Pedagogy, and Learning

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

Teacher-Librarianship

- E6662. Seminar in Teacher-Librarianship
- E6664. Seminar on School Improvement

Additional courses in the speciality areas are available."

68.2 Master of Oil and Gas Studies

The Chair welcomed the following members of the Master of Oil and Gas Studies Implementation Dr. Keith Story, Dr. Kelly Hawboldt, and Mr. Gerrit Maureau noting that they had been invited to participate in the debate on this proposal.

Dr. Jablonski presented the proposed interdisciplinary Master's Degree in Oil and Gas Studies (MC

This program was considered at Faculty

Council meetings of the Faculty of Science, Faculty of Business Administration, Faculty of Arts, and Engineering and Applied Science in 2001. Following a favourable external review report with recommendations for improvement and with the appointment of the Oil Gas Development Partnership Executive Director, a response to the external review was submitted and the revised MOGS programme proposal was approved by the Academic Council, School of Graduate Studies at the February 2003 meeting.

Dr. Jablonski noted that the mission of the program is to graduate highly skilled professionals who will play a leading role in the future development of the oil and gas industry by being able to integrate scientific and technical knowledge with management and social issues. The program is a one year, course-based, development Master's program which will be administered by the School of Graduate Studies. The program requires the successful completion of 31 credit hours which will consist of four core courses, three elective courses, integrative case study, a seminar course and a project course. Each course instruction period comprises 12 contact hours per credit hour but will be delivered in a compressed format to better accommodate targeted students. The annual cost for library resources is approximately \$30,000 per year. This program will utilize space within the Faculty of Business Administration's Centre for Management to deliver the campus course content. The MOGS program is a self-financing executive delivery program with a corresponding supporting fee structure which is approximately \$31,500 and any costs associated with the program will be covered by this fee.

Dr. Jablonski outlined some of the key benefits associated with the program which include:

- the program promotes an opportunity to influence social responsibility in future leaders of the oil and gas industry
- the program responds to provincial needs and is consistent with Memorial's strategic framework.
- the program will generate significant revenue which the Oil and Gas Development Partnership will use for fellowships in support of graduate research.

A lengthy and detailed discussion, which lasted approximately 90 minutes, then took place involving a number of Senators. The following is a summary, illustrative but not exhaustive of the themes covered:

- the need to ensure that approval of this program, does not have a deleterious effect on human, financial and other resources for existing programs.
- the concern expressed by some Senators that development of such programs may be inconsistent with the objectives of a public institution while others suggested that such programs are desirable as long as they support and/or provide resources to support other offerings.
- the need to ensure that all aspects of this program (including the proposed method of delivery) are academically sound and fiscally responsible.
- the need for a discussion, at a future meeting of Senate, on the general principles involved in implementing these executive type programs, and the need to balance such programs with existing programs.

The motion to approve the Degree of Master of Oil and Gas Studies program which was moved by Dr. Gosine and seconded by Dr. Gosine was carried by a majority vote. The following requested to have their names recorded as voting against the motion: Ms. H. Smith, Ms. M. Ivany, Ms. L. Eddy, Ms. A. Goodmar Duggan, Ms. C. Powell.

Page 486, 2002-2003 Calendar, immediately preceding the heading Regulations Governing the Degree of Philosophy and Specific Program Regulations, insert the following new program:

"REGULATIONS GOVERNING THE DEGREE OF MASTER OF OIL AND GAS STUDIES"

The Master of Oil and Gas Studies (MOGS) is a comprehensive, multi-disciplinary academic program that provides a broad and fundamental knowledge of the entire oil and gas industry value chain.

The MOGS program is offered by full-time or part-time study and involves 31 credit hours of coursework, including a seminar course and an integrative case study. Candidates registered on a full-time basis complete the program 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 program shall be administered by an Academic Director, who shall be appointed by the Dean of Graduate Studies following discussion with the Executive Director of the Oil and Gas Development Partners.
2. The Academic Director shall be the Chair of a Board of Studies for MOGS for the purposes of administering the program. The Board of Studies will consist of one member from each of the Faculties of Arts, Faculty of Administration, Engineering and Applied Science, and Science, and the Executive Director of the School of Graduate Studies (*ex officio*). Appointments of the members of the Board of Studies will be by the Dean of Graduate Studies following discussion with the Executive Director OGDG. Normally all appointments will be for a period of three years.
3. A MOGS Advisory Board, composed of a broad cross-section of members from both industry and academia, shall be appointed. This Advisory Board will consult with industry and provide feedback on the current state of instruction and future direction of the MOGS program. The Academic Director and the Executive Director OGDG will be *ex officio* members of the Advisory Board, and will recommend the appointment of other Board members to the Dean of Graduate Studies, who will also be an *ex officio* member of the Advisory Board.

B) QUALIFICATIONS FOR ADMISSION

1. Admission is limited and competitive.
2. To be considered for admission to the MOGS program, an applicant shall normally have:
 - a) An undergraduate degree, in an oil and gas cognate discipline, with a minimum B standing, from a university recognized by Senate; and
 - b) A minimum of five (5) years employment experience in the oil and gas sector.
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 in the oil and gas sector and have completed a significant portion of discipline related courses of the undergraduate program.

degree program that meets the criteria in regulation 2.a) above.

C) DEADLINES FOR APPLICATIONS

1. Applicants seeking full-time enrolment will normally only be admitted to the program in the Fall semester.
2. Applications must be submitted no later than February 15 for applicants wishing to enter full-time studies in the Fall (September) semester.
3. Applications must be submitted no later than August 15 for applicants wishing to enter part-time Winter (January) semester.
4. Individuals submitting applications later than the above dates are not assured of consideration for the program in the semester desired; their applications will be considered only if time and resources permit.

D) PROCEDURE FOR ADMISSION

1. Applications for admission to the MOGS program 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 potential as a graduate student, and at least one of whom is capable of appraising the applicant's previous experience and/or actual or likely success in a career in the oil and gas sector.
 - b) Two official transcripts from each university or other post-secondary institution previously attended directly by its Registrar (or equivalent officer) to the School of Graduate Studies. If not recorded on transcript, official evidence of completion of an undergraduate degree must also be submitted.
3. Application files are normally evaluated after the deadline dates for application noted above and required documentation has been received.
4. Admission shall be by the Dean of Graduate Studies on the recommendation of the Board of Studies. Upon notification from the Dean of Graduate Studies of acceptance into the MOGS program, applicants within thirty (calendar) days, give written notice to the School of Graduate Studies of their intention to register.

E) PROGRAM OF STUDY

1. The MOGS program consists of 31 credit hours of course work. These include four compulsory, (12 credit hours) shown in Table I; three elective courses (9 credit hours) drawn from Table II; a capstone integrative case study (3 credit hours); a compulsory seminar course (1 credit hour); and compulsory research course (6 credit hours).
2. The compulsory core courses (Table I) introduce students to the four main areas of study in the program.

petroleum management, petroleum production, petroleum exploration, and petroleum policy and pl

3. Electives allow students to specialize in one or more of the four main areas of study. Electives m from the list in Table II. The Board of Studies may from time to time and following approval add o Table II.

4. The integrative case study will involve all students and a number of instructors from the differen MOGS. It is intended to integrate the decision-making process in a specific petroleum prospect fro concept, to discovery, to production and finally to product and market. A case study shall be chosei instructors of the four compulsory, core courses.

5. The seminar course requires students to research a specific topic in an area of interest and presen their research both as an oral and written presentation. Participation in the seminar course is compu students.

6. The project course will span two semesters. Normally the project course will be conducted as a g to enhance the interdisciplinary nature of the project. In exceptional circumstances (e.g. off campus remote locations), the project course may be an individual undertaking. In such cases, permission o Academic Director to register for the course is required. In the first semester, each team identifies t project, conducts the relevant literature survey, writes a proposal, and identifies a mentor or mentor second semester, the team completes the project, and writes the final report. An oral presentation o paper may be required. The mentor(s) provides the team with technical support and guidance.

7. Candidates enrolled in part-time studies must normally complete three of the four core courses b in any of the electives, the seminar course or the project course. The integrative case study may be concurrently with the core courses.

8. A waiver of a core course may be granted by the Dean of Graduate Studies on the recommendati Academic Director if the candidate can demonstrate that the material in the course has been substai by other courses taken at this or another recognized university. In such cases, the course must be re another graduate course offered by Memorial University of Newfoundland. The selection of the req course shall be made in consultation with the candidate, and approved by the Dean of Graduate Stu recommendation of the Academic Director. The maximum number of core courses that can be wai the replacement course must be taken during the candidate's period of enrollment in the program.

9. Each student's program of study must be approved by the Academic Director and the Dean of Gi Studies.

F) EVALUATION

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

2. Candidates who receive a grade of less than B in any course will be permitted to remain in the pr provided the course is repeated and passed with a grade of B or better. Alternatively, the candidate recommendation of the Academic Director, and with the approval of the Dean of Graduate Studies, another graduate course. Only one course repetition or substitution will be permitted during the car

program after which the candidate shall be required to withdraw from the program.

G) COURSES

The schedule of courses for the MOGS program is as follows:

TABLE I - Schedule of Core Courses

OGS 6201. Strategic Management in the Oil and Gas Industry
OGS 6401. Petroleum Production, Processing and Transportation
OGS 6601. Petroleum Exploration, Appraisal and Development
OGS 6801. Social and Economic Dimensions of Policy and Planning

TABLE II - Elective Courses

OGS 6001. Occupational Health, Safety and Environment
OGS 6002. Environmental Impact Assessment and Management
OGS 6003. Risk Analysis in the Oil and Gas Industry
OGS 6006. Project Management
OGS 6411. Facilities, Feedstock and Products
OGS 6412. Designing for and Operating in the Harsh Offshore Environment
OGS 6611. Reservoir Characterization and Management
OGS 6811. Economics of Petroleum Exploration and Development

TABLE III - Compulsory Courses

OGS 6005. Graduate Seminar
OGS 6008. Integrative Case Study
OGS 6099. Project"

69. Memorandum from Deans and Directors entitled "Senate Reform"

A memorandum dated 17 February 2003 was received by the Secretary of Senate from Deans and Directors entitled "Senate Reform" noting the importance of channelling discussions at Senate towards more strategic rather than operational matters. It is felt that Senate's limited time is effectively diverted from strategic to the consideration of minutiae. The current process could be reduced substantially so that academic changes having a relatively low level of impact could be more readily implemented without consuming Senate's time. In the belief of the Deans and Directors that a solution to this problem lies in the delegation of Senate's authority across the strata of committees reporting to Senate so that approval can normally take place within a level above the level at which changes occur. In the memorandum, it is recommended that an ad hoc committee be struck to study the situation and to propose specific measures for dealing with issues such as approval of courses, revisions to academic programs and regulations within a faculty or school and approval of programs. The Committee on Committees will be asked to recommend terms of reference and members of such an ad hoc committee to determine the committee members and mandate.

While several speakers expressed their support for this proposal, other Senators expressed their con-

proposal noting that:

- the detail contained in many academic proposals for new or revised courses or programs of study is not sufficient for Senate debate and examples of errors or corrections caught at the level of Senate are sufficient to justify the current process.
- the survey of secretaries of senates across Canada, while revealing that four universities are in the process of considering reform, confirmed that many more than that number are not considering delegation of course regulation approval.

It was moved by Dr. Gordon, seconded by Dr. Haddara and carried by a majority vote, that Senate establish an ad hoc committee to explore the possibility that some routine course approvals and regulation revision be delegated, as appropriate, to committees reporting to Senate and/or be facilitated by electronic means. The committee should suggest the necessary changes in Senate's policies and procedures.

70. Section 54(b)(x) Appointees to Senate and Marine Institute Student Representation

At a meeting of the Executive Committee held on December 19, 2002, the Committee met with Dr. Collins to discuss his memorandum dated May 9, 2002 entitled "Section 54(b)(x) Appointees to Senate". After considering the factors presented by Dr. Evans as well as those presented by Mr. Collins in a memorandum dated December 14, 2002, the Committee requested that Mr. Collins seek additional background information on the factors governing the evolution and composition of Senate.

Following a review of the material, Mr. Collins reported that very little has been found in the way of principles governing the evolution and composition of Senate except those almost intuitive principles that must be followed to ensure fair representation (including an appropriate balancing of the constituent groups) while at the same time the need to keep Senate at a manageable size.

In this regard, Mr. Collins recommended that this item and another outstanding topic, that of Marine Institute student representation on Senate, a matter which was first raised in 1995 be referred to the ad hoc committee along with the proposal for Senate Reform noted above.

It was moved by Mr. Collins, seconded by Mr. O'Reilly and unanimously carried that the mandate of the ad hoc committee include the study and recommendations for resolution of the matter of Section 54(b)(x) of the Senate and Marine Institute student representation on Senate.

71. Report of the Committee on Senate Elections

A memorandum dated February 21, 2003 was received from the Committee on Senate Elections re: the entitlement of each constituency to seats on Senate for the 2003-2004 academic year in accordance with the Procedures for Selection of Senate Members.

Senate elections are now being conducted and the results will be submitted to Senate when they are available.

72. Search Committee for Vice-President (Academic)

A memorandum dated February 25, 2003 was received by the Secretary of Senate from the President and the University Librarian. The memorandum indicates that Dr. Simpson has decided to serve out his term as Vice-President (Academic) until December 31, 2003, Dr. Simpson will be taking administrative leave before returning to academic duties as an Associate Professor. The October 26, 2000 document on Policies and Procedures Governing the Appointment, Promotion and Tenure of Academic Administrators vests authority for the search for a Vice-President and indicates that the search shall be broadly consistent with those specified for Deans, Directors and the University Librarian.

Accordingly, the President is in the process of establishing a Search Committee which he will chair and which will consist of eleven individuals in addition to the Chair as follows:

5 members of the faculty - 3 to be elected, 2 to be selected by the President

1 graduate student - Graduate Students' Union to nominate 2 individuals, one of whom will be chosen by the President

1 senior undergraduate student - MUNSU, SWGCSU and MISU to nominate 1 individual each, one to be chosen by the President.

2 members of the Academic Deans and Directors Group, to be selected by the President following nominations from the Group

1 administrator, to be chosen by the President following a call for nominations.

The Vice-President (Research and International Relations)

In the case of the five members of the faculty, in order to reflect as closely as possible the weighted composition of the various constituencies, and to provide for wide representation, the President is proposing a committee of three elected members and two to be selected by the President in accordance with the following guidelines:

- The three faculty representatives be elected from faculty and librarians following the Regulations for Faculty Elections. In order to have a reasonable chance of having the new Vice President (Academic) in place by March 1, 2004, it is proposed that the call for nominations close at noon on March 21, 2003, and the deadline for ballots be noon April 2, 2003.

- In order to reflect as closely as possible the weighted composition of faculty and librarians, the following constituency groupings are proposed:

Group 1 - Medicine, Nursing, Pharmacy, Social Work

Group 2 - Science

Group 3 - Business Administration, Engineering and Applied Science, Library and Sir Wilfred Grenfell Centre

Group 4 - Education, Marine Institute, Music, Physical Education and the Counselling Centre

Group 5 - Humanities and Social Sciences

Upon endorsement by the Executive Committee of Senate, the President requested the Committee on Elections to begin the process immediately by inviting faculty members comprising the odd numbered constituency groups above (i.e. groups 1, 3 and 5) to participate in an election process to determine a representative for the Committee and inform his office in writing of the results as soon as possible. To provide for balanced representation, he will then choose one representative from each of the even numbered groups above (i.e. groups 2 and 4). It should be noted that the constituency groups are similar to those during the 2001 search process for the Vice-President (Research and International Relations), but have been rotated to provide for elections in the groups from which appointments were previously made by the President.

The President will also invite members of MUNSU, Sir Wilfred Grenfell College Students' Union and Memorial University Institute Student's Union, to nominate one senior undergraduate student each from which number he will choose one student, and the GSU to nominate two graduate students from whom he again will choose one. In the case of representatives from the Academic Deans and Directors and administrators, the President will choose two nominations from which he will choose two representatives and one representative respectively, again with a view to balancing the expertise of the Committee to the extent possible.

It was recommended by several student Senators that for future Search Committees, consideration be given to providing for a representative from each of the Graduate Students' Union, Memorial University of Newfoundland Students' Union, Marine Institute Students' Union and the Grenfell College Student Union.

It was agreed to receive this memorandum for information.

73. Committee on Committees Membership

A memo dated February 5, 2003 has been received from the Graduate Students' Union stating that Mr. Quibell has resigned from the Committee on Committees and they are now nominating Ms. Megan Collins to replace Ms. Quibell. Since the Committee on Committees is not involved in the process of its own membership for any of its members, Mr. Collins submitted this nomination to Senate recommending its approval.

The motion to approve the nomination was moved by Mr. Collins, seconded by Dr. Gosine and carried.

74. Remarks from the Chair - Questions/Comments from Senators

- The President reported that on March 11, 2003, he met with Minister Anna Thistle to request approval from the University for the next year. He particularly stressed the importance of finding the monies and ways to resolve the visible and not so visible deferred maintenance problems which have accumulated during the period of underfunding.

- The President complimented the Faculty of Science and the Faculty of Medicine for holding shows where members of the Faculties gave insights as to what is happening within the Faculties. A similar show for the Faculty of Arts will be held on March 25, 2003.

- The President noted that congratulations are in order for the ladies Sea-Hawks basketball team for their second consecutive Atlantic University Sport basketball championship held on March 2, 2003 and

valiant struggles in the National Championships held at McMaster University.

75. ADJOURNMENT

The meeting adjourned at 6:05 p.m.