

MEMORIAL UNIVERSITY OF NEWFOUNDLAND  
SENATE

The regular meeting of Senate was held on March 9, 2004, at 4:00 p.m. in Room E5004, Education Building.

84. PRESENT

The President, Dr. M. Collins, Dr. C. Loomis, Dr. A. Fowler, Dean A. Collins, Mr. G. Collins, Dr. T. Gordon, Dr. J. Parsons (on behalf of Dr. G. Gorman), Dean R. Gosine, Dr. J. Black (on behalf of Dr. D. Graham), Dr. C. Higgs, Dean C. Jablonski, Dr. S. Lefort, Dean R. Lucas, Mr. L. O'Reilly, Ms. D. Whalen, Dr. R. Adamec, Dr. S. Algoo-Baksh, Dr. J. Ashton, Professor P. Ayres, Mr. K. Baker, Mr. C. Couturier, Mr. C. Dennis, Mr. E. Durnford, Captain J. Ennis, Dr. J. Harris, Dr. L. Hermanutz, Dr. D. Kimberley, Dr. S. Kocabiyik, Professor V. Kuester, Dr. D. McKay, Dr. M. Morrow, Dr. M. Mulligan, Dr. M. Murray, Dr. F. Murrin, Dr. W. Okshevsky, Dr. D. Peters, Dr. H. Pike, Dr. J. Quaicoe, Dr. V. Richardson, Dr. D. Rideout, Dr. F. Shahidi, Dr. E. Simms, Dr. M. Skipton, Professor D. Walsh, Dr. S. Wolinetz, Dr. J. Wyse, Mr. J. Baker, Mr. S. Sullivan, Mr. M. Byrne, Mr. D. Decker, Mr. T. Duggan, Mr. L. Gaulton, Ms. A. Goodman, Mr. T. McDonald, Mr. L. MacFadden, Ms. J. Magalios.

85. APOLOGIES FOR ABSENCE

Dr. S. Birnie-Lefcovitch, Dr. D. Buell, Mr. C. Flaherty, Dr. G. Gorman, Dr. D. Graham, Professor M. Hackett, Ms. K. O'Brien MacDonald, Dr. S. Peters, Dr. J. Wright.

86. MINUTES

The Minutes of the regular meeting held on February 10, 2004, were taken as read and confirmed noting a few editorial suggestions to item 76.24, Faculty of Medicine, identified by Dr. Harris, would be forwarded to the Secretary by Dr. Harris via the Office of the Dean of Medicine.

87. REPORT OF THE COMMITTEE ON HONORARY DEGREES AND CEREMONIAL

Senate moved into a closed session for this item of business in accordance with **Section IV.E.2. SENATE MEETINGS AND PROCEDURES** of the Handbook of Senate By-Laws and Procedures which reads:

*Matters of a confidential nature, including honorary degrees, shall be discussed in closed session; observers are not permitted to attend closed sessions.*

REPORT OF THE EXECUTIVE COMMITTEE OF SENATE

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

**CONSENT AGENDA**

It was moved by Professor Walsh, seconded by Dr. Jablonski, and carried that the consent agenda, comprising Items 87 through 90 below, be approved.

88. **REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES**

88.1 **Department of English**

Page 156, 2003-2004 Calendar, under the heading, Course List, insert the following new course:

**“4422. Stylistics.** Stylistics is a study of the main influences of language on literature. By far the most common kind of material studied is literary; attention is largely *text-centred*. The goal is not simply to describe the formal features of texts, but to show their functional significance for interpretation. Prerequisites: English 2390 and two third-year courses in English literature.”

88.2 **School of Nursing**

Page 332, 2003-2004 University Calendar, under the table entitled, Suggested Sequencing of Courses Bachelor of Nursing (Collaborative) Program, in Year 3, Fall Semester, insert the following:

“N4104 Nursing Research”

Delete the following:

“3 credit hours in Political Science”

In Year 4, Fall Semester, delete the following:

“N4104 Nursing Research”

Immediately following "3 credit hours in elective course(s)", insert the following:

“3 credit hours in Political Science”

Page 329, 2003-2004 University Calendar, under the heading Course List, delete the *NOTE* for course N1002 in its entirety and replace with the following:

*“NOTE: Credit may be received for only one of N1002, N2101, N2300, Pharmacy 2002 or Pharmacy 3201.”*

Delete the *NOTE* for course N1012 in its entirety and replace with the following:

*“NOTE: Credit may be received for only one of N1012, N2102, N2301, Pharmacy 2003 or Pharmacy 3202.”*

89. REPORT OF THE ACADEMIC COUNCIL OF THE SCHOOL OF GRADUATE STUDIES

89.1 Faculty of Education

Page 443, 2003-2004 University Calendar, under the heading Regulations Governing the Degree of Master of Education, subheading, B) Program of Study, delete clause "3." in its entirety and replace with the following:

- "3.a) A candidate with full-time status may register for a maximum of 12 credit hours in any regular semester and a maximum of 6 credit hours in intersession or summer session.
- b) A candidate with part-time status may register for a maximum of 3 credit hours in any semester or session, excluding summer session, when 6 credit hours are permitted.
- c) Candidates may register for additional courses in a semester or session with the permission of the Office of the Associate Dean of Graduate Programs in Education."

89.2 Faculty of Business Administration

Page 439, 2003-2004 University Calendar, under the heading, Regulations Governing the Degree of Master of Business Administration, subheading E) Programs of Study, under clause "5." in the course schedule, delete the course "9020 Nine courses completed including 8104" and replace with the following:

"9020 Nine courses completed"

90. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES AND THE ACADEMIC COUNCIL OF THE SCHOOL OF GRADUATE STUDIES

90.1 Policy Regarding Inactive Undergraduate Courses

At a meeting held on December 9, 2003, Senate approved revisions to the *Policy Regarding Inactive Courses*. At that time, it was recommended that the Senate Committee on Undergraduate Studies and the Academic Council of the School of Graduate Studies be asked to consider and to advise Senate whether or not the *Policy Regarding Inactive Courses* should be revised to include a stipulation that after a specified period of time, inactive courses be deleted.

A letter dated 10 February 2004 has been received from the Senate Committee on Undergraduate Studies recommending that the Policy not be revised to include such a stipulation. Instead, the Committee recommended that academic units be advised to review their active courses as part of the Academic Program Review process as well as during the regular review of departmental entries that is conducted each year as part of the process of preparation of the University Calendar.

Policy Regarding Inactive Undergraduate Courses (cont'd)

In a letter dated February 18, 2004, the Academic Council of the School of Graduate Studies, upon review of the *Policy Regarding Inactive Courses*, recommended that graduate level courses be exempt from the policy for the following two reasons:

- 1) With the changes to the policy approved by Senate in December 2003, whereby course titles only are listed for “parked” courses, graduate level parked and unparked courses would not be distinguishable since only course titles appear in the Calendar for graduate courses.
- 2) While the graduate courses included in the Calendar may not have been taught in a number of semesters, retaining them in the Calendar is a means of notifying prospects and students regarding potential to offer them.

At a meeting held on February 26, 2004, upon review of these recommendations, the Executive Committee suggested that in order to recognize that the policy is for undergraduate parked courses only, that the name of the policy be changed from *Policy Regarding Inactive Courses* to *Policy Regarding Inactive Undergraduate Courses*.

The revised Policy Regarding Inactive Undergraduate Courses now read as follows:

**“Senate Policy Regarding Inactive Undergraduate Courses (Revised March 3, 2004)**

1. Any course which has not been delivered in the previous three academic years and is not scheduled to be offered in the academic year in question will be considered inactive and with the agreement of the Head of the academic unit offering the course, only the course number and title will be retained in the next printing of the Calendar. Inactive courses will be kept in the on-line catalog with a status of “Parked”. The procedure to “park” courses will be as follows:
  - (i) each Fall, normally in October, the Office of the Registrar will provide each academic unit with the preliminary list of courses to be parked.
  - (ii) academic units will be given an opportunity to identify and delete from this preliminary list, those courses which they plan to offer during the next calendar year or those courses which are required in a degree, diploma, certificate, major, or minor program and hence should continue to be listed in the calendar or which, in the judgement of the Head of the academic unit should remain in the Calendar. Units may also add to the list of parked courses, other courses which are not planned to be offered in the next several academic years.

Policy Regarding Inactive Undergraduate Courses (cont'd)

- (iii) following receipt of the final list of parked courses from the academic unit, only the numbers and titles of these courses will be included in the next printing of the Calendar.
  - (iv) courses in the special topics course number ranges will be exempt from the process to “park” courses.
  - (v) notwithstanding this procedure to “park” inactive courses, academic units are encouraged to review their course offerings on a regular basis and to delete courses that are no longer offered via the prescribed process for Calendar revision.
2. Academic units wishing to reactivate a “parked” course must notify the Office of the Registrar. Only those reactivated courses that are to be offered on a regular basis will have full course descriptions included in the Calendar.
- (i) If it is anticipated that the reactivated course will be offered on a regular basis then the academic unit must notify the Registrar by March 1 of any year so that the course can be included in the appropriate course listings in the next printing cycle of the Calendar.
  - (ii) If the reactivated course is being offered for one semester only, then the academic unit must notify the Office of the Registrar following the normal process for establishing courses in the Class Schedule.

NOTE: To avoid the risk of students repeating courses with the same content but different course numbers, academic units, when proposing a new course, are expected to check their “parked” courses to confirm that the proposed new course does not duplicate an existing “parked” course.”

91. REPORT OF THE COMMITTEE ON SENATE ELECTIONS

91.1 Constituency of the School of Music

A letter dated February 20, 2004, has been received from Dr. Donald Buell, School of Music, tendering his resignation from Senate.

91.2 Constituency of the Marine Institute

A memorandum dated February 23, 2004, has been received from the Committee on Senate Elections advising that Mr. Kenneth Baker has been elected to the Senate, for the constituency of the Marine Institute, for a term commencing immediately and expiring August 31, 2006.

## **REGULAR AGENDA**

### 92. **REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES**

#### 92.1 **Scheduling of Final Examinations - Alternative Methods**

A memorandum dated 13 February 2004 has been received from the Senate Committee on Undergraduate Studies recommending that the University retain the current model of examination scheduling using each semester's student registration to generate the final examination schedule. The Committee undertook a review of the alternative models for scheduling of final examinations and considered the following options:

1. The current model: generated using each semester's student registrations.
2. An examination schedule which is created by tying examination times to teaching times.
3. An examination schedule which is created based on historical registrations (i.e. registration patterns).

The Committee sought the views of academic councils of faculties and schools and with the exception of the School of Music, all indicated their support of Option 1, which is the current model.

In response to a question from Dr. McKay concerning whether or not the views of students outside of the process of academic and faculty council consultation had been sought, several student Senators noted that the current model of examination scheduling is well received and appreciated by students. It was also noted that students' concerns are taken into account when the schedules are generated.

The motion that the scheduling of final examinations would continue to be generated using each semester's student registrations, which was moved by Professor Walsh, seconded by Mr. Collins, was carried.

#### 92.2 **Approval of Grades Process**

A letter dated 13 February 2004 has been received from the Senate Committee on Undergraduate Studies proposing a change in the process for approval of grades whereby the authority of Senate for approval of grades is delegated to the decanal level rather than to the Senate Committee on Undergraduate Studies.

At a meeting held on February 6, 2003, the Senate Committee on Undergraduate Studies agreed that the Committee would recommend to Senate that responsibility for the approval of grades should no longer be delegated to the Senate Committee on Undergraduate Studies. While the Committee was prepared to relinquish its mandate to approve grades, it did

Approval of Grades Process (cont'd)

agree that it should retain its authority to monitor grades, to flag grades considered to be anomalous, and to request from academic units, explanations for anomalies. In light of this, SCUGS struck an ad hoc Committee to review the process that has been in place since 1978. Having considered the report of the ad hoc Committee and the responses from academic councils, the Senate Committee on Undergraduate Studies is recommending that:

- Senate no longer delegate its authority for approval of grades to the Senate Committee on Undergraduate Studies.
- Senate delegate its authority for approval of grades to the decanal level such as Deans, Directors, Principal (SWGC).

The motion that effective with the Fall Semester 2004, the approval of grades be delegated to the decanal level rather than to the Senate Committee on Undergraduate Studies, which was moved by Professor Walsh, seconded by Mr. Collins, was carried.

93. REMARKS FROM THE CHAIR - QUESTIONS/COMMENTS FROM SENATORS

The following is a summary of the remarks made by the Chair:

- On February 14, 2004, the President met with ACOA Minister MacGuire.
- On February 18, 2004, Dr. Meisen addressed the Stephenville Rotary Club. While in Stephenville, he visited the Safety, Emergency Response and Training Centre at the Stephenville Airport.
- On February 20, 2004, the President met with Minister Dunderdale, Terry Johnstone, Dr. Douglas House and Dr. Christopher Loomis regarding making Newfoundland and Labrador a leader in technological innovation.
- On February 22, 2004, Dr. Meisen attended the Network of International Business Schools (NIBS) 9<sup>th</sup> Annual Case Competition Opening Dinner and Dr. Meisen noted that MUN placed second in this competition.
- On February 23, 2004, Dr. Meisen met with Ministers Ottenheimer and Sullivan to discuss Memorial University of Newfoundland's budget.
- During the period of February 24 - 26, 2004, Dr. Meisen hosted lunches and a dinner for employees with 30 and 35 years of service. He also hosted a dinner for Dr. Marc Renaud, Aldrich Lecturer.
- On March 2, 2004, Dr. Meisen gave a presentation to Mayor Wells and other city officials.

Remarks from the Chair - Questions/Comments from Senators (cont'd)

- On March 3, the President addressed the St. John's Board of Trade.
- On March 4, 2004, the President chaired the Search Committee for Principal of Sir Wilfred Grenfell College.
- On March 5, 2004, the President attended the announcement made by Minister John Efford and Carolyn Bennett, Minister of State (Public Health) regarding CIHR grants of \$2.1 million for Dr. Proton Rahman (who is examining the role of the CARD15 gene in psoriatic arthritis) and Dr. Terry Lynn Young (who is studying the genetic basis of deafness in Newfoundland).

He also hosted the Landmark Reception marking Landmark Graphics generous \$18 million donation of visualization software to Memorial University of Newfoundland.

Mr. Baker questioned the President about whether or not the new Chair of the Board of Regents had been appointed. The President responded that Government is aware of the vacancy but has not made an appointment.

Dr. Lucas thanked the President for his extraordinary efforts in making government and the public aware of the importance of the university.

94. ADJOURNMENT

The meeting adjourned at 5:15 p.m.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY