

SENATE

NOVEMBER 13, 2001

29. PRESENT

The President, Dr. E. Simpson, Dr. C. Loomis, Dr. T. Daniels (for Professor A. Fowler), Dean W. Blake, Dean I. Bowmer, Mr. G. Collins, Mr. R. Ellis, Dr. T. Gordon, Dr. C. Higgs, Dean G. Kealey, Dean R. Lucas, Mr. L. O'Reilly, Dean R. Seshadri, Dean L. Walker, Ms. D. Whalen, Dr. R. Adamec, Dr. J. Ashton, Dr. G. Bassler, Dr. M. Brosnan, Dr. G. Clark, Dr. C. Couturier, Professor M. Coyne, Dr. J. deBruyn, Mr. C. Dennis, Mr. E. Durnford, Dr. J. Finney-Crawley, Dr. R. Gosine, Professor M. Hackett, Dr. G. Herzberg, Dr. M. Kara, Dr. D. Kimberley, Professor K. Knowles, Professor V. Kuester, Ms. K. Lippold, Dr. D. McKay, Dr. M. Mulligan, Dr. H. Pike, Ms. D. Rehner, Dr. V. Richardson, Dr. D. Rideout, Dr. C. Sharpe, Dr. M. Skipton, Dr. D. Treslan, Dr. J. Usher, Professor D. Walsh, Dr. B. Watson, Ms. L. Moss, Ms. B. Kitchen, Mr. K. Wiseman, Mr. J. Clements, Mr. A. Kennedy, Mr. J. Baker, Ms. G. Bell, Ms. J. Mahoney, Ms. J. Morgan

The President welcomed new ex officio Senators, Dr. Janet Fitzpatrick, Acting Director of Social Work, and Ms. Lesley Moss, newly elected President of the Graduate Students' Union, and undergraduate student senators Mr. Jamie Baker, Mr. Chad Blundon and Ms. Gail Bell.

30. APOLOGIES FOR ABSENCE

Apologies were received from Acting Dean J. Black, Dean B. Burnaby, Dr. C. Orchard, Dr. J. Evans, Dr. J. McLean, Dr. D. Neville, Dr. M. Paul, Dr. G. Sabin, Dr. W. Schipper.

31. MINUTES

The Minutes of the meeting held on October 9, 2001, 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:

32. Report of the Senate Committee on Undergraduate Studies

32.1 Advanced Placement International English Language (APIEL) Examination

Page 48, 2001–2002 Calendar, under heading English Proficiency Requirements, insert new clause B.1.a)vi. as follows:

"Submission of the official results of the College Board, Advanced Placement International English Language (APIEL) examination with an acceptable score. Applicants submitting an APIEL score of 3 (or higher) will be considered as having demonstrated English language proficiency for admission purposes only. (For information on placement in introductory English courses see b) and c) below.)"

Re-number the current B.1.a)vi. as B.1.a)vii.

In clause B.1.b), after B.1.a)v, insert the following:

"or B.1.a)vi"

Under University Admission Regulation entitled 2. ENGLISH LANGUAGE PROFICIENCY REQUIREMENTS in the revised Admissions section of the Calendar (University Calendar Review Committee Project), as approved at the March 13, 2001 Senate meeting, insert new clause 2.2.8 as follows:

"Advanced Placement International English Language (APIEL) Examination. A minimum score of 3 is required on the College Board, Advanced Placement International English Language (APIEL) examination. The official results of the APIEL examination must be forwarded to Memorial University directly from the College Board."

Information regarding the Advanced Placement International English Language (APIEL) examination is available from the College Board at www.collegeboard.com or by calling toll free at 888-225-5427.

Applicants will be required to write a placement test in English language prior to the commencement of classes to determine the appropriate course in English for which they should register. For further information refer to English Language and Mathematics Placement Tests."

Current 2.2.8 becomes 2.2.9.

32.2 School of Nursing

Page 355, 2001–2002 Calendar, under N2011. Nursing Concepts for Children, Adolescents and Young Adults, amend Corequisites/Prerequisites to read as follows:

"Corequisites/Prerequisites: N2511; N2003 or the former N2250 or N3010/N3011, N2004 or the former N2260."

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

33.1 School of Nursing

Page 484, 2001–2002 Calendar, under Regulations Governing the Degree of Master of Nursing, amend clause A)2. as follows:

Delete "December 31" and replace with "February 15".

Page 485, 2001–2002 Calendar, under N6200 Nursing Individuals and Families through Life Transitions (3 credit hours), delete "Prerequisites: N6010, N6011. Pre or co-requisite: N6100." and replace with the following:

"Pre or co-requisites: N6010, N6011 and N6100.

(Not required by students who have completed N6400)"

Under N6220 Concepts for Population-Based Nursing (3 credit hours), delete "Prerequisites: N6010, N6011." and replace with the following:

"Pre or co-requisites: N6010, N6011 and N6100.

(Not required by students who have completed N6410)"

33.2 Faculty of Medicine

Page 500, 2001–2002 Calendar, insert the following new course:

"6130. Advanced Immunological Methods"

Page 519, 2001–2002 Calendar, insert the following new course:

"6130. Advanced Immunological Methods"

33.3 Request for Approval of New General Regulation D) 6.
Governing the School of Graduate Studies

Page 447, 2001–2002 Calendar, following the heading General Regulations, subheading Programme Requirements, insert new clause D)6. to read as follows:

"6. Graduate Research Integrity Requirement

All graduate students are required to complete the Graduate Research Integrity Programme (GRIP), which is administered by the School of Graduate Studies and offered annually in the Fall semester. Successful completion of GRIP is normally required in the first offering following programme commencement and will be annotated on the student's transcript."

Renumber current clause D)6. and D)7. to D)7. and D)8. respectively.

33.4 Revision to the By-Laws Governing the School of Graduate Studies

A memorandum dated September 26, 2001 was received from the Academic Council of the School of Graduate Studies noting the following addition to its By-Laws to include guidelines for the administration of the Course Evaluation Questionnaire:

"B.4. Committee on Course Evaluations (a) There shall be a Committee on Course Evaluations charged with the responsibility for managing course evaluations at the graduate level. The Committee will be responsible, each semester, for submitting a report to the Senate Committee on Course Evaluation, to the Graduate Students' Union and to the Head of each academic unit. Each academic unit will receive a copy of the general comments and those specific to each unit. (b) The Committee shall ensure that all students, including part-time and distance students, have the

opportunity to participate in the discussion groups. (c) The Committee shall consist of a Chair and four members: two elected from Academic Council and two graduate student representatives nominated by the Graduate Students' Union (GSU). (d) One of the GSU representatives shall act as liaison with the Discussion Leaders. (e) The Associate Dean of the School of Graduate Studies shall be Chair of the Committee and will be responsible for hiring, training, and supervising Discussion Leaders for the Fall, Winter and Spring semesters. (f) The Committee shall meet at convenient times during each semester following collection of the relevant information. (g) The Secretary of the Committee, who shall not vote, shall be appointed by the Dean of Graduate Studies from his/her staff.

Several speakers noted the importance of this Committee developing and maintaining close connections with the Senate Committee on Course Evaluations and on the need for both Committees to view the entire process as an iterative one which will require constant monitoring and continuous improvement.

Following Dean. Kealey's presentation of the Report of the Academic Council of the School of Graduate Studies, the President drew the attention of Senate to the fact that this is Dean Kealey's last attendance at a Memorial Senate meeting. Dean Kealey will be leaving shortly to take up the position of Vice-President (Research) at the University of New Brunswick on December 1, 2001. On behalf of Senate, the President extended heartfelt appreciation for Dean Kealey's service to Senate, the Academic Council of the School of Graduate Studies, the Department of History, and to many other Committees and also for his other service to the University. On behalf of Senate the President wished Dean Kealey and Dr. Linda Kealey all the very best at the University of New Brunswick.

34. Recommendation from the Timetable Committee to Discontinue the Fall Semester Break

A memorandum dated October 1, 2001 was received from the Vice-President (Academic) advising that to find a solution to the awkward scheduling of the past several fall semesters, at his request, the Senate Advisory Committee on the University Timetable undertook a university-wide consultation in 2000 regarding the scheduling of the fall semester, and specifically the need for a fall semester break, given that students and faculty already get Thanksgiving and

Remembrance Day holidays and a study break before the start of examinations.

The Report of the Senate Advisory Committee on the University Timetable recommends as follows:

Given (a) The three priorities established as a result of university-wide consultation, and (b) that the respondents were much more strongly in favour of retaining the end-of-semester reading days than of keeping a fall semester break, and its own experience over the past few years of the difficulties in attempting to craft customized academic schedules each year,

the Senate Advisory Committee on the University Timetable recommends:

that, as of Fall Semester 2001, the fall semester break be discontinued and the fall semester shall be scheduled as follows:

- i. Classes shall start on the Thursday following Labour Day
- ii. No classes shall be held on the Thanksgiving Day and Remembrance Day holidays
- iii. Two weekdays and two weekend days shall elapse between the last day of classes and the first day scheduled for final examinations.

On behalf of the Advisory Committee on the University Timetable, Dr. Simpson moved that the recommendations of the Committee be approved and that as of Fall Semester 2002 each fall semester shall consist of at least twelve working weeks, an end-of-semester study break of at least two working days and a formal examination period. The motion was seconded by Dr. Mulligan.

In response to a number of questions, Dr. Mulligan, Chair of the Senate Advisory Committee on the University Timetable, reviewed the timetabling constraints which led to the current scheduling problems, the consultation process undertaken by the Committee and the resultant three priorities established as a result of the University-wide consultation. However, while sympathetic to the problems facing the Committee, a number of speakers noted the

importance of the Fall semester break for students, particularly rural first-year students who may have difficulty making the transition from high school to first year, as evidenced by information given by the Acting Director of the Centre for Institutional Analysis and Planning in the special meeting of Senate held immediately before this meeting. There were several calls for an examination of other possibilities and further consultation before deciding on this important question.

In light of this discussion, it was moved by Dr. Simpson, seconded by Dr. Adamec and carried, that the motion be tabled until other possibilities are examined and further consultation has been undertaken.

It was also agreed that this matter would be returned to Senate no later than the April 2002 meeting.

35. Extension of Meeting Time

At the request of the President, it was agreed to extend the meeting for ten minutes in order to complete the business of the meeting.

35. Report of the Senate Elections Committee

A memorandum dated October 22, 2001 was received from the Committee on Senate Elections advising that on May 7, 2001, a memorandum was sent to all members of the Senate (excluding student members) inviting nominations to fill three vacancies on the Senate Committee on Committees. Only one nomination was received by the deadline date of May 22, 2001, and in accordance with the Procedures for Senate Elections, the Senate Elections Committee declared the one male candidate elected by acclamation. It was further agreed that in an attempt to fill the remaining two vacancies, a by-election would be conducted in the early Fall.

On September 6, 2001, a memorandum was sent to all members of Senate (excluding student members) inviting nominations for two senators to serve on the Committee on Committees for a period of one year commencing September 1, 2001. Three nominations were received by the deadline date of September 21, 2001, none of which was for a female candidate.

The regulations governing this election read as follows:

"1. Three members of Senate (excluding student members), elected annually to one-year terms by and from the Senate by secret ballot. At least one of these three members shall be female.

The Secretary of Senate shall circulate to senators a call for nominations immediately after the conclusion of Senate elections each year. Written nominations, containing the signatures of the nominee and one nominator, who must also be a non-student member of Senate, shall be submitted to the Secretary no later than two weeks after the call for nominations has been circulated. Senators whose terms expire before the start of the next academic year shall not be eligible to be nominated. Newly elected senators whose terms on Senate do not commence until the following September shall be eligible to be nominated but shall not be eligible to nominate others or to vote in the election. The Committee on Senate Elections shall conduct a secret ballot election by mail. All non-student members of Senate, including those whose terms expire before the following September, shall be eligible to vote in the election. The female candidate with the most votes shall be elected. Of the remaining candidates, the two with the most votes shall also be elected."

Since the current procedures for membership of the Committee on Committees do not provide for the eventuality of no nominations from females being received, the Committee on Senate Elections is recommending the following amendment to the regulations:

Replace VI B1 with the following:

"1. Three members of Senate (excluding student members), elected annually to one-year terms by and from the Senate by secret ballot. Normally at least one of these three members shall be female.

Election procedure:

(a) The Secretary of Senate shall circulate to senators a call for nominations immediately after the conclusion of Senate elections each year.

(b) Written nominations, containing the signatures of the nominee and one nominator, who must also be a non-student member of Senate, shall be submitted to the Secretary no later than two weeks after the call for nominations has been circulated.

(c) Senators whose terms expire before the start of the next academic year shall not be eligible to be nominated.

(d) Newly elected senators whose terms on Senate do not commence until the following September shall be eligible to be nominated but shall not be eligible to nominate others or to vote in the election.

(e) Whenever the number of nominations at the time of the deadline is not greater than the number of vacancies, all candidates shall be declared elected by acclamation. The Committee on Senate Elections may extend the deadline for nominations for any remaining vacancies, or it may organize a separate by-election to fill those vacancies.

(f) In the event that there are more than three candidates nominated at the time of the deadline for nominations, the Committee on Senate Elections shall conduct a secret ballot election by mail. All non-student members of Senate, including those whose terms expire before the following September, shall be eligible to vote in the election.

(g) In the event that there is at least one female candidate in an election decided by secret ballot, the female candidate with the most votes shall be elected. Of the remaining candidates, the two with the most votes shall also be elected.

(h) In the event that there are no female candidates in an election decided by secret ballot, the three candidates with the most votes shall be elected.

(i) In any by-election for one or two seats that is decided by secret ballot, the one or two candidates (respectively) with the most votes shall be elected."

It was moved by Mr. Collins, seconded by Dr. Brosnan and carried that the above-noted amendments to VI.B.1. SENATE COMMITTEES

- SELECTION AND PROCEDURES be approved and that the by-election resume using the amended procedures.

37. Remarks from the Chair – Questions/Comments from Senators

The President reported to Senate as follows:

* Students from the Faculty of Business Administration once again won first place in the 2001 National Advanced Technology Management Competition. Congratulations go to students, Krista Green, Jennifer Lee, Brad Suter and Kevin Woodbury, to their coaches and to the Faculty.

* Maclean's rankings and ratings have recently been published and Memorial has moved into the fifth place in the Comprehensive Category out of a group of eleven. Particularly pleasing is the fact that Memorial has made significant improvements in the reputational survey by moving into the top five group, i.e. No. 5 in Best Overall and No. 4 in Leaders of Tomorrow.

* Three candidates have been short-listed for the position of Vice-President (Research). Each candidate has been invited to make a presentation to the University community on the subject of their choice, and Senators are encouraged to attend and to forward their views and comments to the Search Committee. Smaller groups who wish to meet the candidates may make arrangements to do so through the President's Office.

38. ADJOURNMENT

The meeting adjourned at 6:10 p.m.