



MEMORIAL UNIVERSITY OF NEWFOUNDLAND SENATE

The regular meeting of Senate was held on October 8, 2002, at 4:00 p.m. in Room E5004, Education Building.

14. PRESENT

The President, Dr. E. Simpson, Dr. C. Loomis, Professor A. Fowler, Interim Dean A. Collins, Dean D. Graham, Dean G. Gorman, Mr. G. Collins, Ms. S. Cleyle for Mr. R. Ellis, Dr. T. Gordon, Dr. C. Higgs, Interim Dean C. Jablonski, Dean R. Lucas, Dr. P. Fisher for Mr. L. O'Reilly, Interim Dean M. Haddara, Dean L. Walker, Dr. R. Adamec, Dr. S. Algoo-Baksh, Dr. J. Ashton, Professor P. Ayres, Dr. M. Brosnan, Dr. D. Buell, Dr. G. Clark, Dr. C. Couturier, Mr. C. Dennis, Mr. E. Durnford, Dr. J. Evans, Professor M. Hackett, Dr. J. Harris, Dr. D. Kimberley, Professor V. Kuester, Dr. D. McKay, Dr. M. Mulligan, Dr. M. Murray, Dr. S. Peters, Dr. H. Pike, Dr. J. Quaicoe, Ms. D. Rehner, Dr. V. Richardson, Dr. D. Rideout, Dr. F. Shahidi, Dr. C. Sharpe, Dr. M. Skipton, Dr. D. Thompson, Dr. D. Treslan, Professor D. Walsh, Dr. B. Watson, Dr. M. Wernerheim, Dr. P. Wilson, Dr. J. Wyse, Mr. J. Baker, Mr. S. Sullivan, Mr. T. Duggan, Mr. A. Kennedy, Ms. C. Powell, Mr. G. Salam.

The Chair opened the meeting by extending a special welcome to the newly elected Senators and the newly appointed Recording Secretary to Senate:

Dr. James Wyse Business Administration
Mr. Jamie Baker Graduate Student
Ms. Tina Scott Recording Secretary to Senate

15. APOLOGIES FOR ABSENCE

Apologies were received from Dr. M. Kara, Dr. R. Gosine, Dr. S. Birnie-Lefcovitch, Dr. J. Wright, Dr. K. St. John, Ms. G. Bell.

16. MINUTES

The Minutes of the regular meeting held on September 10, 2002, were taken as read and confirmed.

17. Report of the Senate Committee on Undergraduate Studies

A memorandum dated September 13, 2002 was received from the Senate Committee on Undergraduate Studies advising that at a meeting held on September 12, 2002, Professor Donna Walsh was elected as Chair for the 2002-2003 academic year.

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

18.1 Faculty of Medicine

New Courses:

6196. Systems Neuroscience.

6197. Cellular Neuroscience.

18.2 Faculty of Business

Page 479, 2002-2003 Calendar, under the heading Regulations Governing the Degree of Master of Employment Relations, sub-heading Courses, under Table II, delete "BUSI (course number to be approved). Labor Law" and replace with the following:

"BUSI 9329. Labor Law."

18.2 Computer Science

Page 495, 2002-2003 Calendar, under the heading Computational Science Program, sub-heading Courses, delete "Computational Science 6910. Computing Systems (2 credit hours)" and replace with the following:

"Computational Science 6910. Matrix Computations and Applications. (3 credit hours)".

Under the heading Computational Science Program, sub-heading Courses, under Computational Science, delete "CMSC 6910. Computing Systems" and replace with the following:

"CMSC 6910. Matrix Computations and Applications"

19. Report of the Committee on Honorary Degrees and Ceremonial

19.1 Amendments to *Honorary Degrees - Criteria, Procedures, Titles* - Handbook of Senate By-Laws and Procedures

The Secretary gave an overview of the Amendments to the "Honorary Degrees - Criteria, Procedures, Titles - Handbook of Senate By-Laws and Procedures" proposed by the Committee for clarity and for consistency with Senate practice over the past two academic years and as outlined in a covering memorandum from the Committee on Honorary Degrees and Ceremonial dated September 25, 2002. It was moved by Mr. Collins and seconded by Dr. Ashton that Senate adopt the revised Criteria and Procedures.

Senators posed several questions mostly around the wording of Clause 8 of the Criteria and Procedures which reads as follows:

"Normally, serving members of staff, faculty, the Board of Regents and serving Canadian politicians are not eligible for consideration. An exception may be made in the case of a Special Convocation such as for the installation of a Chancellor or President where the University may wish to recognize such a person. Normally, honorary degrees shall not be conferred posthumously or in absentia."

Several Senators suggested that the second sentence may not be necessary given the use of the word "normally" in

the first sentence.

It was moved by Dr. D. Thompson, seconded by Dr. R. Adamec and carried by majority vote that the second sentence of Clause 8 be removed.

It was then noted that the word "normally" appears twice in Clause 8. The Secretary agreed to address the matter after the meeting. The vote on the main motion to approve the revised Criteria and Procedures was then taken and the motion was carried. The revised Criteria and Procedures now read as follows:

V. HONORARY DEGREES AND PROFESSOR EMERITUS

A. Honorary Degrees - Criteria and Procedures

The awarding of honorary degrees is an important feature of Memorial's Convocation and is meant to honor both the individual and the University as well as inspire our graduates, their families and guests. In order to respect the dignity and reputation of the nominee the selection of honorary graduates is by nature a confidential process. As a consequence, nominees should not be informed they are under consideration. In addition, apart from the public announcement by the University of honorary degree recipients for a particular Convocation, the outcome of any individual nomination shall not be released out of respect both for the nominee and the integrity of the process.

1. The University may, without examination, confer a doctoral degree honoris causa upon any person whom the University, on the resolution of Senate, may deem worthy of such a degree by virtue of that person:
 - having achieved eminence in his/her field whether intellectual or artistic.
 - having given outstanding public service locally, nationally or internationally.
 - having been a significant benefactor of the University either creatively, materially or financially.
2. A proposal to confer an honorary degree may be submitted at any time to the Secretary of Senate. The proposal, to be submitted in writing, must include a concise biography detailing the reasons why the individual should be honored at this time by this University. Nomination forms available from the Office of the Secretary of Senate may be used for this purpose.
3. The Secretary of the Senate shall keep a file of names submitted and shall carry forward all submissions until closed by the award of the degree, death, or the expiry of a period of three years. Persons removed from the list after three years may be re-nominated.
4. All proposals shall be referred to the Senate Committee on Honorary Degrees and Ceremonial.
5. The Committee shall furnish the Secretary of Senate with a Report which shall contain a concise citation for each name recommended by the Committee for the award of an honorary degree giving reasons for the recommendations and any other relevant facts as well as a copy of these Honorary Degrees - Criteria and Procedures, and a Status Report showing the current status of all names approved by Senate for the award of an honorary degree but whose degree has not yet been conferred.
6. At a meeting of the Senate held in-camera, the Report will be considered, provision will be made for a discussion of the merits of each candidate before voting takes place; the names of those recommended by the Committee shall be voted on individually by show of hands and no degree

shall be conferred unless the recommendation is given the affirmative vote of at least two thirds of all members present.

7. The Chairman of the Senate shall communicate in writing with such persons as have been approved by the Senate to be recipients of honorary degrees to ascertain their willingness to accept. Where scheduling or other such difficulties delay the awarding of a degree, an invitation may be re-issued by the Chairman of Senate for up to three years following Senate approval.
8. Normally, serving members of staff, faculty, the Board of Regents and serving Canadian politicians are not eligible for consideration.
9. Normally, honorary degrees shall not be conferred posthumously or in absentia.
10. The titles of Honorary Degrees shall be:

Doctor of Laws (LL.D.)
Doctor of Letters (D.Litt.)
Doctor of Science (D.Sc.)

The Chair then thanked the Committee for its work in drafting the above amendments. The Chair also encouraged Senators to submit nominations for honorary degrees for the Spring and Fall 2003 convocations. He noted that the next meeting of the Committee on Honorary Degrees and Ceremonial will take place in November and it is anticipated that recommendations will be brought to Senate at the meeting scheduled to be held in January, 2003.

Note: Following the meeting, the Secretary concluded that the second sentence of Clause 8 should become Clause 9 and that the existing Clause 9 be re-numbered as Clause 10.

20. Report of the Planning and Budget Committee

20.1 Annual Report to Senate for the 2001-02 Academic Year

Dr. Simpson presented the Planning and Budget Committee's report to Senate noting that the Terms of Reference require the Committee to present an annual report. Dr. Simpson then briefed Senate on the contents of the report, a copy of which is lodged in the Senate files.

There being no comments or questions, the Chair thanked Dr. Simpson for the report of the Committee.

21 Report of the Senate Committee on Course Evaluation

21.1 Annual Report to Senate

Dr. McKay noted that while he is no longer serving as Chair of the Senate Committee on Course Evaluation, he had agreed to present the report to Senate. A copy of the report dated September 25, 2002 is included in the Senate files. Dr. McKay then introduced the Report which outlined the operation of the Committee and included advice on possible revisions of the Policies and Procedures and the Course Evaluation Questionnaire including the following three recommendations:

Recommendation 1: The SCCE recommends the following explicit language for Term of Reference 11 of the Committee's Terms of Reference:

"The committee will recommend policies for evaluation of courses or course sections which may be exempt from using the CEQ".

It was moved by Dr. McKay and seconded by Mr. Baker and carried that Recommendation 1 be approved.

Recommendation 2: The SCCE recommends the following explicit change to Section 5.5 of the Administrative Policies and Procedures:

"The original hard copies of CEQ's or transcriptions will be returned to the instructors after the Committee is satisfied that the summarized data are collected and reported. The electronically captured quantitative data for each administration of the CEQ shall be archived by the Centre for Institutional Analysis and Planning for subsequent access and analysis by academic units or *bona fide* academic researchers or research units. Access to these data shall be granted only with the approval by the Committee on Course Evaluation on terms agreed to in writing between the Committee and the Recipient".

It was moved by Dr. McKay and seconded by Mr. Baker and carried that Recommendation 2 be approved.

Recommendation 3: The SCCE recommends the following explicit change to Section 3.5 and the appropriate related changes to Sections 4.1, 4.2 and 5.1 of the Administrative Policies and Procedures:

3.5 Supplementary questions may be administered with the CEQ in three ways:

- 3.51 An academic unit may administer a separate course evaluation form in tandem with the CEQ. The responses to items on this additional form will be processed by the academic unit.
- 3.52 An academic unit may arrange with CIAP to have a limited number of additional structured response items printed on the CEQ. The responses to these additional items will be processed by CIAP.
- 3.53 An academic unit or an individual instructor may provide at the time the CEQ is administered a separate sheet of paper containing a limited number of structured response items to be answered on the CEQ. The responses to these additional items will be processed by CIAP.

Companion changes to the above change include (Note: use of the underscore indicates new text and the strikethrough indicates current text that is to be eliminated):

- 4.1 Data from the core questionnaire will be captured and summarized by the Centre for Institutional Analysis and Planning. Any supplementary questionnaire (under section ~~3.5.2~~ 3.5.1) will be detached and returned to the department or unit for processing by its own procedures, subject to maintenance of student anonymity. No questionnaires or results shall be returned to instructors prior to the submission of final grades for the course in question.
- 4.2 For each course section, response distributions to core questions (and any additional quantitative questions included under section ~~3.5.1~~ 3.5.2 or 3.5.3) will be summarized by frequency percentage, means, and standard deviations of those responding to the item. The report for the section will identify the course and section and the instructor.

5.1 The Centre for Institutional Analysis and Planning shall send summary reports of the core questionnaire (and any supplementary questions under 3.5.2 and 3.5.3) for each section, together with applicable departmental and University summaries (as specified in sections 4.2 and 4.3), to each instructor. Reports shall be sent as soon as possible after final grades have been submitted.

It was moved by Dr. McKay and seconded by Mr. Baker and carried that Recommendation 3 be approved.

Several Senators, including Dr. McKay, reiterated the need for early publication of results and the desirability of increasing the participation rate of courses in the CEQ.

22. Recommendations regarding Deans'/Directors'/Principals List Criteria

Dr. Simpson reminded Senators that at its May 2002 meeting, Senate discussed the Recommendations and Implementation Plan of the ad hoc Deans', Directors', Principal's List Committee. Following some questions from Senators at that meeting, it was agreed to refer the documents back to Dr. Simpson's office for further consultation. During the summer, Deans, Directors and the Principal were asked to ensure that adequate discussion of the issues took place within their units. Dr. Simpson noted that with the conclusion of that process, the revised document, which incorporates amended wording to address concerns raised before and during this latest consultation, is now being submitted for Senate's consideration. Dr. Simpson also noted that with the exception of one unit, there is general acceptance of the revised document from Deans, Directors, and the Principal.

Dr. Simpson also introduced Ms. Donna Ball, a member of the ad hoc Committee, and received Senate's permission for Ms. Ball to respond to questions from Senators.

It was then moved by Dr. Simpson and seconded by Dr. Adamec that Recommendation 1 - 8 be approved.

Senators posed several questions mainly around Recommendation 1. Before discussion focused on this Recommendation, the Chair suggested that the motion be divided to approve first, Recommendations 2 - 8 inclusive while at the same time recognizing that there may have to be a further examination of Recommendation 4 with respect to students in the Faculty of Medicine who are graded on a Pass/Fail basis. The vote on the motion to approve Recommendations 2-8 was then taken and the motion was carried.

A lengthy discussion then ensued regarding the implications of implementing the revised recommendations particularly focusing on some of the following implications of Recommendation 1:

- ⌘ The possibility of limiting by as much as 40% the number of students eligible for the Deans', Directors', Principals' List in faculties and schools with selective and competitive admission criteria. Other Senators countered by noting that it is desirable for students to be able to point out that in order to receive such recognition, they must place in the top 10% of their class.
- ⌘ The possibility of excluding students who cannot carry a full course load because of employment or other commitments. However, other senators noted that many of our programs require full-time attendance while others suggested Deans', Directors', Principals' lists denote just one way of recognizing high academic achievement. Other ways include classification of degrees, honors designation, and printing of grade point averages on students' transcripts.

It was then moved by Dr. Thompson and seconded by Mr. Salam that Recommendation 1 be referred back to the ad

hoc Committee. However, when put to a vote the motion was defeated.

The second part of the motion to approve Recommendation 1 was then carried by a majority vote.

23. ITEMS FOR INFORMATION

23.1 New Graduate Students' Union Vice President Academic

An e-mail was received from the Graduate Students' Union dated September 23, 2002 announcing that Mr. James Baker will replace Ms. Sonja Allen on Senate as Vice-President Academic of the Graduate Students' Union.

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

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

- ? Dr. Meisen noted the recent renovations to the Harlow campus which is now equipped with excellent accommodations, communication equipment, lecture rooms and meeting facilities. He remarked that the first students arrived on the modernized campus in September to study courses as part of our new European Studies minor while next term, our Business students will be joined by students from the International University of Germany to study European Business in Harlow.
- ? On September 27, 2002, Dr. Meisen co-chaired an Innovation Summit in St. John's sponsored by Industry Canada where attendees including a number of faculty from Memorial, debated the question of how best to utilize federal government innovation funds. This topic will remain at the forefront of the agenda for the President, Vice-President (Academic) and Vice-President (Research and International Relations).
- ? In late September, the President spent a week in Ireland for the twinning of the cities of Waterford and St. John's. He noted there are opportunities to work with the Waterford Institute of Technology in Music, Business, tourism programs and research. There are also opportunities to work with the National University of Ireland, Galway in the area of marine science. Opportunities also exist to work with the University College of Dublin in business studies, Irish studies and Canadian studies.

Dr. Meisen indicated that some key issues for this academic year include:

- ? The continuation of strong recruitment efforts particularly in rural Newfoundland and Labrador where the percentage of young people attending university is still unacceptably low. Dr. Meisen recalled the recent *Gazette* story on Memorial's 5% increase in registrations achieved despite the continuing decline in our high school leaving population. He emphasized also the need for recruiting more Canadian and international students particularly where we have capacity. In that regard, the President noted that Dr. M. Collins and other delegates will be visiting the Persian Gulf area in the next few days.
- ? The collective agreements with CUPE should be brought to a point of conclusion when the Board of Regents meet on October 17, 2002. MUNFA discussions began on October 7, 2002.
- ? The President reported that he is committed to finding the monies and resources to resolve the visible and not so visible deferred maintenance problems which have accumulated during years of underfunding.
- ? Convocation will take place on October 18, 2002 with a morning and afternoon session. The two honorary degree recipients are Bob Cole and Simon Schama.
- ? In the first half of November, there will be a series of events for "Celebrate Memorial". Dr. L. Walker has

taken the initiative in this project. The student and alumni events will be posted on the MUN Newsline.

Dr. McKay expressed his concern regarding the e-mail soliciting proposals for the Inco Innovation Center and the short time frame for faculty to mobilize by the October 18 deadline. Dr. Meisen emphasized the need for urgency given that it is currently costing the University approximately \$80,000 a month to maintain the TSC as well as the necessity for larger and more efficient classrooms.

Mr. Salam enquired how the upcoming recruitment visit to the Middle East would affect the recruitment of students from Africa and India. Dr. Meisen noted that it will not affect these students as the recruitment strategy for these areas is current use of the world wide web. The President reviewed the reasons why we are currently recruiting in the Gulf states noting that our recruitment strategy is evolving and he would welcome any comments or suggestions on this subject.

25. OTHER BUSINESS

Dr. Sharpe informed Senate that despite best efforts of staff in Classroom Support Services, the quality of equipment, particularly the visual presenters, in Rooms E-2018, A-1043, and the Science lecture theater is very poor. The Chair agreed to raise the issue with the appropriate Vice-Presidents and in doing so, encouraged Dr. Sharpe to provide the appropriate information on this matter before proceeding.

26. ADJOURNMENT

The meeting adjourned at 5:40 p.m.