

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
SENATE

The regular meeting of Senate was held on October 14, 2003, at 4:00 p.m. in Room E5004, Education Building.

13. PRESENT

The President, Dr. E. Simpson, Dr. C. Loomis, Dr. A. Fowler, Professor M. Beaton, Dr. S. Birnie-Lefcovtich, Dean A. Collins, Dr. T. Gordon, Dean G. Gorman, Interim Dean R. Gosine, Dean D. Graham, Dr. L. Hensman, Dean C. Jablonski, Dean R. Lucas, Mrs. M. O’Dea, Mr. L. O’Reilly, Dean L. Walker, Dr. S. Algoo-Baksh, Dr. J. Ashton, Professor P. Ayres, Dr. D. Buell, Mr. C. Couturier, Mr. E. Durnford, Captain J. Ennis, Professor M. Hackett, 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. S. Peters, Dr. H. Pike, Dr. J. Quaiocoe, Dr. V. Richardson, Dr. D. Rideout, Ms. L. Scott, Dr. E. Simms, Professor D. Walsh, Dr. P. Wilson, Dr. S. Wolinetz, Dr. J. Wright, Mr. J. Baker, Ms. K. O’Brien-MacDonald, Mr. S. Sullivan, Mr. M. Byrne, Mr. D. Decker, Mr. T. Duggan, Mr. C. Flaherty, Mr. L. Gaulton, Ms. J. Magalios.

14. APOLOGIES FOR ABSENCE

Apologies were received from Ms. A. Goodman, Mr. L. MacFadden, Dr. D. Neville, Captain W. Norman, Dr. F. Shahidi, Dr. K. St. John, Ms. J. Tavenor.

The Chair opened the meeting by extending a special welcome to the following new ex-officio member as well as to the following newly elected Senators:

Interim Dean Ray Gosine	Engineering and Applied Science
Dr. Walter Okshevsky	Education
Ms. Laura Scott	Library
Mr. Matthew Byrne	Undergraduate Student
Mr. Dave Decker	Undergraduate Student
Mr. Thomas Duggan	Undergraduate Student
Mr. Cletus Flaherty	Undergraduate Student
Mr. Luke Gaulton	Undergraduate Student
Ms. June Tavenor	Undergraduate Student

15. MINUTES

The Minutes of the regular meeting held on September 9, 2003, were taken as read and confirmed.

16. Report of the Senate Committee on Undergraduate Studies

A memorandum dated 12 September 2003, was received from the Senate Committee on Undergraduate Studies advising that at a meeting held on 11 September 2003, Professor Donna Walsh was elected as Chair for the 2003-2004 academic year.

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

17.1 General Regulation B.1

Page 419, 2003-2004 Calendar, under the heading General Regulations, subheading B) Procedure for Admission, delete the second paragraph under item B) 1. in its entirety and replace with the following:

“Most graduate programs have September start dates; however, some programs accept students for January and/or May admission. Deadlines for submission of applications can be as early as November for the following September; therefore, applicants should inquire about program start dates and application deadlines of the academic program of interest (see *Prospectus* at <http://www.mun.ca/sgs>). Non-Canadian applicants should allow four - six months for processing of official documents with Immigration authorities.”

17.2 General Regulation J.2

Page 419, 2003-2004 Calendar, under the heading General Regulations, subheading J) Theses and Reports, under clause 2. General Form and Style, delete the last sentence of the second paragraph in its entirety and replace with the following:

“At the time of final submission to the School of Graduate Studies, one copy of the thesis/report must be submitted on acid-free, or equivalent, paper.”

17.3 Department of Mathematics and Statistics

Page 467, 2003-2004 Calendar, under the heading Mathematics and Statistics, subheading Specific Requirements for the M.Sc. in Mathematics, immediately following the first paragraph, delete the list of courses in its entirety and replace with the following:

Department of Mathematics and Statistics (cont'd)

“ALGEBRA: M6320, M6321
ANALYSIS: M6310, M6311, M6312
APPLIED MATHEMATICS: M6201 or M6212, M6100
COMBINATORICS: M6340, M6341, M6342
TOPOLOGY: M6300 or M6301, M6332”

Page 484, 2003-2004 Calendar, under the heading Mathematics and Statistics, subheading Specific Regulations for the Ph.D. in Mathematics, immediately following the first sentence in item 2., delete the list of courses in its entirety and replace with the following:

“ALGEBRA: M6320, M6321
ANALYSIS: M6310, M6311, M6312
APPLIED MATHEMATICS: M6201 or M6212, M6100
COMBINATORICS: M6340, M6341, M6342
TOPOLOGY: M6300 or M6301, M6332”

Page 484, 2003-2004 Calendar, under the heading Mathematics and Statistics, subheading Seminar Courses in Mathematics and Statistics, delete “6930. Statistics” from the list of courses.

Page 429, 2003-2004 Calendar, under the heading Regulations Governing the Degree of Master of Applied Statistics, delete the section entitled, Courses, in its entirety and replace with the following:

“COURSES

A selection of the following graduate courses will be offered to meet the requirements of candidates, as far as the resources of the Department will allow:

Mathematics

- 6100. Dynamical Systems
- 6101. Modern Perturbation Theory
- 6102-6109. Special Topics in Applied Mathematics
- 6212. Numerical Methods for Initial Value Problems
- 6201. Numerical Methods for Partial Differential Equations
- 6202-6209. Special Topics in Numerical Analysis
- 6210. Numerical Solution of Differential Equations (for Computational Science students only - required core course)
- 6300. Algebraic Topology I (Homology Theory)
- 6301. Algebraic Topology II (Homotopy Theory)
- 6302. Algebraic Topology III (Theory of Fibre Bundles)

Department of Mathematics and Statistics (cont'd)

6332. Point Set Topology
6304-6309. Special Topics in Topology
6310. Functional Analysis
6311. Complex Analysis
6312. Measure Theory
6313-6319. Special Topics in Analysis
6320. Group Theory
6321. Ring Theory
6322. Nonassociative Algebra
6323. Homological Algebra
6324-6329. Special Topics in Algebra
6330. Analytic Number Theory
6331. Algebraic Number Theory
6340. Graph Theory
6341. Combinatorial Design Theory
6342. Advanced Enumeration
6343-6349. Special Topics in Combinatorics
6910. Topology Seminar
6940. Analysis Seminar
6950. Algebra Seminar

Statistics

6503. Stochastic Processes
6510. Mathematical Statistics
6520. Linear Models
6560. Continuous Multivariate Analysis
6561. Discrete Multivariate Analysis
6580-6589. Selected Topics in Statistics and Probability
6590. A Course in Statistical Consulting
6930. Statistics Seminar”

Page 467, 2003-2004 Calendar, under the heading Mathematics and Statistics, subheading Courses, delete the section entitled Courses, in its entirety and replace with the following:

“COURSES

A selection of the following graduate courses will be offered to meet the requirements of candidates, as far as the resources of the Department will allow:

Department of Mathematics and Statistics (cont'd)

Mathematics

- 6100. Dynamical Systems
- 6101. Modern Perturbation Theory
- 6102-6109. Special Topics in Applied Mathematics
- 6212. Numerical Methods for Initial Value Problems
- 6201. Numerical Methods for Partial Differential Equations
- 6202-6209. Special Topics in Numerical Analysis
- 6210. Numerical Solution of Differential Equations (for Computational Science students only - required core course)
- 6300. Algebraic Topology I (Homology Theory)
- 6301. Algebraic Topology II (Homotopy Theory)
- 6302. Algebraic Topology III (Theory of Fibre Bundles)
- 6332. Point Set Topology
- 6304-6309. Special Topics in Topology
- 6310. Functional Analysis
- 6311. Complex Analysis
- 6312. Measure Theory
- 6313-6319. Special Topics in Analysis
- 6320. Group Theory
- 6321. Ring Theory
- 6322. Nonassociative Algebra
- 6323. Homological Algebra
- 6324-6329. Special Topics in Algebra
- 6330. Analytic Number Theory
- 6331. Algebraic Number Theory
- 6340. Graph Theory
- 6341. Combinatorial Design Theory
- 6342. Advanced Enumeration
- 6343-6349. Special Topics in Combinatorics
- 6910. Topology Seminar
- 6940. Analysis Seminar
- 6950. Algebra Seminar

Statistics

- 6503. Stochastic Processes
- 6510. Mathematical Statistics
- 6520. Linear Models
- 6560. Continuous Multivariate Analysis
- 6561. Discrete Multivariate Analysis
- 6580-6589. Selected Topics in Statistics and Probability
- 6590. A Course in Statistical Consulting
- 6930. Statistics Seminar"

Department of Mathematics and Statistics (cont'd)

Page 484, 2003-2004 Calendar, under the heading Mathematics and Statistics, subheading Courses, delete the section entitled Courses, in its entirety and replace with the following:

“COURSES

A selection of the following graduate courses will be offered to meet the requirements of candidates, as far as the resources of the Department will allow:

Mathematics

- 6100. Dynamical Systems
- 6101. Modern Perturbation Theory
- 6102-6109. Special Topics in Applied Mathematics
- 6212. Numerical Methods for Initial Value Problems
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- 6300. Algebraic Topology I (Homology Theory)
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- 6342. Advanced Enumeration
- 6343-6349. Special Topics in Combinatorics
- 6910. Topology Seminar
- 6940. Analysis Seminar
- 6950. Algebra Seminar

Department of Mathematics and Statistics (cont'd)

Statistics

- 6503. Stochastic Processes
- 6510. Mathematical Statistics
- 6520. Linear Models
- 6560. Continuous Multivariate Analysis
- 6561. Discrete Multivariate Analysis
- 6580-6589. Selected Topics in Statistics and Probability
- 6590. A Course in Statistical Consulting
- 6930. Statistics Seminar”

17.4 Department of Computer Science

Page 465, 2003-2004 Calendar, under the heading Computer Science, subheading Courses, under the section Computer Systems, add the following two new courses:

- “6720. Distributed and Parallel Computing”
- “6726. Modelling and Analysis of Computing Systems”

Under the heading Computer Science, subheading Courses, delete the course “6754” in its entirety and replace with the following:

- “6754. Post-Genomic Computational Biology”

Page 478, 2003-2004 Calendar, under the heading Computer Science, under the subheading Doctor of Philosophy, under the subheading Courses, under the section Computer Systems, add the following two new courses:

- “6720. Distributed and Parallel Computing”
- “6726. Modelling and Analysis of Computing Systems”

Under the heading, Computer Science, subheading Doctor of Philosophy, under the subheading Courses, delete the course “6754” in its entirety and replace with the following:

- “6754. Post-Genomic Computational Biology”

17.5 Department of Biology

Page 462, 2003-2004 Calendar, under the heading Biology, under the subheading Courses, add the following new course:

- “7520. Advances in Fish Biology”

Department of Biology (cont'd)

Page 476, 2003-2004 Calendar, under the heading Biology, under the subheading Courses, add the following new course:

“7520. Advances in Fish Biology”

17.6 Department of Sociology

A proposal dated 11 July 2003 was received from the Academic Council of the School of Graduate Studies recommending approval of the revision to the Ph.D. language requirement in Sociology as follows:

“Proficiency in a second language will be required when the candidate’s supervisory committee determines that another language is necessary for the purpose of the proposed doctoral research.”

Questions were raised regarding the proposed revision to the language requirement for the Ph.D. in Sociology. It was suggested that clarification is needed and that the wording of the proposed regulation should be amended to clearly reflect its intent. It was noted that students could have proficiency in two or more languages, but these may not be relevant to the area of the candidates research. It was also suggested that the opening phrase in the regulations should read “proficiency in a language other than English...” rather than “Proficiency in a second language...”.

It was agreed that the proposed language requirement be referred back to the Academic Council of the School of Graduate Studies for review and revision by the Department of Sociology in light of the above-noted comments.

17.7 Faculty of Education

Page 443, 2003-2004 Calendar, under the heading, Regulations Governing the Degree of Master of Education, under the subheading, Courses, add the following new course:

“6911. Multiage Education: An Introduction”

Delete the Special Topics Courses block “6900-6919 Special Topics” and replace with the following:

“6900-6910. Special Topics
6912-6919. Special Topics”

Faculty of Education (cont'd)

Under the subheading, H) Specific Programs, under the clause, 2. vii), add the following new courses under the section, "Language and Literacy Studies":

"E6106. Reading and Teaching Popular Culture"

"E6642. Developmental Reading (K-8)"

"E6649. Exploring Multiple Literacies"

18. Report of the Committee on Senate Elections

A memorandum dated 25 September 2003 has been received from the Committee on Senate Elections advising that the following people have been elected to the Senate:

<u>Constituency</u>	<u>Name</u>
Education	Dr. Walter Okshevsky (2004)
Library	Ms. Laura Scott (2006)

The Committee has received a letter of resignation from Dr. Ray Gosine, Faculty of Engineering. Dr. Gosine has been appointed as Dean of the Faculty of Engineering effective November 1, 2003. As Dean, Dr. Gosine will be an *ex-officio* member of the Senate and will vacate his seat as an elected member of Senate in the Constituency of Engineering. A by-election is currently underway in the Constituency of the Faculty of Engineering to fill the vacancy for the period from November 1, 2003 to August 31, 2006 resulting from Dr. Gosine's resignation.

19. Annual Report of the Committee on Course Evaluations

Professor Shane O'Dea, Chair of the Senate Committee on Course Evaluations, presented the Annual Report of the Committee, noting that the Terms of Reference require the Committee to present an annual report. The report was received and accepted by Senate.

20. Revised Policy on Ethics of Research Involving Human Participants

Dr. Christopher Loomis presented the Revised Policy on Ethics of Research Involving Human Participants. He reviewed the background information provided in his 1 August 2003 memorandum to Senate which was circulated with the Senate agenda package.

Revised Policy on Ethics of Research Involving Human Participants (cont'd)

Considerable discussion ensued regarding the policy and Dr. Loomis and Ms. Barbara Cox, Director of the Office of Research, responded to the concerns raised. The following is a list, illustrative but not exhaustive, of comments and suggestions made:

- Concerns were raised regarding both the appointment process for the Research Ethics Boards and the reporting process. It was suggested that the process used for selection of membership for the three Memorial University of Newfoundland Research Ethics Boards should be the same as the process used for selection of members of Senate committees (i.e. via the Senate Committee on Committees). Using such a process would avoid a potential conflict of interest given that the President appoints members but is also the University officer responsible for resolving issues in which members might be involved. It was pointed out that appointment of members by the President is a Tri-Council requirement, reflecting the high level of scrutiny and authority required by the Tri-Council.
- While the current process requires Research Ethics Boards to report to the President, it was suggested that the Research Ethics Board should provide an annual report to Senate. It was noted that reporting to the President does not preclude reporting to Senate, as well as to the President. Institutional commitment is seen by the Tri-Council in having appointments to Ethics Research Boards by the President and reporting to the President. It was suggested that the Research Ethics Boards could submit reports to Senate via the annual report of the Vice-President (Research).
- Concerns were expressed regarding privacy legislation. However, it was noted that the document was scrutinized with this in mind. As new legislation comes in, the policy will be modified as appropriate.
- It was noted that education sessions regarding the Policy will be planned. The Research Ethics Boards, through information provided on their respective websites, in conjunction with the Office of Research and the Office of the Vice-President (Research), have the primary responsibility for providing education for researchers about the ethical treatment of human research participants in general and about the Policy (see Section 19, Education and Dissemination, Policy Document, Page 31).

Revised Policy on Ethics of Research Involving Human Participants (cont'd)

It was moved by Dr. Loomis, seconded by Dr. Jablonski, and carried that the Revised Policy on Ethics of Research Involving Human Participants be approved.

21. Report of the Planning and Budget Committee

21.1 Annual Report

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.

21.2 Centre of Regional Development Studies (CORDS)

At a meeting held on February 11, 2003, Senate was notified that the Planning and Budget Committee had given approval in principle to establish a centre for rural and regional development studies. A steering committee was established to develop the fuller proposal, a copy of which is located in the Senate files.

The Planning and Budget Committee is now recommending to Senate and the Board of Regents that approval be given to the creation of a Centre of Regional Development Studies for an initial period of five years which includes the following expectations:

- A review prior to the end of the fourth year which will determine whether to continue beyond the fifth.
- The elements of the implementation plan (as on page 16 of the Steering Committee's report, although not necessarily in the order given there), arrangements for implementing the Centre appropriately following agreement on the rationale for its establishment.
- Extensive consultations with constituent bodies including the Marine Institute, Sir Wilfred Grenfell College, the School and Faculties of Memorial University of Newfoundland, the Public Policy Research Centre, College of the North Atlantic, and other external agencies which would be led by the director and the standing committee.

Report of the Planning and Budget Committee (cont'd)

The motion to create a Centre of Regional Development Studies which was moved by Dr. Simpson, seconded by Dr. Fowler, carried.

22. Interim Report of the ad hoc Committee on Senate Reform

Dr. Wolinetz, Chair of the ad hoc Committee on Senate Reform, presented the interim report to Senate noting the membership and terms of reference of the ad hoc Committee and providing the following background information:

In a memorandum dated 17 February 2003, Deans and Directors expressed to Senate their view that Senate, as the University's highest decisional body in academic matters, should direct its attention towards strategic rather than operational matters. Senate agreed with this view and, at a meeting held on 11 March 2003, established an ad hoc Committee to consider ways of expediting Senate business. The ad hoc Committee was asked to submit for the October 2003 Senate meeting, a report on Senate reform, including the presentation of alternative methods for facilitating efficient consideration of requests to Senate for routine course approvals and regulation revision approvals. Senate directed that consultation be undertaken with academic councils and Senate committees that regularly submit to Senate requests for course, program and regulation revisions.

The ad hoc Committee was also asked to consider whether changes to the composition of Senate should be recommended to the Board of Regents with respect to the representation on Senate for students at the Marine Institute and for heads of larger departments in the Faculties of Arts and Science.

Dr. Wolinetz advised that while the Committee has undertaken considerable research and engaged in lengthy discussions on the question of Senate composition and representation for students from the Marine Institute and for heads of larger departments in the Faculties of Arts and Science, it is not yet in a position to make a recommendation with regard to these issues. Investigation and discussion of these representation issues will continue and upon the conclusion of its deliberations, the ad hoc Committee will report again to Senate.

With respect to facilitating and expediting Senate business, Dr. Wolinetz noted that the ad hoc Committee, having reviewed the flow of business to Senate from faculty/school committees and academic councils through Senate Undergraduate Studies Committee (SCUGS) and Academic Council of Graduate Studies, concluded that streamlining and changing the way business

Interim Report of the ad hoc Committee on Senate Reform (cont'd)

is presented could significantly improve efficiency without altering the approval process. Devolution of a portion of Senate's authority risks compromising the general oversight that Senate has of academic matters. He noted that input was first sought from SCUGS as the principal source of the large volume of academic business received by Senate, and that input was also sought from the Academic Council of the School of Graduate Studies, but that council has not yet had the opportunity to consider the matter.

Dr. Wolinetz pointed out that the ad hoc Committee believes that there are ways to improve efficiency without relinquishing Senate's authority, and to accomplish this, the ad hoc Committee is recommending that effective November 2003:

- (i) the Senate agenda be streamlined by adoption of a consent agenda for less substantive matters.
- (ii) a consistent format for presentation be adopted for proposals to Senate, including an Executive Summary.

Although the ad hoc Committee was also asked by Senate to consult with faculty/school academic councils, it is now recommending that the use of a consent agenda be adopted as an interim measure or pilot project for consideration of calendar changes for the remainder of the academic year without consultation with academic councils given that:

- No change in the level or setting at which approvals are granted is proposed.
- A certain period of trial and error will be needed to determine which items belong on the consent agenda and which on the regular agenda.
- Ultimately, Senate will have to determine whether these changes are useful. The ad hoc Committee is not sure that Faculty or School Councils will be able to comment effectively at this stage.

Dr. Wolinetz noted that with a consent agenda, routine changes such as changes in course descriptions or titles and other minor changes would be presented and passed under a single motion, with no discussion, presuming there are no objections. More substantive matters - proposals for new programs, any changes to the University's General Academic Regulations (Undergraduate) and substantive changes to the faculty/school regulations – would be included on the regular agenda, as they are now. In order to preserve the possibility for discussion of items included in the consent agenda, the ad hoc Committee is also recommending that upon request of any

Interim Report of the ad hoc Committee on Senate Reform (cont'd)

two senators, an item could be moved forward from the consent agenda for discussion on the floor of Senate, at which point the item would be presented by the proponent of that item (i.e., the Dean/Director and/or elected representative from the constituency where the item originated).

Determination of items to be placed on the consent agenda would be made, in the first instance, by the SCUGS (in the case undergraduate matters) and the Academic Council of the School of Graduate Studies (in the case of graduate matters). However, the Executive Committee of Senate could move items from the consent to the regular agenda or *vice versa*.

The implementation of a consent agenda would provide senators with the opportunity to review all items of Senate business but would expedite consideration on the floor of Senate, thus giving Senate more time to focus on other matters.

With respect to the format for presentation of proposals to Senate, Dr. Wolinetz indicated that the ad hoc Committee recognized that Senators have expressed frustration that submissions are presented in a way that is disorganized and confusing, making it difficult to determine what is actually being brought forward for approval and why a particular proposal is being brought forward. More clarity could be brought to the process if a consistent format for presentation, including an executive summary, is adopted for all academic proposals and such streamlining and consistency of presentation should facilitate review and approval processes.

Dr. Wolinetz advised Senate that discussions have been undertaken with Computing and Communications with respect to the possible use of technology to facilitate Senate business, and some preliminary proposals regarding possible options have been suggested. However, further investigation and discussion of both the usefulness and practicability of these options and of implementation costs needs to be done before the ad hoc Committee can make any recommendations to Senate.

The motion that Senate adopt a consent agenda as described in the ad hoc Committee's report, moved by Dr. Wolinetz, seconded by Professor Walsh, carried.

The motion that Senate adopt a consistent format for presentation of proposals to Senate, including an Executive Summary, moved by Dr. Wolinetz, seconded by Dr. Gordon, carried.

Interim Report of the ad hoc Committee on Senate Reform (cont'd)

The motion that the ad hoc Committee will not, at this stage, consult with Councils about this matter, moved by Dr. Wolinetz, seconded by Mr. Baker, carried.

The President thanked Dr. Wolinetz and the ad hoc Committee for the interim report.

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

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

- The President noted that Memorial University led in AIF funding. He advised that on September 22, 2003, a reception was held for the recipients to congratulate them on their successes in the second round of the AIF competition. The University will receive \$22 million from the AIF in the second round, the largest amount being received by a university in Atlantic Canada.
- The President noted that he had the opportunity to speak at a number of events with respect to the oil and gas industry, including recent trips to Halifax, Beijing and Bahrain.
- On October 5, 2003, Dr. Meisen and Dr. Loomis participated in the Knowledge-Based Economy and Regional Economic Development Conference held at the Delta Hotel. The three areas emphasized include the oil and gas sector, culture (theatre) and health sciences research.
- Celebrate Memorial was launched on October 8, 2003. The first major event was the Employee Services Award Ceremony held on October 14, 2003.
- The President noted that he hosted a Canadian Foundation for Innovation reception on October 9, 2003 to award CFI New Opportunity Certificates to Memorial researchers who have received funding for the first time.
- Dr. Meisen reminded Senators of the upcoming provincial election emphasizing the importance of keeping the elected members informed about the critical role played by the University in the Province.

24. ITEMS FOR INFORMATION

The Executive Committee upheld the following appeal:

Student No. 200226264 - Appeal for readmission to the University for the Fall 2003 Semester.

25. ADJOURNMENT

The meeting adjourned at 5:35 p.m.

CHAIRMAN

ACTING SECRETARY