

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
SENATE

The regular meeting of Senate was held on May 8, 2018, at 4:00 p.m. in the Lecture Theatre in the Physical Education Building, Room 2001.

103. PRESENT

The President, Dr. N. Golfman, Dr. N. Bose, Mr. G. Blackwood, Dr. J. Keshen (via videoconferencing), Dr. S. Bugden, Dr. H. Carnahan, Ms. S. Cleyle, Dr. M. Courage, Dr. I. Dostaler, Ms. C. Ennis-Williams, Dr. A. Gaudine, Dr. D. Hardy-Cox, Dr. G. Naterer, Mr. T. Nault, Dr. M. Piercey-Normore (via videoconferencing), Dr. L. Robinson (via videoconferencing), Dr. J. Simpson, Dr. A. Surprenant, Dr. I. Sutherland, Dr. E. Bezzina (via videoconferencing), Mr. P. Brett, Professor A. Fisher, Dr. I. Fleming, Dr. G. George, Dr. E. Haven, Dr. J. Hawboldt, Dr. D. Kelly, Dr. F. Kerton, Dr. J. Lokash, Dr. S. McConnell, Dr. M. Mulligan, Dr. W. Okshevsky, Dr. K. Parsons, Dr. D. Peters, Ms. H. Pretty, Dr. A. Rose, Dr. R. Russell, Ms. H. Skanes, Dr. K. Snelgrove, Dr. C. Thorpe, Dr. C. Vardy, Mr. M. Waller (via videoconferencing), Professor D. Walsh, Mr. A. Alkasasbeh, Mr. P. Isesele, Ms. R. Umali, Ms. A. Dubinski, Mr. J. Godfrey, Mr. B. Greeley, Ms. B. Howard, Mr. M. Howse (via videoconferencing), Ms. A. Kavanagh.

**Chair of the Senate Committee on Undergraduate Studies
(Standing Invitation)**

Dr. Shannon Sullivan

The President welcomed all Senators to this meeting of Senate.

Welcome:

Attending for the Budget Presentation

Mr. Kent Decker, Vice-President (Administration and Finance)

Attending for the Presentation on Indigenization Strategy

Catharyn Andersen, Special Advisor to the President on Aboriginal Affairs

Yves Pelletier, Consultant

The President noted that it would be appreciated if when you speak you use the microphone and introduce yourself and your constituency as Grenfell Campus Senators are joining by videoconferencing and otherwise will not be able to hear.

104. APOLOGIES FOR ABSENCE

Apologies were received from Dr. K. Anderson, Dr. M. Steele, Dr. S. Abhyankar.

105. MINUTES

It was moved by Dr. Okshevsky, seconded by Dr. Peters, and carried that the Minutes of the regular meeting held on April 10, 2018, be taken as read and confirmed.

CONSENT AGENDA

It was moved by Professor Walsh, seconded by Dr. Surprenant, and carried that the consent agenda, comprising the items listed in 106-107 below, be approved as follows:

106. Report of the Senate Committee on Undergraduate Studies

106.1 Grenfell Campus Bachelor of Business Administration Program – Proposed Calendar Changes

Page 221, 2017-2018 Calendar, under the heading 13.4.2 Business Electives Course Descriptions, add the following new course:

“2060 Business Ethics allows students to gain an understanding of the importance of ethics in everyday decision making in the professional environment. Students will explore their own ethical positions as they examine strategies for making ethical decisions. The course introduces students to ethical theories and frameworks and will help students develop the skills to anticipate, critically analyze, and appropriately respond to many types of ethical issues on both individual and organizational levels.

CR: the former Business 2808”

Page 196, 2017-2018 Calendar, under the heading 7.2.7 Bachelor of Business Administration, amend Table 11 Business Electives as follows:

Table 11 Business Electives

BUSN 2060	BUSN 4020	BUSN 5030	Economics 3550
BUSN 2320	BUSN 4030	BUSN 5040	Economics 4550
BUSN 2500	BUSN 4060	BUSN 5050	Environmental Studies 3000
BUSN 3060	BUSN 4080	Computer Science 1600	Environmental Studies 3001
BUSN 3100	BUSN 4120	Computer Science 1700	Environmental Studies 3085
BUSN 3110	BUSN 4130	Economics 2550	Environmental Studies 4000
BUSN 3120	BUSN 4210	Economics 3000	Mathematics 2090

BUSN 3220	BUSN 4230	Economics 3001	Political Science 2200
BUSN 3230	BUSN 4310	Economics 3010	Political Science 2600
BUSN 3240	BUSN 4510	Economics 3011	Political Science 2800
BUSN 3320	BUSN 4610	Economics 3030	Political Science 3550
BUSN 3510	BUSN 4660	Economics 3080	Political Science 3731
BUSN 3610	BUSN 4800-4850	Economics 3085	Sociology 2120
BUSN 3620	BUSN 5010	Economics 3150	Sustainable Resource Management 4003
BUSN 3800-3850	BUSN 5020	Economics 3160	

Page 221, 2017-2018 Calendar, under the heading 13.4.2 Business Electives Course Descriptions, add the following new course:

“4220 Business-to-Business Marketing and Relationships presents a comprehensive view of the complexities of business-to-business marketing concepts, and the critical role of developing and managing business relationships. Particular attention is paid to organizational-buying/purchasing behaviour, supplier relationship management, and the analysis of business relationships from both dyadic and network perspectives.

PR: BUSN 2250

CR: BUSI 5250

Abbreviated Course Title: B2B Marketing & Relationships”

Page 196, 2017-2018 Calendar, under the heading 7.2.7 Bachelor of Business Administration, amend Table 11 Business Electives as follows:

Table 11 Business Electives

BUSN 2320	BUSN 4030	BUSN 5030	Economics 3550
BUSN 2500	BUSN 4060	BUSN 5040	Economics 4550
BUSN 3060	BUSN 4080	BUSN 5050	Environmental Studies 3000
BUSN 3100	BUSN 4120	Computer Science 1600	Environmental Studies 3001
BUSN 3110	BUSN 4130	Computer Science 1700	Environmental Studies 3085
BUSN 3120	BUSN 4210	Economics 2550	Environmental Studies 4000
BUSN 3220	<u>BUSN 4220</u>	Economics 3000	Mathematics 2090
BUSN 3230	BUSN 4230	Economics 3001	Political Science 2200
BUSN 3240	BUSN 4310	Economics 3010	Political Science 2600
BUSN 3320	BUSN 4510	Economics 3011	Political Science 2800
BUSN 3510	BUSN 4610	Economics 3030	Political Science 3550
BUSN 3610	BUSN 4660	Economics 3080	Political Science 3731
BUSN 3620	BUSN 4800-4850	Economics 3085	Sociology 2120
BUSN 3800-3850	BUSN 5010	Economics 3150	Sustainable Resource Management 4003
BUSN 4020	BUSN 5020	Economics 3160	

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

107.1 Master of Marine Studies (MSPM) – MSTM 6014

Page 659, 2017-2018 Calendar, under the heading 17.3.2.1 Core Courses, amend the section as follows:

“17.3.2.1 Core Courses

All students must complete the following compulsory core courses:

- MSTM 6011 Introduction to Integrated Coastal and Ocean Management / Marine Spatial Planning
- MSTM 6012 Fundamentals of Geospatial Analysis
- MSTM 6013 Resource/Natural Environment and Ocean Use Characterization
- MSTM 6014 Geospatial Analysis for Marine Spatial Planning (prerequisites: MSTM 6011, 6012, and 6013) (may be offered in accelerated format)
- MSTM 6022 Communication and Conflict Resolution in a Technical Environment
- MSTM 6027 Coastal and Ocean Environmental Policies
- MSTM 6034 Project Management in the Offshore, Health, Fisheries and Engineering Technology Environments”

107.2 Ocean Sciences

Page 684, 2017-2018 Calendar, under the heading 24.17.2 Courses, amend the section as follows:

“24.17.2 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.

- OCSC 7000 Graduate Core Seminar (*cross-listed as Biology 7000*)
- OCSC 7100 Biological Oceanography (*credit cannot be obtained for both OCSC 7100 and the former Biology/OCSC 7531*)
- OCSC 7200 Adaptations to the Marine Environment (*credit cannot be obtained for both OCSC 7200 and the former Biology/OCSC 7561*)
- OCSC 7300 Plankton Dynamics (*credit cannot be obtained for both OCSC 7300 and the former Biology/OCSC 7540*)
- OCSC 7400 Fisheries Resource Management (*credit cannot be obtained for both OCSC 7400 and the former Biology/OCSC 7551*)
- **OCSC 7500-7515 Special Topics in Marine Biology”**

Ocean Sciences (cont'd)

Page 732, 2017-2018 Calendar, under the heading 33.25.2 Courses, amend the section as follows:

“33.25.2 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.

- OCSC 7000 Graduate Core Seminar (*cross-listed as Biology 7000*)
- OCSC 7100 Biological Oceanography (*credit cannot be obtained for both OCSC 7100 and the former Biology/OCSC 7531*)
- OCSC 7200 Adaptations to the Marine Environment (*credit cannot be obtained for both OCSC 7200 and the former Biology/OCSC 7561*)
- OCSC 7300 Plankton Dynamics (*credit cannot be obtained for both OCSC 7300 and the former Biology/OCSC 7540*)
- OCSC 7400 Fisheries Resource Management (*credit cannot be obtained for both OCSC 7400 and the former Biology/OCSC 7551*)
- **OCSC 7500-7515 Special Topics in Marine Biology**

107.3 Business Administration – Section 10.6

Page 636, 2017-2018 Calendar, under the heading 10.6 Courses, amend Table 2 Master of Business Administration Schedule of M.B.A. Electives as follows:

Table 2 Master of Business Administration Schedule of M.B.A. Electives

<ul style="list-style-type: none"> • 8001 Consumer Behaviour • 8002-8005 Special Topics • 8202 Advanced Managerial Accounting • 8203 Management Science • 8210 Labour Relations • 9001-9019 Special Topics (excluding 9005, 9013) • 9005 International Marketing • 9013 Collective Agreement Administration and Arbitration • 9020 International Human Resource Management • 9021 Data Management • 9022 Information Systems Analysis and Design • 9023-9050 Special Topics (excluding 9030, 9032, 9033, 9034, 9040) 	<ul style="list-style-type: none"> • 9306 Global Strategy • 9308 New Venture Creation • 9309 Marketing Management • 9310 Management Science Applications • 9311 Seminar in Human Resource Management • 9312 Financial Management • 9314 Business and Taxation Law • 9315 Advanced Financial Accounting • 9316 Information Systems Management • 9317 Current Topics in Management • 9318 Marketing Communications Management • 9320 Investments and Portfolio Management
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<ul style="list-style-type: none">• 9030 International and Comparative Industrial Relations• 9032 Digital and Social Media Marketing• 9033 The International Business Environment• 9034 Strategic Risk Management• 9040 Business Sustainability• 9042 Branding with Social Media• 9103 Research in Management• 9301-9303 Research Project	<ul style="list-style-type: none">• 9322 Strategic Management of Technology and Innovation• 9323 Financial Forward, Futures, and Options Markets• 9324 Gender, Work and Organizations• 9326 International Finance• 9328 Change Management• 9329 Labour Law• Up to 6 credit hours in courses from other <u>non-business</u> graduate programs within the School of Graduate Studies, as approved by the Dean of Graduate Studies on the recommendation of the Faculty of Business Administration
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A selection of electives will be offered to meet the requirements of candidates as far as the resources of the Faculty of Business Administration will allow.

107.4 Business Administration – Section 11.1

Amend section 11.1 Qualifications for Admission of the new 2018-2019 Calendar (MBA-SEE program approved at the September 2017 Senate meeting) as follows:

“11.1 Qualifications for Admission

1. Admission is limited and competitive. To be eligible for consideration for admission to the MBA-SEE program, an applicant shall:

- a. normally hold at least a Bachelor's Degree, with a minimum 'B' standing, from an institution recognized by Senate;
- b. normally have two years of full-time work experience, or equivalent volunteer experience, deemed acceptable to the Faculty of Business Administration; and
- c. achieve a satisfactory total score on the Graduate Management Admission Test (GMAT), as well as an appropriate balance of verbal and quantitative GMAT score components or a satisfactory total score on the Graduate Record Examinations (GRE) General Test, as well as an appropriate balance of verbal and quantitative GRE score components. Specific information regarding GMAT test centres, dates, registration procedure and deadlines can be obtained by contacting the Graduate Management Admission Council at www.mba.com. Specific information regarding GRE test centres, dates, registration procedure and deadlines can be obtained at www.ets.org”

REGULAR AGENDA

108. Newfoundland and Labrador Resident Definition Calendar Entry and Newfoundland and Labrador Appeals Subcommittee Terms of Reference

The Newfoundland and Labrador Resident Definition calendar entry and Newfoundland and Labrador Appeals Subcommittee Terms of Reference were received for information.

“3.8 Appeal of Fees and Charges Regulations and Newfoundland and Labrador Resident Definition

3.8.1 Appeal of Fees and Charges Regulations

Appeal of Fees and Charges Regulations apply to **Undergraduate Students (other than Medical Students), 5.** only. It is intended to recognize and be sensitive to students who experience devastating, unforeseen and/or catastrophic events during the semester and therefore withdraw from a course or courses. Students are permitted to appeal for refund of tuition associated with dropped course(s) only, not for refund of incidental fees including, but not limited to, medical/dental coverage, MUNSU fees, recreation fees, etc.

3.8.1.1 Responsibilities in the Tuition Refund Appeals Process

The University has established financial regulations, procedures and deadlines through its governing bodies for the guidance of students. Students are expected to take into account their personal and academic circumstances, in order to meet university financial regulations, procedures, and to satisfy financial requirements and deadlines.

3.8.1.2 Students' Responsibilities in the Tuition Refund Appeals Process

It is incumbent upon students to:

- be aware of and adhere to all financial regulations, requirements and published deadlines, especially the refund schedule published in the University Diary;
- familiarize themselves with published tuition refund appeals procedures;
- submit tuition refund appeals and all supporting documentation no later than one month after the official release of grades for the semester of the dropped course(s); and
- provide appropriate authenticating materials.

Newfoundland and Labrador Resident Definition Calendar Entry and
Newfoundland and Labrador Appeals Subcommittee Terms of
Reference (cont'd)

3.8.1.3 The University's Responsibilities in the Tuition Refund Appeals Process

It is incumbent upon the University to:

- make available to students advice and guidance regarding options, deadlines, required documentation, and tuition refund appeal route by way of written notification, the University website, personal appointment or other forms of communication;
- direct students to the appropriate office for information on tuition refund appeals;
- attend to tuition refund appeals efficiently and ensure parties receive fair, consistent and ethical treatment;
- supply students with reasons for decisions to deny a tuition refund appeal; and
- maintain parties' right to confidentiality.

3.8.1.4 Guidelines for the Tuition Refund Appeals Process

1. Transparency should guide all steps of the tuition refund appeal process. In the case of an appeal, the parties should have access to all documents submitted.
2. The principles of fairness should be applied in appeal procedures and decisions.
3. Information submitted in support of an appeal will be kept confidential.

3.8.1.5 General Information and Procedures for Tuition Refund Appeals

1. A tuition refund appeal must be filed no later than one month after the official release of grades for the semester of the dropped course(s).
2. Any tuition refund appeal should be made in writing, by the student, clearly stating the basis for the appeal and should be directed to the Committee Coordinator, Tuition Refund Appeals Committee, c/o The Cashier's Office, Memorial University of Newfoundland, St. John's, NL A1C 5S7.
3. Successfully dropping a course academically does not guarantee that a tuition refund appeal will be successful. Academic difficulty in a course and/or missing a published refund deadline is not sufficient grounds for an appeal.
4. For assistance in the tuition refund appeals process, students are advised to consult with the Committee Coordinator.

Newfoundland and Labrador Resident Definition Calendar Entry and
Newfoundland and Labrador Appeals Subcommittee Terms of
Reference (cont'd)

5. In preparing an appeal a student may consult advisors or facilitators. Such advisors or facilitators may include a faculty advisor, staff advisor, a counselor, a representative from the Memorial University of Newfoundland Students' Union (MUNSU) or other individual who is willing to undertake the role of student advisor or facilitator.
6. The Tuition Refund Appeals Committee may decide to deny or uphold an appeal. If it upholds an appeal, the Committee may prorate the tuition refund depending upon the student's length of participation in the course(s) and other factors.
7. The decision of the Tuition Refund Appeals Committee is final.

**3.8.2 General Information and Procedures for Appeal of
Newfoundland and Labrador Resident Status**

Newfoundland and Labrador Resident Definition applies to all students except the following:

- Undergraduate (MD) and postgraduate students in the Faculty of Medicine
- Marine Diesel program (MI technical certificate) Industry Response program
- Bridge Watch program (MI technical certificate) Industry Response Program

3.8.2.1 General Information

The purpose of determining who is a Newfoundland and Labrador resident is to calculate tuition fees for students at Memorial University. It is assumed that everyone is a resident of some place and that the determination of whether a person is a Newfoundland and Labrador resident will be based on the specific facts in each situation. For the purposes of tuition determination, the definition of a resident of Newfoundland and Labrador is:

The applicant must be a citizen or permanent resident of Canada and must meet at least one of the following four criteria:

1. The applicant has attended a Newfoundland and Labrador high school within the two years prior to the semester for which admission is sought. This includes those students who are deemed to have met Newfoundland and Labrador high school requirements through other equivalent means (e.g. homeschooling).

Newfoundland and Labrador Resident Definition Calendar Entry
and Newfoundland and Labrador Appeals Subcommittee Terms of
Reference (cont'd)

2. At the time of general application to the University, the permanent home address for the applicant is located in Newfoundland and Labrador. Applicants may be required to provide evidence of permanent home address. See Note below.
3. The applicant is in receipt of a Newfoundland and Labrador student loan issued by NL Student Aid.
4. The applicant has lived in Newfoundland and Labrador for 12 consecutive months without undertaking full-time studies at a recognized post-secondary institution.

Note: Canadian applicants who have lived outside Newfoundland and Labrador for twelve consecutive months without undertaking fulltime studies at a recognized post-secondary institution will be considered a resident of the province where they resided at the time of application.

In the event that incomplete, false or misleading information is submitted, Memorial University reserves the right to retroactively reassess all tuition fees for each semester affected, revoke the status and take disciplinary action against the student according to the Memorial University Code.

3.8.2.2 Procedures

1. An appeal of the Newfoundland and Labrador Resident determination is intended to recognize and be sensitive to applicants who do not meet one of the criteria outlined in 3.8.2.1 but who can demonstrate they are a resident of Newfoundland and Labrador
2. A student's residency determination for the purposes of applying appropriate tuition fees will normally be made at the time the student first applies to Memorial and will remain in place until the student completes a degree or graduate diploma from Memorial. Should a student apply for a subsequent degree or graduate diploma at Memorial, the residency status will be reassessed.
3. Normally, the responsibility for making an appeal before the committee rests with the individual.
4. For assistance in the appeals process, it is advised to consult with the Office of the Registrar, by emailing registrar@mun.ca.
5. In the letter of appeal, the individual must clearly state:
 - a. Name,
 - b. Current address and telephone number,
 - c. Email address,

Newfoundland and Labrador Resident Definition Calendar Entry
and Newfoundland and Labrador Appeals Subcommittee Terms of
Reference (cont'd)

- d. Student ID applicable,
 - e. Grounds for the appeal.
 - 6. Any appeal of the Newfoundland and Labrador resident determination should be made in writing, by the student, clearly stating the basis for the appeal and should be directed to the Committee Coordinator, Tuition Refund Appeals Committee, c/o The Cashier's Office, Memorial University of Newfoundland, St. John's, NL A1C 5S7.
 - 7. A subcommittee of the Tuition Refunds Appeals Committee will hear Newfoundland and Labrador resident appeals for students who will attend all campuses of Memorial University. Chaired by the Associate Director of Financial and Administrative Services, the membership of the subcommittee will also include the University Registrar (or delegate), the Registrar (or delegate) from Grenfell Campus and the Registrar (or delegate) from the Marine Institute.
 - 8. When providing grounds for the appeal, an individual must provide independent evidence to corroborate statements made in the letter of appeal. Evidence may include, but is not limited to the following: Driver's License, Copy of Utility Bill/Invoice indicating permanent residence, Letter from Employer, etc.
 - 9. Unless the individual bringing the appeal requests otherwise, appeals are heard anonymously by the committee.
 - 10. An appeal of the Newfoundland and Labrador resident determination must be filed no later than the last day to add courses in the semester of first registration.”
109. Presentation by Catharyn Andersen, Special Advisor to the President on Aboriginal Affairs, on Indigenization Strategy

The President invited Catharyn Andersen, Special Advisor to the President on Aboriginal Affairs to give a slide presentation on Indigenization Strategy.

Ms. Andersen started off her presentation with the following land acknowledgement:

“We respectfully acknowledge the territory in which we gather as the ancestral homelands of the Beothuk, and the island of Newfoundland as the ancestral homelands of the Mi'kmaq and Beothuk. We would also like to recognize the Inuit of Nunatsiavut and NunatuKavut and the Innu of Nitassinan, and their ancestors, as the original people of Labrador. We strive for respectful partnerships with all the peoples of this province as we search for collective healing and true reconciliation and honour this beautiful land together.”

Presentation by Catharyn Andersen, Special Advisor to the President on
Aboriginal Affairs, on Indigenization Strategy (cont'd)

Ms. Andersen thanked everyone for the opportunity to speak at Senate and thanked those that have filled out the surveys.

Ms. Anderson began her PowerPoint presentation by reading the following quote by Duncan Campbell Scott, Deputy Minister of the Department of Indian Affairs, 1913-1932:

“The happiest future for the Indian race is absorption into the general population, and this is the object and policy of our government...Our objective is to continue until there is not a single Indian in Canada that has not been absorbed into the body politic and there is no Indian question, and no Indian Department.”

The University of Regina’s definition of Indigenization:

“The transformation of the existing academy by including Indigenous knowledges, voices, critiques, scholars, students and materials as well as the establishment of physical and epistemic spaces that facilitate the ethical stewardship of a plurality of Indigenous knowledges and practices so thoroughly as to constitute an essential element of the university. It is not limited to Indigenous people, but encompasses all students and faculty, for the benefit of our academic integrity and our social viability.”

Operationalization Plan

Step 1. Determining the Right Process for Memorial University January to May, 2018

- Kick-off meeting with President’s Advisory Committee on Aboriginal Affairs
- Electronic engagement with internal stakeholders
- In-person facilitated engagement with Indigenous communities, organizations and partners

Sept 2. Best Practices March to May, 2018

- Environmental scan of best practices across the country

Step 3. Preparing the Engagement Launch May 2018

- Summarize the results of electronic and in-person consultation
- Draft a short document to help launch the engagement

Presentation by Catharyn Andersen, Special Advisor to the President on Aboriginal Affairs, on Indigenization Strategy (cont'd)

Step 4. Engagement

May to December, 2018

- Academic deans, directors and key personnel (May-August)
- Indigenous communities and leaders (June-September)
- Students (September-October)
- Engagement report (November-December)

Step 5. Preparing and finalizing the Indigenization Strategy

January to August, 2019

- Drafting, consultation, approval process

Ms. Anderson noted that 590 employees provided feedback and provided the data collected.

The President thanked Ms. Anderson for her presentation.

A copy of the PowerPoint presentation is attached to the original of these minutes.

110. Budget Presentation

The President invited Mr. Kent Decker, Vice-President (Administration and Finance), and Dr. Noreen Golfman, Provost and Vice-President (Academic), to give an update on the Budget.

Mr. Decker gave a slide presentation on the Budget and Dr. Golfman gave an update and responded to questions and comments from Senators.

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

The President commented on the following:

- Budget planning – pension liability
- President of CFI spoke about more stable federal funding coming which will increase our need for local matching funds
- Thanked Catharyn Andersen for the Indigenization Strategy Presentation
- Space Planning meetings
- Ocean Superculture
- Infrastructure funding
- Post-secondary Education review

112. ADJOURNMENT

The meeting adjourned at 4:55 p.m.

CHAIRMAN

SECRETARY