

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
SENATE

The regular meeting of Senate was held on May 14, 2019, at 4:00 p.m. in the Lecture Theatre in the Physical Education Building, Room 2001.

65. PRESENT

The President, Dr. N. Bose, Mr. G. Blackwood, Dr. J. Keshen (via videoconferencing), Dr. M. Abrahams, Dr. S. Bugden, Dr. I. Dostaler, Dr. A. Gaudine, Dr. T. Hennessey (via videoconferencing), Dr. M. Hunter (for Deputy Minister), Dr. R. Klein, Dr. G. Naterer, Mr. T. Nault, Dr. M. Piercey-Normore (via videoconferencing), Dr. L. Robinson (via videoconferencing), Dr. L. Rohr, Dr. J. Simpson, Dr. A. Surprenant, Dr. I. Sutherland, Ms. A. Ambi, Dr. E. Bezzina (via videoconferencing), Mr. P. Brett, Professor A. Fisher, Dr. I. Fleming, Dr. G. George, Dr. E. Haven, Dr. J. Hawboldt, Dr. R. Haynes, Mr. D. Howse, Dr. E. Kendall, Dr. K. Korneski, Dr. B. LeFrancois (via videoconferencing), Dr. S. MacDonald, Dr. S. McConnell, Dr. W. Okshevsky, Dr. K. Parsons, Dr. D. Peters, Ms. H. Pretty, Ms. H. Skanes, Dr. K. Snelgrove, Dr. J. Westcott, Dr. R. Whitaker, Ms. S. Khalil, Mr. B. Greeley, Ms. K. McLaughlin, Ms. J. Medon.

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

Dr. Shannon Sullivan

The President welcomed all Senators to this meeting of Senate.

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.

Welcome:

New Graduate Students' Union Representative

Sarah Khalil (Executive Director of External Affairs)

**New Memorial University of Newfoundland Students' Union
Representatives**

Ms. Katherine McLaughlin (Executive Director of Advocacy)
Mr. Liam O'Neill (Director of External Affairs)
Ms. Jil Medon (Director of Finance)

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.

66. APOLOGIES FOR ABSENCE

Apologies were received from Dr. N. Golfman, Ms. S. Cleyle, Dr. M. Steele, Dr. G. Watson, D. T. Adey, Dr. J. Leibel, Dr. S. Matthews, Dr. M. Woods, Mr. L. O'Neill.

67. MINUTES

It was moved by Dr. W. Okshevsky, seconded by Professor A. Fisher and carried that the Minutes of the regular meeting held on February 12, 2019, and April 9, 2019, be taken as read and confirmed.

68. REPORT OF THE SENATE COMMITTEE ON HONORARY DEGREES AND CEREMONIAL

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

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

68.1 Re-Appointment of University Marshal

Mr. Bert Riggs' term as University Marshal expired on December 31, 2018. Mr. Riggs is seeking re-appointment and the Committee on Honorary Degrees and Ceremonial has unanimously agreed to recommend to Senate that Mr. Riggs be re-appointed as University Marshal for a period of three years commencing January 1, 2019, and expiring on January 1, 2022.

Following consideration, it was agreed that in accordance with Section V.D.4. of the Handbook of Senate By-Laws and Procedures, Mr. Riggs be re-appointed as University Marshal for a period of three years commencing January 1, 2019, and expiring on January 1, 2022.

68.2 Re-Appointment of Deputy Public Orator

Dr. Annette Staveley's term as Deputy Public Orator expired on May 8, 2017. Dr. Staveley has indicated that she wishes to be considered for another term and in view of her exemplary service and performance in the role, the Committee on Honorary Degrees and Ceremonial has unanimously agreed to recommend to Senate that Dr. Staveley be invited to continue as Deputy Public Orator for a seventh five-year term commencing immediately and expiring on May 8, 2022.

Following consideration, it was agreed that Dr. Staveley continue as Deputy Public Orator for a seventh five-year term commencing immediately and expiring on May 8, 2022.

68.3 Honorary Degree Nomination

The name of one candidate recommended by the Committee on Honorary Degrees and Ceremonial was presented to the Senate for awarding of a doctoral degree *honoris causa*. Members were given the opportunity to discuss the merit of the candidate before voting. Upon voting by a show of hands, the candidate was approved by at least a two-thirds majority vote.

68.4 Professor Emeritus Nominations

The names of thirteen candidates recommended by the Committee on Honorary Degrees and Ceremonial were presented to the Senate for award of the title of Professor Emeritus for eventual consideration by the Board of Regents. Members were given the opportunity to discuss the merits of each of the candidates before voting. Upon voting by a show of hands, each candidate was approved by at least a two-thirds majority vote.

CONSENT AGENDA

It was moved by Dr. G. George, seconded by Dr. A. Surprenant and carried that the consent agenda, comprising the items listed in 69-71 below, be approved as follows.

69. Report of the Senate Committee on Undergraduate Studies

69.1 Revisions to the Student Medical Certificate, Including Associate Calendar Changes

Page 36, 2018-2019 Calendar, under the heading 4.1 Admission/Readmission Information, amend Regulation 9 as follows:

“Applicants may be required to provide medical evidence of their fitness to pursue university studies. [This should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](http://www.mun.ca/regoff/forms.php)”

Revisions to the Student Medical Certificate, Including Associate Calendar Changes (cont'd)

Page 47, 2018-2019 Calendar, under the heading 6.5.7.2 Withdrawing from the University Without Academic Prejudice, amend the fifth bullet as follows:

“Students who withdraw from the University for medical reasons for one or more semesters may not be permitted to re-enter unless they can provide medical evidence, satisfactory to the [Registrar in consultation with the Head of the appropriate academic unit](#) ~~Director of Student Health Service~~, of fitness to pursue studies. [This should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](#)”

Page 49, 2018-2019 Calendar, under the heading 6.7.5 Exemptions from Parts of the Evaluation, amend the first bullet of Regulation 3 as follows:

“For illness or medical conditions, medical documentation from a health professional is required. ~~Students should provide the health professional with a copy of the Student Medical Certificate.~~ [This should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](#)”

Page 50, 2018-2019 Calendar, under the heading 6.8.2 Exemptions From Final Examinations and Procedures for Applying to Write Deferred Final Examinations, amend the first bullet of Regulations 4 and 7 as follows:

“For illness or medical conditions, medical documentation from a health professional is required. ~~Students should provide the health professional with a copy of the Student Medical Certificate.~~ [This should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](#)”

Page 54, 2018-2019 Calendar, under the heading 6.11.3 Ineligibility for Readmission, amend the last bullet of Regulation 4 as follows:

“supporting documentation. [Medical documentation should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](#)”

Page 60, 2018-2019 Calendar, under the heading 6.15.4 Information Required in Letters of Appeal, amend Regulation 5 as follows:

“In cases where an appeal is based on health issues, the student must produce an original certificate from a health professional ~~in the form of a note or letter.~~ [This should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](#) ~~Such a certificate~~

Revisions to the Student Medical Certificate, Including Associate Calendar Changes (cont'd)

~~must be sufficiently specific to allow appropriate consideration of the student's case. The certificate must also clearly state that, in the opinion of the health professional, the problem was serious enough to have interfered with the student's work.~~ A student should refer to the section below, **Information Required in Certificates from Health Professionals**, for more complete information.”

Page 61, 2018-2019 Calendar, under the heading 6.15.6 Information Required in Certificates from Health Professionals, amend Regulation 1 as follows:

“A student who requests permission to drop courses; to withdraw from University studies; to have examinations deferred or to obtain other waivers of University, departmental or course regulations based on health issues is required by the University to provide, in support of the request, a certificate from a health professional in the form of a note or letter. While not compulsory, this should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php. If a note or letter is provided other than in the form of the Student Health Certificate, the submission must be on letterhead. Such certificates must be sufficiently specific to allow a proper consideration of a student's case. The University requires that all such certificates ~~must be on letterhead~~, must be signed by the health professional, must confirm the specific dates on which the student visited the health professional and should include details on the following:

- the degree to which the health issue (or treatment, in the case of medication, for example) is likely to have affected the student's ability to study, attend classes, or sit examinations;
- the length of time over which the student's abilities were likely hampered by the condition (e.g., recurring and severe back pain over a two-month period would likely have a more adverse effect on studies than a single episode of back pain requiring bed rest for a week);
- the fitness of the student to resume studies (it is in the student's best interest not to return to studies prematurely).”

Page 134, 2018-2019 Calendar, under the heading 9 Waiver of Faculty Regulations, amend Regulation 2 as follows:

“All requests must be submitted to the Office of the Associate Dean (Undergraduate Studies) for submission to the appropriate Committee of the Faculty. Students must submit their request in writing. Medical and/or other documentation to substantiate the request must be provided. Medical

Revisions to the Student Medical Certificate, Including Associate Calendar Changes (cont'd)

[documentation should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](http://www.mun.ca/regoff/forms.php)”

Page 152, 2018-2019 Calendar, under the heading 7.1 General Information, amend the second bullet as follows:

“Students requesting a waiver of a Marine Institute regulation must submit their request in writing to the head of the program who will forward a recommendation to the Chair of the Committee on Undergraduate Studies of the Marine Institute. Medical and/or other documentation to substantiate the request must be provided. [Medical documentation should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](http://www.mun.ca/regoff/forms.php)”

Page 242, 2018-2019 Calendar, under the heading 9.1 General Information, amend the third bullet as follows:

“Students requesting a waiver of a School regulation, other than requests for waiver of a prerequisite or co-requisite of a School course, must submit their request in writing to the Chair of the Committee on Undergraduate Studies on the prescribed form which is available from the School's general office. Medical and/or other documentation to substantiate the request must be provided. [Medical documentation should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](http://www.mun.ca/regoff/forms.php)”

Page 254, 2018-2019 Calendar, under the heading 4.2 Registration and Withdrawal, amend Regulation 2.a. as follows:

“Requests are reviewed by an academic advisor in the Office of the Dean and require approval by an associate dean. A student who is prevented from completing the semester by illness may be required to provide an appropriately completed Student [Health Certificate, available at www.mun.ca/regoff/forms.php.](http://www.mun.ca/regoff/forms.php)”

Page 284, 2018-2019 Calendar, under the heading 9.4 Other Regulations, amend the fifth bullet of Regulation 4 as follows:

“that medical documentation from a health professional must be sufficiently specific to allow proper consideration of the request. [Medical documentation should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](http://www.mun.ca/regoff/forms.php) For further details, refer to UNIVERSITY REGULATIONS - Information Required in Certificates from Health Professionals.”

Revisions to the Student Medical Certificate, Including Associate Calendar Changes (cont'd)

Page 408, 2018-2019 Calendar, under the heading 10 Waiver of School Regulations, amend Regulation 3 as follows:

“All other requests for waiver of a School regulation must be submitted in writing to the Chair of the Committee on Undergraduate Studies of the School for consideration. Medical and/or other documentation to substantiate the request must be provided. [Medical documentation should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](http://www.mun.ca/regoff/forms.php)”

Page 424, 2018-2019 Calendar, under the heading 9 Waiver of School of Regulations, amend Regulation 2 as follows:

“All requests for a waiver of a School regulation must be submitted in writing to the Chair of the Committee on Undergraduate Studies of the School for consideration by the committee. Medical and/or other documentation to substantiate the request must be provided. [Medical documentation should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](http://www.mun.ca/regoff/forms.php)”

Page 439, 2018-2019 Calendar, under the heading 10.1 General Information, amend Regulation 2 as follows:

“All requests must be submitted to the Committee on Undergraduate Studies of the School of Pharmacy for consideration. A student requesting a waiver of a School regulation must submit the request in writing to the Chair of the Committee on Undergraduate Studies of the School of Pharmacy. Medical and/or other documentation to substantiate the request must be provided. [Medical documentation should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](http://www.mun.ca/regoff/forms.php)”

Page 536, 2018-2019 Calendar, under the heading 9.1 General Information, amend Regulation 2 as follows:

“A student requesting a waiver of a School regulation must submit the request in writing to the Chair of the Committee on Undergraduate Studies. Medical and/or other documentation to substantiate the request must be provided. [Medical documentation should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php.](http://www.mun.ca/regoff/forms.php)”

Page 556, 2018-2019 Calendar, under the heading 4.6.4 Appeals to the School of Graduate Studies, amend Regulation 5 as follows:

Revisions to the Student Medical Certificate, Including Associate Calendar Changes (cont'd)

“In cases where an appeal is based on health issues, the student must provide an original certificate from a health professional ~~in the form of a note or letter~~. This should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php. ~~Such a certificate must be sufficiently specific to allow appropriate consideration of the student's case. The certificate must also clearly state that, in the opinion of the health professional, the problem was serious enough to have interfered with the student's work.~~ A student should refer to the policy respecting **Information Required for Certificates from Health Professionals** for more complete information.”

Page 556, 2018-2019 Calendar, under the heading 4.6.5 Appeals to the Senate Committee on Academic Appeals, amend Regulation 9 as follows:

“In cases where an appeal is made on health issues, the student must provide an original certificate from a health professional ~~in the form of a note or a letter~~. This should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php. ~~Such a certificate must be sufficiently specific to allow appropriate consideration of the student's case. The certificate must also clearly state that, in the opinion of the health professional, the problem was serious enough to have interfered with the student's work.~~ A student should refer to the policy respecting **Information Required for Certificates from Health Professionals** for more complete information.”

Page 557, 2018-2019 Calendar, under the heading 4.6.6 Information Required for Certificates from Health Professionals, amend Regulation 1 as follows:

“A student who requests permission to drop courses; to withdraw from University studies; to have examinations deferred or to obtain other waivers of University, departmental, or course regulations based on health issues is required by the University to provide, in support of the request, a certificate from a health professional in the form of a note or letter. While not compulsory, this should normally be in the form of the Student Health Certificate, available at www.mun.ca/regoff/forms.php. If a note or letter is provided other than in the form of the Student Health Certificate, the submission must be on letterhead. Such certificates must be sufficiently specific to allow a proper consideration of a student's case. The University requires that all such certificates ~~must be on letterhead~~, must be signed by the health professional, must confirm the specific dates on which the student visited the health professional, and should include details on the following:

Revisions to the Student Medical Certificate, Including Associate Calendar Changes (cont'd)

- the degree to which the health issue (or treatment, in the case of medication, for example) is likely to have affected the student's ability to study, attend classes, sit examinations, or continue with research;
- the length of time over which the student's abilities were likely hampered by the condition (e.g., recurring and severe back pain over a two-month period would likely have a more adverse effect on studies than a single episode of back pain requiring bed rest for a week); and
- the fitness of the student to resume studies (it is in the student's best interest not to return to studies prematurely).”

69.2 School of Arts and Social Science

Page 209, 2018-2019 Calendar, under the heading 13.10.4 Modern Literature, add the following new course:

“2240 Forbidden Books is a study of texts that have been banned or prohibited for their allegedly offensive or subversive content.
PR: English 1000 and one of English 1001, 1110
(Abbreviated Course Title: Forbidden Books)”

Page 171, 2018-2019 Calendar, under the heading 7.2.1 Bachelor of Arts with Major in English Language and Literature, amend Table 1 as follows:

Table 1

Required Courses	Elective Courses
<ul style="list-style-type: none"> • Courses as outlined under Grenfell Campus Core Program Requirements, Breadth of Knowledge Requirement, Literacy Requirement, and Quantitative Reasoning and Analysis Requirement • English 1000 and 1001 or equivalent • English 2005, 2006, 2007, 3205 or 3206, 3395, 4105 	<ul style="list-style-type: none"> • A minor comprised of 8 courses, 24 credit hours chosen from Table 19 Minor Programs Offered by the School of Arts and Social Science, or from Table 5 Minor Program Offered by the School of Fine Arts, or from Table 12 Minor Programs Offered by the School of Science and the Environment. As an alternative to a Minor, a second Major may be completed.
<p>18 credit hours in one of the following concentrations. Within each concentration, there must be a minimum of 6 credit hours at the 3000 level and 6 credit hours at the 4000 level.</p> <ul style="list-style-type: none"> • Canadian Literature Concentration 	<p>Elective courses to make up the total of 120 credit hours, other than those required for the Grenfell Campus Core Program Requirement and Major/Minor requirements, may be chosen according to the following guidelines:</p>

<ul style="list-style-type: none">• English 2146, 4950 and 12 credit hours in Canadian Literature from the following selection: English 2155, 2156, 2905, 3145, 3147, 3148, 3149, 4307, 4825-35.• Dramatic Literature Concentration• English 2350, 2351, 4950 and 9 credit hours in Dramatic Literature from the following selection: English 3021, 3171, 3181, 3205 or 3206 (whichever course has not been used to fulfil the requirements of the English Core), 3275, 4302, 4305, 4307, 4308, 4316, 4317, 4836-44.• Modern Literature Concentration• English 3215, 3216, 4950 and 9 credit hours in Modern Literature from the following selection: English 2215, 2240, 2242, 2243, 2244, 2705, 2805, 2870, 2905, 3275, 3810, 3905, 4245, 4246, 4302, 4305, 4308, 4861-4870, 4905.• Combined Concentration• A total of 18 credit hours from English Concentration Courses which must include:<ul style="list-style-type: none">• At least 6 credit hours from one of three concentrations (Canadian, Dramatic, Modern) as specified below and an English 4950 project within the area chosen:• Canadian Literature: 2146 and at least 3 additional credit hours in this concentration or• Dramatic Literature: 2350 or 2351 and at least 3 additional credit hours in this concentration or• Modern Literature: 3215 or 3216 and at least 3 additional credit hours in this concentration.• At least 3 credit hours from each of the other two concentrations.	<ul style="list-style-type: none">• Any courses in arts, social science, science and fine arts and• Up to 15 credit hours in other subject areas.
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Page 203, 2018-2019 Calendar, under the heading 13.4.2 Business Electives Course Descriptions, regularize Business 4800 to Business 3750:

“3750 Management Information Systems examines planning, designing, and controlling information technology in a business environment. This

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course will be taught from both conceptual and practical perspectives. Topics include: types of systems; system security; enterprise resource planning; and database, spreadsheet and social media applications.

CR: Business 3700 or the former BUSN 4800

PR: 60 credit hours

Abbreviated Course Title: MIS”

Page 176, 2018-2019 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 3800-3850	BUSN 4800 4801-4850	Economics 3080
BUSN 2500	BUSN 4020	BUSN 5020	Economics 3150
BUSN 3060	BUSN 4030	BUSN 5030	Economics 3160
BUSN 3100	BUSN 4060	BUSN 5040	Economics 3550
BUSN 3110	BUSN 4080	BUSN 5050	Economics 4550
BUSN 3120	BUSN 4120	Computer Science 1600	Environment and Sustainability 3001
BUSN 3220	BUSN 4130	Computer Science 1700	Environment and Sustainability 4201
BUSN 3230	BUSN 4210	Economics 2550	Mathematics 2090
BUSN 3240	BUSN 4230	Economics 3000	Political Science 2200
BUSN 3320	BUSN 4310	Economics 3001	Political Science 2600
BUSN 3510	BUSN 4510	Economics 3010	Political Science 2800
BUSN 3610	BUSN 4610	Economics 3011	Political Science 3351 or the former 3550
BUSN 3620	BUSN 4660	Economics 3030	Political Science 3631 or the former 3731
<u>BUSN 3750</u>	BUSN 5010	Economics 3085	Sociology 2120

Page 203, 2018-2019 Calendar, under the heading 13.4.2 Business Electives Course Descriptions, amend the section as follows:

“13.4.2 Business Electives Course Descriptions

4800 ~~4801~~-4850 Special Topics is a range of special topics courses in Business.

PR: successful completion of at least 90 credit hours is normally required”

School of Arts and Social Science (cont'd)

Page 202, 2018-2019 Calendar, under the heading 13.4.1 Core Program Course Descriptions, amend the section as follows:

“3500 Financial Management I introduces the concepts of financial management in Canadian capital markets. Focus will be on financial analysis and forecasting; working capital management; time value of money; and financing options.

CR: Business 4500, the former Business 4110

PR: BUSN 2100, Economics 1010 (or the former 2010), and Statistics 2500 or equivalent

4010 Strategic Management teaches students how to analyze and evaluate an organization’s corporate strategies from the perspective of the CEO. This capstone course integrates and synthesizes knowledge acquired in the program and applies skills developed in all functional areas of business. Students work to identify, diagnose and recommend appropriate action for challenges faced in various types of business organizations. Conceptual frameworks, analytical tools and critical thinking are emphasized.

CO: BUSN 4040

CR: Business 4050, Business 7000

PR: BUSN 2110 or Business 2101, BUSN 2250 or Business 2210, BUSN 2300 or Business 3310, BUSN 3010 or Business 5301, BUSN 3030 or Business 4000, BUSN 3300 or Business 4320, BUSN 3500 or Business 4500, and BUSN 4040 or Business 5302”

Page 203, 2018-2019 Calendar, under the heading 13.4.2 Business Electives Course Descriptions, amend the section as follows:

“4060 Managing Non-Profit Organizations explores the management of non-profit organizations in Canada. Students will learn what distinguishes the non-profit sector from traditional descriptions of business and government, with particular emphasis given to organizational structure, funding, and culture. Topics considered may include organizational strategy and governance, managing paid and non-paid human resources, fundraising and financial management, marketing and communications, and accountability.

PR: BUSN 2110 or Business 2101, BUSN 2250 or Business 2210, BUSN 2300 or Business 3310, and BUSN 3300 or Business 4320, ~~and BUSN 3500 or Business 4500~~

4070 Strategy Implementation and Change Management and Implementation examines the current thinking and research regarding the strategic management of change. Change in a variety of organization settings will be introduced and analyzed with respect to identifying barriers to change, using change agents, creating learning environments,

School of Arts and Social Science (cont'd)

implementing, and evaluating. The course will focus on methods of implementation, the creation of a culture for change, and the role of leaders in these processes.

PR: BUSN 4010, or Business 4050, ~~or~~ and Business 7000

Abbreviated Course Title: Strategy and Change”

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

70.1 Earth Sciences

Page 644, 2018-2019 Calendar, under the heading 25.11.2 Courses, amend the section as follows:

“25.11.2 Courses

A selection of courses will be offered to meet the requirements of candidates as far as the resources of the Department will allow.

• **Overview Courses**

- 7000 Graduate Internship in Earth Sciences
- 7110 Physics of the Solid Earth
- 7120 Crustal Geophysics
- 7300 Changes in Global Paleoenvironment
- 7400 Tectonic Regimes
- 7410 Engineering and Environmental Geology
- 7500 Chemical Fluxes in the Earth
- 7810 Paleoecology (*same as the former 6810. credit may be obtained for only one of 7810 or 6810*)

• **General Courses**

- 6070 Quantitative Techniques in Mineralogy and Metamorphic Petrology
- 6105 Advanced Field Course in Applied Geophysics (may be offered in accelerated format)
- 6141 Rotation of the Earth
- 6142 Theory of Global Geodynamics
- 6152 Paleomagnetism
- 6171 Advanced Exploration Seismology
- 6172 Borehole Seismic
- 6175 Gravity and Magnetic Methods
- 6177 Mathematical Formulations of Seismic Wave Phenomena
- 6210 Genesis of Mineral Deposits
- 6320 Marine Geology
- 6400 Flow and Transport in Fractured Rock
- 6410 Advanced Engineering and Environmental Geology
- 6420 Deformation Mechanisms

Earth Sciences (cont'd)

- 6500 Stable Isotope Geochemistry
- 6510 Trace Element Geochemistry
- 6520 Methods in Advanced Research in Geochemistry
- 6540 Radiogenic Isotope Geochemistry
- 6550 Biogeochemistry
- 6600 Petroleum Geology
- 6740 Modern and Ancient Sedimentary Environments
- 6750 Sequence Stratigraphy
- 6801 Palaeobiology of Early Animal Life
- 6820 Palynology and Paleobotany
- 6900-6999 Special Topics in Earth Sciences”

Page 677, 2018-2019 Calendar, under the heading 34.8.2 Courses, amend the section as follows:

“34.8.2 Courses

A selection of courses will be offered to meet the requirements of candidates as far as the resources of the Department will allow.

• **Overview Courses**

- 7000 Graduate Internship in Earth Sciences
- 7110 Physics of the Solid Earth
- 7120 Crustal Geophysics
- 7300 Changes in Global Paleoenvironment
- 7400 Tectonic Regimes
- 7410 Engineering and Environmental Geology
- 7500 Chemical Fluxes in the Earth
- 7810 Paleocology (*same as former 6810, credit may be obtained for only one of 7810 or 6810*)

• **General Courses**

- 6070 Quantitative Techniques in Mineralogy and Metamorphic Petrology
- 6105 Advanced Field Course in Applied Geophysics (may be offered in accelerated format)
- 6141 Rotation of the Earth
- 6142 Theory of Global Geodynamics
- 6152 Paleomagnetism
- 6171 Advanced Exploration Seismology
- 6172 Borehole Seismic
- 6175 Gravity and Magnetic Methods
- 6177 Mathematical Formulations of Seismic Wave Phenomena
- 6210 Genesis of Mineral Deposits
- 6320 Marine Geology
- 6400 Flow and Transport in Fractured Rock

Earth Sciences (cont'd)

- 6410 Advanced Engineering and Environmental Geology
- 6420 Deformation Mechanisms
- 6500 Stable Isotope Geochemistry
- 6510 Trace Element Geochemistry
- 6520 Methods in Advanced Research in Geochemistry
- 6540 Radiogenic Isotope Geochemistry
- 6550 Biogeochemistry
- 6600 Petroleum Geology
- 6740 Modern and Ancient Sedimentary Environments
- 6750 Sequence Stratigraphy
- 6801 Palaeobiology of Early Animal Life
- 6820 Palynology and Paleobotany
- 6900-6999 Special Topics in Earth Sciences

70.2 Medicine

Page 635, 2018-2019 Calendar, under the heading 24.1 Qualifications for Admission, amend the section as follows:

“24.1 Qualifications for Admission

Admission to the Master of Public Health is limited and competitive. The regulations and procedures for admission are as given under the **General Regulations** of the School of Graduate Studies governing Master’s degrees. ***Students are expected to have successfully completed at least one introductory university-level statistics course.*** In addition, to be considered for admission to the Nutrition and Dietetics specialization applicants must have successfully completed an undergraduate dietetics program ***equivalent to one which has been accredited through the Canadian national process overseen by Dietitians of Canada as indicated at www.dietitians.ca.the Partnership for Dietetic Education and Practice.***”

70.3 Nursing

Page 629, 2018-2019 Calendar, under the heading 21.2 Qualifications for Admission, amend the section as follows:

“21.2 Qualifications for Admission

6. In addition to requirements 1. and 4., applicants seeking admission to the Graduate Diploma in Nursing (Post Master’s Nurse Practitioner) program must have completed a Master's Degree (minimum ‘B’ standing) in Nursing or an equivalent degree with a nursing focus, a graduate level statistics course (minimum ‘B’ standing), a graduate level ~~nursing~~ **nursing** research ~~theories~~ **theories** course (minimum ‘B’ standing), **a graduate level nursing**

Nursing (cont'd)

theories course (minimum “B” standing), a Bachelor’s degree (minimum ‘B’ standing) in Nursing, and have two years of clinical nursing experience preferably in their chosen specialty area.”

70.4 Engineering

Page 615, 2018-2019 Calendar, under the heading 14.13.2 Core Courses, amend the section as follows:

“14.13.2 Core Courses

- 9002 Ocean Engineering Structures
- 9015 Ocean Engineering Hydrodynamics
- 9110 Advanced Petroleum Production Engineering
- 9113 Phase Behaviour of Petroleum Reservoir Fluids
- 9114 Advanced Reservoir Engineering
- 9115 Safety and Risk Engineering
- 9118 Advanced Drilling Engineering
- 9121 Advanced Safety, Risk and Reliability Modeling
- 9211 Experimental Methods
- 9310 Advanced Reactor Analysis and Bioreactors
- 9320 Advanced Separation Processes
- 9330 Abnormal Situation Management and On-line Monitoring
- 9340 Material Degradation in Process Facilities
- 9411 Probabilistic Methods in Engineering
- 9420 Engineering Analysis
- 9496 Modeling and Simulation of Dynamic Systems
- 9501 Finite Element Analysis with Engineering Applications
- 9505 Structural Dynamics and Vibrations
- 9516 Similitude, Modelling and Experimental Data Analysis
- 9520 Solid and Structural Mechanics
- 9550 Fatigue, Fracture and Corrosion
- 9609 Environmental Risk Assessment
- 9627 Environmental Systems Engineering
- **9723 Soil Properties and Behaviour (formerly 9720)**
- 9816 Antenna Theory
- 9821 Digital Signal Processing
- 9826 Advanced Control Systems
- 9827 Continuous and Discrete-Event Systems
- 9834 Advanced Power Electronics
- 9847 Computer and Control Methods in Power Systems
- 9853 Energy Economics and Policy
- 9854 Fundamentals of Energy Systems
- 9855 Energy and the Environment
- 9856 Electrical Power Systems
- 9857 Instrumentation and Control of Energy Systems
- 9858 Advanced Power Systems

Engineering (cont'd)

- 9861 High-Performance Computer Architecture
- 9865 Advanced Digital Systems
- 9867 Advanced Computing Concepts for Engineering
- 9871 Information Theory and Coding
- 9874 Software Design and Specification
- 9876 Advanced Data Networks
- 990A MESE Project Course
- 990B Continuation of MESE Project Course
- 9901 Fundamentals of Fluid Dynamics
- 9902 Advanced Transport Phenomena
- 9909 Advanced Thermodynamics
- 9940 Advanced Robotics
- 9977 Computational Fluid Dynamics”

Page 615, 2018-2019 Calendar, under the heading 14.13.3 Courses, amend the section as follows:

“14.13.3 Other Courses

- 9022 Marine Geotechnical Engineering
- 9052 Ice Properties and Mechanics
- 9080/99 Special Topics in Ocean Engineering (excluding 9096)
- 9096 Marine and Offshore Ice Engineering
- 9111 Well Testing
- 9112 Multiphase Flow
- 9116 Reliability Engineering
- 9117 Offshore Petroleum Geology and Technology
- 9119 Compact Process Equipment Design
- 9120 Advanced Natural Gas Engineering
- 9150-59 Special Topics in Oil and Gas Engineering
- 9200 Industrial Internship
- 9210 Advanced Engineering Materials
- 9390/94 Special Topics in Engineering Management
- 9440 Optimization Principles in Engineering
- 9495/99 Special Topics in Engineering Analysis (excluding 9496)
- 9540/49 Special Topics in Mechanics, Structures and Materials
- 9560 Applied Remote Sensing
- 9601 Environmental Pollution and Mitigation (*cross-listed as Environmental Science 6004*)
- 9603 Environmental Sampling and Pollutant Analysis (*cross-listed as Environmental Science 6005*)
- 9605 Water and Wastewater Treatment
- 9610/15 Special Topics in Environmental Engineering and Applied Science
- 9621 Soil Remediation Engineering
- 9622 Environmental Statistics
- 9625 Environmental Impacts of Offshore Oil and Gas Operations

Engineering (cont'd)

- 9626 Environmental Management System
- 9628 Environmental Laboratory
- 9629 Environmental Policy and Regulations
- 9630 Pollution Prevention
- 9713 Stochastic Hydrology
- ~~9723 Soil Properties and Behaviour (formerly 9720)~~
- 9750 Advanced Topics in Analysis and Design of Reinforced Concrete (*formerly 9701*)
- 9755 Advanced Topics in Precast and Prestressed Concrete (*formerly 9702*)
- 9760/64 Special Topics in Geotechnical Engineering
- 9790 Subsea Pipeline Engineering
- 9791/99 Special Topics in Civil Engineering
- 9802/05 (excluding 9804) Special Topics in Computer Engineering
- 9804 Industrial Machine Vision
- 9806/09 Special Topics in Communications Engineering
- 9815 Electromagnetic Propagation
- 9822 Nonlinear Digital Image Processing and Analysis
- 9825 Random Signals (*formerly 9830*)
- 9835 Advanced Electric Machines
- 9841 Thermal Power Plants
- 9843 Solar Engineering
- 9845 Energy Storage
- 9848 Power System Stability (*formerly 9812*)
- 9849 Power System Protection
- 9850/53 Special Topics in Power Systems and Controls
- 9862 Power System Protection
- 9863 Grid Integration of Energy Systems
- 9868 ASIC Design
- 9869 Advanced Concurrent Programming
- 9872 Digital Communications9866 Fault-Tolerant Computing (*formerly 9846*)
- 9873 Image Communications
- 9875 Embedded and Real-Time Systems Design
- 9877 Computer and Communications Security
- 9878 Wireless and Mobile Communications
- 9879 Formal Specification and Development
- 9880/83 Special Topics in Computer Engineering
- 9884/87 Special Topics in Signal Processing
- 9888/91 Special Topics in Communications Engineering
- 9892/95 Special Topics in Power Systems and Controls
- 9896 Renewable Energy Systems
- 9897/99 Special Topics in Applied Electromagnetics
- 9910 Advanced Manufacturing
- 9920 Advanced Concepts in Mechanical Design
- 9925 Theory and Design of Mechanical Components and Structures

Engineering (cont'd)

- 9971 Nonlinear and Random Vibrations Analysis
 - 9975/99 (excluding 9977 and 9979) Special Topics in Mechanical Engineering
 - 9979 Fluid Structure Interactions
 - 9985 Advanced Heat Transfer
 - 9987 Interfacial and Phase Change Phenomena
- * Courses likely to be offered annually on a regular basis. Other courses will be offered if required in a student's program and dependent upon Faculty resources.”

70.5 English Language Requirements

Page 552, 2018-2019 Calendar, under the heading 4.1.7 English Language Requirements Subsequent to Admission, amend the section as follows:

~~“1. Students who have been admitted under English Proficiency Requirements, Clauses 4.9. above, will be required to take an English language placement test on arrival at Memorial University of Newfoundland. On the basis of the test results, Upon consultation with the appropriate academic unit, Sstudents may be required to complete successfully a course of language study designed to bring their English skills, in any or all of listening, speaking, reading, and writing, to a level required for graduate studies. Academic units may recommend additional language study to the Dean at any point in the program. Additionally, admitted graduate students will be able to self-select for and request additional language study by contacting their academic unit. A final assessment of the students' proficiency in these areas will normally be made no later than the end of the third semester following their first registration in the School of Graduate Studies. As a result of this assessment, and in consultation with the student's academic unit and the Department of English, there may be a recommendation for termination of the student's program.~~

~~1.2. The course of language study available to graduate students will draw from select courses in Memorial's Intensive Bridge Program, including critical analysis and discussion, reading and critical response, and writing for university courses. The timing of courses taken by graduate students requiring further language study will be based on availability of spaces at any given semester.~~

~~2.3. Notwithstanding Additional Requirements above, if a student's Department is not satisfied with the student's ability to communicate in English, then the student may be required to complete successfully the relevant component(s) of the course of study referred to in Additional Requirements. The Department will be required to take this action within three semesters of the student's admission to a graduate program. At the end of this period the Department may recommend, but not require this procedure.”~~

70.6 Folklore

Page 582, 2018-2019 Calendar, under the heading 8.12 Folklore, amend the section as follows:

“Associate Professor and Head of the Department

• ~~C. Thorne~~ H. Everett

The Degree of Master of Arts in Folklore is offered by part-time and full-time study. The program normally requires extensive fieldwork research in Newfoundland ~~and/or the Maritimes~~.

Integral to the teaching of the Department of Folklore is work of the Memorial University of Newfoundland Folklore and Language Archive.

8.12.1 Program of Study

1. Applicants may be admitted to the graduate program if they have an average of at least grade 'B' in no fewer than 36 credit hours in Folklore or in any other discipline in the Humanities or Social Sciences.
2. The M.A. program will normally be completed within six consecutive semesters (i.e., a two-year period). The Degree of Master of Arts in Folklore may be taken by course work and comprehensive examination, course work and thesis, or course work and co-operative education work terms. All options are available to full-time and part-time students. However, the work term component of option C cannot be completed on a part-time basis.

M.A. With Public and Applied Folklore Co-operative Education Work Terms:

- i. Students choosing to do the M.A. with Public and Applied Folklore Co-operative Education option must normally complete a minimum of 24 credit hours plus two co-operative education work terms. Normally the required courses are:
 - 6010, 6020, and 6030, normally taken as ~~in~~ an integrated foundation in the Fall semester.
 - 6740 or 6800 and at least one additional course selected from the following: 6551, 6740, 6760, 6790, 6800.
 - At least one of the following: 6060, 6100, 6120, 6130, 6200, 6210, 6220, 6250, 6260, 6360, 6720.
 - At least one of the following: 6070, 6300, 6310, 6350, 6370, 6400, 6410, 6420, 6430.
 - Three additional credit hours to be selected from courses in the groups listed above or from the other courses offered by the Department.
 - 601W and 602W.
- ii. The dates for starting and finishing each work term are shown in the **University Diary**.[TM1]

Folklore (cont'd)

- iii. ~~A competition for work term employment [TM2] is organized by Co-operative Education in cooperation with the Department of Folklore. The Co-op component of the program is managed by the Academic Staff Members in Co-operative Education for the Faculty of Humanities and Social Sciences (ASMs-CE). It is the student's responsibility to seek and obtain a work term. Work terms cannot be guaranteed by the University although every effort will be made to assist students in their job searches. Students may also obtain their own work term jobs outside the competition. Such jobs must be confirmed by letter from the employer and approved by the Head of Folklore and Co-operative Education on or before the first day of the work term. Work term jobs may be outside St. John's and possibly outside Newfoundland and Labrador. Work term jobs may be outside St. John's and possibly outside Newfoundland and Labrador. Work term jobs identified by students must be confirmed in writing by the employer and approved by the ASM-CE on or before the first day of the work term. Students who do not wish to accept a work term job arranged by Co-operative Education shall be responsible for finding an alternative acceptable to the Head of Folklore and Co-operative Education. By entering the competition, students give permission for Co-operative Education to supply their Memorial University of Newfoundland transcripts to potential employers.[TM3]~~
- iv. ~~Each work term placement will be supervised by the candidate's program Supervisor, the on-site Supervisor assigned by the employer, and Co-operative Education. [TM4]The overall evaluation of the work term is the responsibility of the program Supervisor, on-site Supervisor, and Co-operative Education. The work term evaluation shall consist of two components:~~
- ~~• On the job Student Performance as evaluated by the on-site Supervisor and Co-operative Education, in consultation with the program Supervisor.~~
 - ~~• A Work Report graded by the program Supervisor in consultation with the on-site Supervisor.~~
- iv. ~~A student who is unable to secure a work term may apply for a change to the thesis or comprehensive examination program option.~~
- v. ~~[TM5]Evaluation of the work term will result in the assignment of one of the following final grades:~~
- ~~• *Pass with Distinction:* Indicates EXCELLENT PERFORMANCE in both the work report and work performance.~~

Folklore (cont'd)

- Pass: Indicates that PERFORMANCE MEETS EXPECTATIONS in both the work report and work performance.
- Fail: Indicates FAILING PERFORMANCE in the work report and/or the work performance.

~~[TM6]If a student fails to achieve a final grade of *Pass* or *Pass with Distinction*, and provided the student has not failed to achieve a grade of 'B' or better in any program course, the student may request to repeat the work term component. The request will be considered by the Department Head in consultation with the program Supervisor and must include a proposal for a new work term placement. Only one work term repeat will be permitted in the student's program[TM7]. Alternatively, the student may apply for a change of route to the thesis or comprehensive examination program option. By entering the program, students give permission for ASM-CEs to supply their resumes and transcripts to potential employers.~~

- vi. Work terms are co-evaluated by a faculty member in the department of Folklore and by the ASM-CE.
- vii. The work term evaluation shall consist of two components:
 - On-the-job Student Performance as evaluated by ASM-CE with feedback from the student's on-site supervisor
 - One or more reports graded by the student's program supervisor in consultation with the ASM-CE.
- viii. Evaluation of the work term will result in the assignment of one of the following final grades:
 - *Pass with Distinction:* Indicates OUTSTANDING PERFORMANCE in both the work report(s) and work performance.
 - *Pass:* Indicates that PERFORMANCE MEETS EXPECTATIONS in both the work report(s) and work performance.
 - *Fail:* Indicates FAILING PERFORMANCE in the work report(s) and/or the work performance.

~~If a student fails to achieve a final grade of *Pass* or *Pass with Distinction*, and provided the student has not failed to achieve a grade of 'B' or better in any program course, the student may apply for a change of route to the thesis or comprehensive examination program option.~~

- ix. A student is not permitted to drop a work term without prior approval of the Department and the ASMs-CE. A student who drops a work term without permission, or who fails to honour an agreement to work with an employer, will be assigned a grade of FAL (fail) for that work term.

Folklore (cont'd)

A student who conducts him or herself in such a manner as to cause termination from the job, will normally be assigned a grade of FAL (fail) for that work term.”

71. Senate Committee on Elections and Committees

71.1 Name for Membership on Senate Standing Committee

The Committee on Senate Elections and Committees approved the following membership on the following Senate Standing Committee for a term of office commencing expiring April 30, 2019:

Committee on Academic Appeals

Sana Jamil (GSU student representative)

71.2 Report of the Senate Committee on Elections and Committees: Senate Elections

The Committee on Senate Elections and Committees declared the election/re-election of the following people to the Senate for a term of office commencing September 1, 2019, and expiring August 31, 2022:

<u>CONSTITUENCY</u>	<u>NAME</u>
EDUCATION	Dr. Gerald Galway Dr. Mary Stordy
GRENFELL CAMPUS - FINE ARTS	1 vacancy
GRENFELL CAMPUS - SCIENCE AND ENVIRONMENT	Dr. Svetiana Barkanova Dr. Morteza Haghiri
HUMAN KINETICS AND RECREATION	Dr. David Behm Dr. Kevin Power
HUMANITIES AND SOCIAL SCIENCES	Dr. Jennifer Lokash Dr. Seamus O’Neill
LIBRARY	Mr. Danial Duda
MARINE INSTITUTE	Mr. Paul Brett Mr. Cyr Couturier Mr. Ed Durnford
MEDICINE	1 vacancy

Report of the Senate Committee on Elections and Committees: Senate Elections (cont'd)

MUSIC	1 vacancy
SCIENCE	Dr. Steven Carr Dr. Graham Cox Dr. Erika Merschrod 1 vacancy

In the ten constituencies where vacancies existed, the first call resulted in six nominations. An extension of the deadline resulted in seven additional nominations. A second extension of the deadline resulted in two more additional nominations. While fifteen of the nineteen seats have now been filled, four vacancies remain as noted above. The Committee on Senate Elections and Committees recommends that these vacancies stand until there is a call for a by-election from eligible voters or until the next cycle of Senate elections whichever occurs earlier.

71.3 Names for Membership on Senate Standing Committees (Information Only)

The Committee on Elections and Committees approved the following membership on Senate Standing Committees for a term commencing September 1, 2019, and expiring August 31, 2022:

Academic Unit Planning Committee

Charlene Walsh (Marine Institute)

Committee on Academic Appeals

Lakshman Galagedara (Grenfell Campus)

John Hawboldt (Pharmacy)

Rebecca Milley (Grenfell Campus)

Martin Mulligan (Biochemistry)

Bert Riggs (English)

Linda Rohr (Human Kinetics and Recreation)

Christina Thorpe (Psychology)

Committee on Research

Robert Bailey (Grenfell Campus)

Bing Chen (Engineering)

Emmanuel Haven (Business)

Chris Kozak (Chemistry)

Roza Tchoukaleyska (Grenfell Campus)

Names for Membership on Senate Standing Committees (Information Only) (cont'd)

Committee on Undergraduate Scholarships, Bursaries and Awards

Stephen Decker (Grenfell Campus)
Francesca Kerton (Chemistry)
Telex Ngatched (Grenfell Campus)
Kathryn Simonsen (Classics)

Committee on Undergraduate Studies

Peggy Coady (Business)
Katherine Gallagher (Business-Retired)

University Planning and Budget Committee

Andrew Fisher (Engineering)
Hamid Usefi (Mathematics & Statistics)

ad hoc Committees

Wendy Rodgers (QEII Library)

There were four nominations received for the Committee on Research that were not approved as the required number of up to 15 academic staff members was reached.

The following seats are vacant on Senate Standing Committees:

Academic Unit Planning Committee	1
Committee on Elections and Committees	1
Committee on Undergraduate Studies	2

REGULAR AGENDA

72. Senate Committee on Undergraduate Studies and Academic Council of the School of Graduate Studies

72.1 Academic Accommodations Delivered Through the Blundon Centre

A memorandum dated March 12, 2019, was received from the Chairs, Senate Committee on Undergraduate Studies and Academic Council of the School of Graduate Studies, regarding academic Accommodations delivered through the Blundon Centre.

As a result of a letter, dated July 5, 2018, to the University President from Dr. Robin Whitaker, President, MUNFA, the Senate Committee on Undergraduate Studies, in co-operation with the Academic Council of the School of Graduate Studies, had been asked to consider issues related to the revised procedures for instructors who are teaching students requiring academic accommodations delivered through the Blundon Centre.

Academic Accommodations Delivered Through the Blundon Centre
(cont'd)

The Committees have consulted with relevant stakeholders and considered the relevant issues.

As a result, they have submitted a joint report for the information of the University's Senate.

On July 5, 2018 a letter was sent to the Chair of Senate from the President of the Memorial University of Newfoundland Faculty Association (MUNFA). The letter outlined concerns with revised procedures for the submission by faculty members of tests, exams and other evaluative instruments to the Glenn Roy Blundon Centre for Students with Disabilities. These procedures — which required both physical and electronic submissions, in addition to the completion of a new form for each student — were introduced during the Spring 2018 semester, but MUNFA questioned whether consultation with the University community and consideration by Senate should have taken place first.

The Executive Committee of Senate discussed the letter from MUNFA on August 30, 2018. In the first instance, it was agreed that the letter should be referred to the Senate Committee on Undergraduate Studies (SCUGS) and the Academic Council of the School of Graduate Studies (SGS) for consideration, with a joint report to be submitted to Senate. Dr. Shannon Sullivan, Chair of SCUGS, and Dr. Danine Farquharson, Associate Dean of SGS, met on September 11, 2018 to coordinate the two committees' approach to the consideration of the MUNFA letter. It was agreed that each committee would carry out an initial discussion of the letter and the issues it raised, after which a representative of the Blundon Centre would be invited to participate in a meeting of each committee. On October 20, 2018 Dr. Farquharson informed Dr. Sullivan that SGS sought feedback from its constituency and provided time during its Academic Council meetings for discussion, but no feedback on the MUNFA letter was forthcoming. Nonetheless, SGS and the Blundon Centre (in consultation with MUNFA) have since agreed on Guidelines for Graduate Student Accommodations (unanimously approved by SGS Academic Council in February 2019). As such, it was agreed that the Blundon Centre would be invited to send a representative only to a meeting of SCUGS; that committee would then prepare the initial draft of any resulting recommendations, which would subsequently be reviewed by SGS.

As such, Ms. Catherine Shortall, Education Accessibility Specialist with the Blundon Centre, attended the December 20, 2018 meeting of SCUGS. She provided a presentation — similar to one which had been given to several faculty/school academic councils earlier in the year — which outlined a brief history of the Blundon Centre, the tremendous growth in demand on its services, and the rationale behind the revised procedures

Academic Accommodations Delivered Through the Blundon Centre
(cont'd)

introduced in Spring 2018. A lengthy discussion followed the presentation, and SCUgS extends its appreciation to Ms. Shortall for a frank and fulsome interaction.

In response to the directive from the Executive Committee of Senate, SCUgS offers the following observations and recommendations:

1. Although the MUNFA letter did not detail the “concerns about the pedagogical and workload implications” voiced by MUNFA members in relation to the revised procedures, several SCUgS members were aware of — or themselves harboured — such apprehensions. These included concerns about the onerous and repetitive nature of the forms, especially in classes with many students seeking academic accommodation; about the suitability of the procedures for non-traditional forms of evaluation; and about the arguably prolonged lead time required for submission of materials.

It became clear during the conversation with Ms. Shortall that, although correspondence from the Blundon Centre to academic units may have given the impression of inflexibility regarding the new procedures, the Centre is willing to work with academic units and individual instructors to modify the procedures as the situation demands. Ms. Shortall identified several instances in which this had already taken place to the satisfaction of all parties. It was also noted that there may have been instances in which information from the Blundon Centre about the changes in procedure was not distributed from deans to members of faculty, or in which this did not take place in a timely manner. There was acknowledgment that the overall level of communication to faculty members may have been insufficient.

Recommendation #1: The University should continue to improve its dissemination of information from deans to faculty members. Additionally, the Blundon Centre should avail of University communications personnel to develop appropriate strategies for clear, accurate and timely correspondence with faculty members, academic units and students regarding changes to the administration of academic accommodations.

2. In recent years, the Blundon Centre has implemented a Web-based platform called Clockwork to facilitate electronic interactions, such as e-mail notifications and the submission of tests/exams as PDF files. During the discussion, concerns were raised about Clockwork’s limitations; most notably, it was felt that the lack of ability to customise certain features (such the phrasing of certain system-generated notifications) may have contributed to the frustration experienced by some faculty members. It was

Academic Accommodations Delivered Through the Blundon Centre
(cont'd)

noted that the Blundon Centre is continuing to work on ways to address Clockwork's limitations, and encourages users to bring forward any challenges or issues they encounter.

Recommendation #2: The options for student test scheduling and data management software are limited. Understanding this, the Blundon Centre should undertake a formal survey of Clockwork users in order to obtain more comprehensive data on user experiences, identify and address common issues, and determine needed improvements.

3. The Blundon Centre is not the only administrative unit whose remit has substantial implications for faculty members and academic units; the Office of the Registrar is another prominent example. Despite not being mandated to do so, the Office of the Registrar has regularly engaged in collegial consultation with the University community when revising its policies and procedures. Likewise, non-academic units have been consulted on changes to academic regulations initiated by SCUgS when it was felt that those changes were related to, or might impact upon, the responsibilities and functions of the non-academic units. For example, the Blundon Centre itself was consulted on recent changes to Calendar regulations related to student medical documentation.

It was noted that an email outlining the proposed changes and the resulting impacts to institutional processes was forwarded to Deans/Associate Deans with an invitation to provide feedback. Additionally, the Blundon Centre engaged in a series of presentations to various faculty/school academic councils to introduce the revised procedures. However, not all units received such a presentation, and others did so only after the revised procedures were implemented due to the common practice of academic councils forgoing scheduled meetings during the spring/summer months. Furthermore, concerns were raised as to whether the presentations for these particular process changes were truly consultative or merely informative.

Recommendation #3: To the extent that is reasonable given the size of its staff complement, the Blundon Centre should be encouraged to continue to consult with appropriate academic and non-academic units (including students) when revising policies and procedures that impact the work of those units.

Finally, SCUgS recognises the important role that the Blundon Centre plays in supporting student success. Ms. Shortall's presentation made plain the Centre's continued resource-based limitations, and the committee notes that Recommendation #s 1, 2 and 3 above have further implications in this regard. SCUgS believes that the University must continue to review the

Academic Accommodations Delivered Through the Blundon Centre
(cont'd)

allocation of resources and supports to the Blundon Centre, as well as to other units which provide or support academic accommodations (including at Grenfell Campus and online), to ensure that these services are sufficiently resourced in order to continue to meet the needs of students, faculty and staff.

It was moved by Dr. W. Okshevsky, seconded by Dr. A. Surprenant, and carried that this report be accepted.

73. Awarding Degrees and Diplomas – Proposal to Amend Graduation and Convocation Protocols

A proposal regarding Awarding Degrees and Diplomas – Proposal to Amend Graduation and Convocation Protocols was received from the Committee on Honorary Degrees and Ceremonial.

Under Memorial University's current protocol, degrees and other academic credentials are awarded twice per year during regular Convocations held each spring and fall. The waiting period between the completion of graduation requirements and the awarding of credentials results in many requests from students to receive these earlier. In addition, many students who are eligible will defer their requests to graduate so that they or their family members can attend their Convocation.

A proposal to introduce an annual "in absentia" Convocation in February of each year was considered by Senate at its April 2011 meeting. Following discussion by Senators, the proposal was deemed to be a notice of motion and the Committee on Honorary Degrees and Ceremonial was asked to return with a revised proposal that considered the feedback provided during that meeting.

Having revisited this item, the Committee on Honorary Degrees and Ceremonial proposes the following for Senate approval:

1. Permit the awarding of undergraduate and graduate degrees, diplomas, and certificates at three scheduled times per year, rather than two as is currently the case.
2. Introduce an in-absentia Convocation to occur in February each year during which all eligible graduates who completed their academic programs by the end of the preceding Fall semester may be approved. It is envisioned that this Convocation will occur during, or coincide with, a Senate meeting and would begin in February 2020 for students who complete their programs as of the end of the Fall 2019 semester or earlier.

Awarding Degrees and Diplomas – Proposal to Amend Graduation and Convocation Protocols (cont'd)

3. Approve the following with respect to parchments, transcripts, and convocation attendance for graduates:
 - **Winter semester (April) completion**
 - Permit graduating students to attend either the upcoming Spring or Fall Convocation ceremonies.
 - Issue parchments during Spring Convocation and continue with current practice to release parchments for in-absentia graduates starting the following week.
 - Reflect the related Spring Convocation date as the date of the award on the student's transcript.
 - **Spring semester (August) completion**
 - Permit graduating students to attend either the upcoming Fall or Spring Convocation ceremonies.
 - Issue parchments during Fall Convocation and continue with current practice to release parchments for in-absentia graduates starting the following week.
 - Reflect the related Fall Convocation date as the date of the award on the student's transcript.
 - **Fall semester (December) completion**
 - Permit graduating students to attend either the upcoming Spring or Fall Convocation ceremonies.
 - Schedule these parchments for distribution during Spring Convocation and handle those not distributed as they are for students who complete their programs at the end of the Winter semester.
 - Permit February graduates to request early release of parchments.
 - Reflect the February meeting during which graduates are approved as awarded date on students' transcripts.
4. Introduce related Calendar changes as outlined in this proposal's first attachment.

It is expected that this change, while significant, will benefit graduating students tremendously. And based on the experience of other institutions that have a similar protocol in place, it is expected to have a minimal impact on the attendance of graduates and their families at Convocation ceremonies.

It was moved by Mr. T. Nault, seconded by Dr. M. Abrahams, and carried that this report be adopted.

73.1 Senate Committee on Undergraduate Studies – Revisions to Section 6.13 Graduation

It was moved by Dr. G. George, seconded by Professor A. Fisher, and carried to approve the following calendar change.

Page 58, 2018-2019 Calendar, under the heading 6.13 Graduation, immediately above 6.13.1 Application for Graduation – Degrees, Diplomas and Certificates, insert a new paragraph as follows:

“6.13 Graduation

Memorial University of Newfoundland confers undergraduate and graduate degrees, diplomas, and certificates three times per year. Regular Convocation ceremonies are held each Spring and Fall to confer degrees upon eligible graduates who completed their programs by the end of the preceding Winter and Spring semesters, respectively. An in-absentia Convocation occurs each Winter to confer degrees, diplomas, and certificates upon eligible graduates who completed their programs by the end of the preceding Fall semester.

Students who are fulfilling, or have fulfilled, all academic requirements for their programs are strongly encouraged to apply to graduate by the deadline date noted in the University Diary. The "Application to Graduate" is available within Memorial Self Service which can be accessed at www.mun.ca. For more information concerning graduation, visit the Office of the Registrar’s website at www.mun.ca/regoff/graduation.”

73.2 Academic Council of the School of Graduate Studies – Revisions to Section 4.11 Graduation Procedure

It was moved by Dr. A. Surprenant, seconded by Dr. M. Abrahams, and carried to approve the following calendar change.

Page 562, 2018-2019 Calendar, under the heading 4.11 Graduation Procedure, amend the section as follows:

“4.11 Graduation Procedure

Memorial University of Newfoundland confers undergraduate and graduate degrees, diplomas, and certificates three times per year. Regular Convocation ceremonies are held each Spring and Fall to confer degrees upon eligible graduates who completed their programs by the end of the preceding Winter and Spring semesters, respectively. An in-absentia Convocation occurs each Winter to confer degrees, diplomas, and certificates upon eligible graduates who completed their programs by the end of the preceding Fall semester.

Academic Council of the School of Graduate Studies – Revisions to Section 6.13 Graduation (cont'd)

Students who are fulfilling, or have fulfilled, all academic requirements (including final submission of a graduate thesis, where applicable) for their programs are strongly encouraged to apply to graduate by the deadline date noted in the University Diary. The “Application to Graduate” is available within Memorial Self Service which can be accessed at www.mun.ca. Related procedures for Graduate students are provided online at www.mun.ca/sgs/current/graduation.php. For more information concerning graduation, visit the Office of the Registrar’s website at www.mun.ca/regoff/graduation.

~~Candidates expecting to graduate at any particular Convocation must apply on line on the prescribed "Application for Graduation" form to the Office of the Registrar at least by the time of the submission of the Thesis, Project Report, or Internship Report required by their program, or, if applicable, by the date of the final comprehensive examination. This form may be obtained online at the Memorial Self Service at www3.mun.ca/admit/twbkwbis.P_WWWLogin. Additional information is available from the Office of the Registrar at www.mun.ca/regoff/graduation.”~~

74. Senate Committee on Elections and Committees

74.1 Names for Membership on the Senate Committee on Elections and Committees

A memorandum dated March 22, 2019, was received from the Chair, Senate Committee on Elections and Committees regarding names for membership on the Senate Committee on Elections and Committees for a term of office commencing September 1, 2019, and expiring on August 31, 2022.

It was moved by Dr. L. Rohr, seconded by Professor A. Fisher, and carried that the following people be elected to the Senate Committee on Elections and Committees.

Senate Committee on Elections and Committees

Glyn George (Engineering)
Bert Riggs (English)
Fred Smith (Retired)
Adrian Unc (Grenfell Campus)
Wendy Rodgers (QEII Library)

75. Update to Constitution and By-Laws, Faculty of Science

A proposal was received from the Faculty of Science proposing amendments to its Constitution and Bylaws which were approved by the Faculty Council of the Faculty of Science on January 16, 2019.

It was moved by Dr. M. Abrahams, seconded by Dr. R. Haynes, and carried that the proposed amendments to the Constitution and Bylaws of the Faculty of Science be approved for submission to the Board of Regents.

76. Professor Emeritus Nominations – Change to Senate By-Laws

A memorandum dated January 31, 2019, was received from the Chair, Senate Committee on Elections and Committees, regarding Professor Emeritus Nominations.

Mr. Nault noted that at a meeting held on November 23, 2016, the Committee on Honorary Degrees and Ceremonial agreed that the nominator for Professor Emeritus nominations prepare a statement that describes the candidate's accomplishments and provides a rationale for the award of Professor Emeritus. This statement cannot exceed one page and it will be used at Senate should the Senate Committee on Honorary Degrees and Ceremonial recommend the award. As well, this statement might later also be useful for publicity purposes. At that time, the request that the nominator provide a one-page statement was not included in the Professor Emeritus - Criteria, Procedures of the Handbook of Senate By-Laws and Procedures.

It is recommended that Clause V.B.4. be amended to read as follows:

“4. Suggestions for nominations including the rationale and the candidate's curriculum vitae should be forwarded to the Head, Director or Dean of the academic unit in which the nominee served. A one-page statement that describes the candidate's accomplishments and provides a rationale for the award of Professor Emeritus is to be included. This statement will be used at Senate should the Senate Committee on Honorary Degrees and Ceremonial recommend the award. The nominee's candidacy must be approved by the administrative Head of the academic unit. The Dean in the case of departmentalized units and the Vice-President (Academic) will add their recommendations to the nomination and forward it to the Committee on Honorary Degrees and Ceremonial. The Committee shall present to Senate only those nominations which it endorses. The Committee on Honorary Degrees and Ceremonial shall also receive nominations from any member of the University Community.”

It was moved by Dr. M. Abrahams, seconded by Mr. D. Howse, and carried that this amendment be approved.

77. Report on Online Senate Election Pilot

Mr. Nault, Chair, Committee on Elections and Committees, presented the Report on Online Senate Election Pilot.

At the February 2019 Senate meeting, Senate agreed to a proposal from the Senate Committee on Elections and Committees to pilot to online voting for the 2019-2020 Senate Elections. One condition of the pilot was that the Committee issue a report to Senate on the outcomes of the pilot.

The pilot for online elections for Senate used the institution’s survey tool, Qualtrics, to conduct the election. Eligible electors were emailed a unique link to access their ballot, reminders emails were sent to electors who had not voted seven days before the election closed and on the day the election closed. The software was configured so that all ballots cast were anonymous; it was possible to tell if an elector had voted but not who an elector had voted for. As this was a new voting process, the Dean of each constituency where an election was taking place, was asked to forward a memo to eligible electors to inform them of the new process.

One of the objectives of the online voting pilot was to increase voter turnout in the Senate Elections. Voter participation in constituencies where elections were conducted increased from 34.6% in the 2018-2019 elections to 52% in the 2019-2020 elections. The Marine Institute, the only constituency where elections were held in both 2018-2019 and 2019-2020, showed an increase in voter turnout of over 21%.

Another objective in conducting the pilot was to reduce the amount of staff time required to conduct elections and to reduce the environmental impact of the elections. In terms of staff time several hours were saved by both the Senate Office and Deans’ Offices in the distribution of ballots. It is estimated that approximately 175 pieces of paper were saved (typically two ballots were printed on a sheet of 8.5”x11” paper) and 700 envelopes were saved (each eligible elector would receive two envelopes).

During the election period four distinct irregularities were encountered but were determined by the Committee to not have a material impact on the results of the elections.

Concern	Resolution/Comment
Email to vote found in SPAM folder	Incident happened at the Marine Institute which uses different SPAM filters than the St. John’s campus. Further, individual settings within the email client can influence what is marked as SPAM

Three eligible electors inbox over quota	Electors were not able to vote. Memo that was distributed by Dean's Office gave instruction on who to contact if email to vote was not received
Retired elector received invitation to vote	Retired elector instructed not to vote. Points to challenges in maintaining accurate electors list by process listed in Senate Bylaws
Provided link not working	Technical issue. Elector was confirmed not to have voted, new unique link was sent to elector

Given the success of the pilot for online voting for Senate elections, the Committee on Elections and Committees recommends:

- The pilot online voting process be used for any by-elections conducted in the 2019-2020 Academic Year

It was moved by Dr. G. George, seconded by Professor A. Fisher, and carried to approve this recommendation.

- Changes to the Senate Bylaws be considered that will allow online voting to take place for all future Senate elections and by-elections

It was moved by Dr. G. George, seconded by Dr. I. Sutherland, and carried to approve this recommendation.

78. Chair's Report

78.1 Budget Update

The President gave an update on the Budget.

78.2 Physical Infrastructure

Dr. Kachanoski commented on the following:

- Deferred maintenance is still a big issue; it takes 24 million dollars per year to maintain the infrastructure at its current condition
- The University is considering how to use the old Science building, once Core Science building opens

78.3 Integrated Planning Committee (IPC) Report

The President noted that the Integrated Planning Committee (IPC) Report is available for information; the report informs the budget but is not, itself, the budget.

79. Motions related to the Presidential Search Committee

The President recused himself from the meeting and Dr. N. Bose chaired for the remainder of the meeting.

Motion 1:

Dr. K. Snelgrove presented Motion 1:

WHEREAS, The Memorial University Act specifies that a president shall be appointed by the board in consultation with the senate.

See: <https://www.assembly.nl.ca/legislation/sr/statutes/m07.htm#51>

RESOLVED, That during the period of the Presidential search, Senate requests that the Board of Regents update it regarding the progress of and plans for search activities.

It was moved by Dr. K. Snelgrove and seconded by Dr. R. Whitaker that Senate accept this recommendation.

It was noted that there is a typo in Motion 1: “confidentially” should be written as “confidentiality”.

Additionally, senators had the following concerns and questions:

- The motion suggests no specific times for the Board of Regents to update Senate; therefore, the motion as it stands is not useful. The Board of Regents could update the Senate after the majority of the work had been completed but still within the period of the Presidential search.
- What kind of updates are the proposers hoping to receive that are outside of the normal Presidential search process.
- These motions set a dangerous precedent: Motion 1 - contradicts the Memorial University Act; Motion 2 - the Act sets out only three bodies who should be involved with these procedures, but these motions to “open” the search indirectly allows more Government interaction with the risk of less University involvement; Motion 3 – undermines the confidentiality of potential candidates, which may politicize the process to the point that some candidates may decline from applying.

Mr. T. Nault then called for a Point of Order, reminding Senators that the current motion on the floor is only Motion 1. Senators should refrain from comments on Motions 2 and 3 until they have been duly moved and seconded.

Dr. K. Snelgrove then offered to amend Motion 1 by adding the word “regularly”, as in the Board of Regents *regularly* update Senate.

Motions related to the Presidential Search Committee (cont'd)

Senators debated where to add the word to the motion and whether or not the language of the Motion is strengthened enough by the addition of “regularly”.

It was then moved by Dr. R. Klein, seconded by Dr. A. Gaudine, and carried that the Motion would be tabled to allow time for the proposers to adjust the language.

Motion 2:

Dr. R. Whitaker presented Motion 2:

WHEREAS, Recent research regarding Presidential searches indicate increasing levels of confidentiality.

See: <https://www.chronicle.com/article/The-Role-of-Confidentiality-in/239935>

RESOLVED, That Senate recommends that the Board of Regents Presidential Search Committee adopt "open" search procedures where identities of short-listed candidates are presented to the University community for consideration and consultation.

It was moved by Dr. R. Whitaker and seconded by Dr. K. Snelgrove that Senate accept this recommendation.

The following comments were offered in relation to this Motion:

- There is no evidence that a closed search delivers better presidents.
- A closed search goes against the principles of collegiality.
- An open search process may restrict the size of the applicant pool.
- The norm across the country is for closed searches, even searches for Deans are beginning to follow the closed search process.
- Members of the Presidential Search Committee are elected, so the onus should be on academic units to elect trusted members.
- Members of marginalized or vulnerable communities, such as those people who identify with the LGBTQ+ community, may be less inclined to come forward if they knew the search process was an open one.
- The article given in relation to Motion 2 is an opinion piece with no reference to peer-reviewed source articles.
- Candidates for the position of President should be willing to take risks and must have the support of their potential constituency. That cannot happen unless the search is transparent and open.
- In addition to the proposers, one other Senator declared they were in favour of the Motion, as it implied a more collegial approach.

Motions related to the Presidential Search Committee (cont'd)

- The Senate's ability to direct the work of the Search Committee was called into question; however, it was noted that the motions specifically used the word "recommends" rather than *directs*.
- All across the country there are talks like this in various academic settings. This is a complicated issue. Are there ways to increase transparency and consultation without making this search "open"?

As quorum was no longer met, Dr. N. Bose called the meeting to a close.

80. ADJOURNMENT

The meeting adjourned at 5:40 p.m.

CHAIR

SECRETARY