

MEMORIAL UNIVERSITY OF NEWFOUNDLAND  
SENATE

The regular meeting of Senate was held on October 13, 2020, at 4:00 p.m. via Webex.

20. PRESENT

The President, Dr. M. Abrahams, Dr. N. Bose, Mr. G. Blackwood, Dr. J. Keshen, Ms. L. McGillis (for Ms. S. Cleyle), Dr. D. Hardy Cox, Dr. A. Surprenant, Dr. G. Watson, Dr. S. Bugden, Dr. A. Cunsolo, Dr. N. Daneshtalab, Dr. I Dostaler, Dr. T. Fridgen, Dr. A. Gaudine, Dr. K. Goodnough, Dr. H. Hair, Dr. K. Jacobsen, Mr. T. Nault, Dr. M. Piercey-Normore, Dr. L. Rohr, Dr. J. Simpson, Dr. M. Steele, Dr. I. Sutherland, Dr. T. Adey, Dr. T. Hennessey, Dr. D. Behm, Mr. P. Brett, Dr. G. Cox, Mr. D. Duda, Mr. E. Durnford, Mr. J. Etienne, Dr. S. Ganz, Dr. G. George, Dr. M. Haghiri, Dr. E. Haven, Dr. R. Haynes, Dr. E. Kendall, Dr. S. MacDonald, Dr. S. McConnell, Dr. E. Merschrod, Dr. S. O'Neill, Dr. K. Parsons, Dr. D. Peters, Mr. R. Power (for Ms. Ennis-Willaims), Dr. K. Power, Dr. C. Purchase, Ms. H. Skanes, Dr. K. Snelgrove, Ms. A. Ambi, Dr. M. Stordy, Dr. J. Westcott, Dr. R. Whitaker, Mr. A. Alhowaide, Mr. D. Dunphy, Ms. A. Follett, Ms. K. McLaughlin, Ms. J. Richards.

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

Shannon Sullivan

The President welcomed all Senators to this meeting of Senate.

21. APOLOGIES

Dr. G. Naterer, Dr. G. Galway, Dr. C. Schiller.

**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:**

Paul Ryan and Derek Howse, Marine Institute, for the Leadership Certificate proposal from the Marine Institute

The President noted that it would be appreciated if you please introduce yourself and your constituency when addressing Senate. Keep your microphone on mute unless you are speaking. If you wish to speak on an item, please use the comment feature in WebEx to identify that you wish to speak. The chat feature should only be used to request to speak on a motion. Please do not engage in debate or other discussion in the chat. For motions of substance, we will use the WebEx feature. You will have approximately 30 seconds to vote on each motion. Senators who are calling in will not be able to vote. In the event of a close vote, Senators on the phone will be asked to verbally vote by roll call.

22. MINUTES

It was moved by Dr. I Sutherland, seconded by Dr. K. Goodnough, and carried that the Minutes of the regular meeting held on September 8 and the special meeting held on September 29, 2020, be taken as read and confirmed.

23. Remarks from the Chair

The chair shared results of a Quick Poll conducted through Navigate, the poll showed that 88% of students are feeling overwhelmed and 56% of students said their semester is going either fairly or poorly. Students reported having trouble adjusting to remote learning and feel that reduction in the number of assessments and more interaction with one another would lessen the stress.

The chair suggested instructors should review their syllabi with an eye to flexibility. She stated that instructors should try to be empathetic to the student's situations.

The chair also noted the following:

- Attended premiers meeting: the government is looking for more technology training options: the Marine Institute's opening of the underwater exploration lab was a success and three premiers were in attendance.
- The search for the new Provost and Vice-President (Academic) is underway.
- Strategic planning consultations are taking place. The chair urged everyone to get involved.
- There have been discussions about the development of a Continuing Education arm of the University.
- With some support from the University, the Aquarena has now reopened.

Remarks from the Chair (cont'd)

- The Provincial Budget was released. There was a small decrease in our operating budget, but overall it seemed like a *status quo* budget.
- The Maclean's 2021 University ranking has been released. Memorial University has dropped from 8<sup>th</sup> to 9<sup>th</sup> place, with student satisfaction and availability of bursaries and scholarships having low rankings. These are areas on which we should work.

Dr. D. Behm asked that the President write a note to the University community about the survey and the need for flexibility and empathy.

Dr. E. Merschrod reiterated the need for sympathy and flexibility, stating also that though it is tough for students it is also hard on academic staff. Dr. Merschrod felt a similar survey should be conducted with all academic staff. It was confirmed that CITL has a survey for academic staff members ready to go, and it should have ISOC approval this week.

**CONSENT AGENDA**

It was moved by Dr. G. George, seconded by Dr. A. Surprenant, and carried that the consent agenda, be approved as follows.

24. Report of the Senate Committee on Undergraduate Studies

24.1 Faculty of Humanities and Social Sciences

Page 381, 2020-2021 Calendar, under the heading 16.15 History, add the following new course:

**“4805 Sensory Experience in History** examines the historically contingent nature of the senses and how the senses have mediated human experience. Topics will vary yearly, but the seminar will explore the relationship of the senses to the construction of human difference, to encounters, imperialism, urbanization, to conceptions of disorder and authority, and to the distribution of power and resources.

**ABBREVIATED COURSE TITLE:** Sensory Experience in History”

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

25.1 Computer Science

Page 708, 2020-2021 Calendar, under the heading 37.7.1 Program of Study, amend clause 2 as follows:

Computer Science (cont'd)

“2. Each student for the Ph.D. shall complete a program of graduate courses prescribed by the supervisory committee. ~~The normal minimum will be 9 credit hours.~~

The program of each student must consist of a minimum of 12 credit hours in graduate courses which will include 9 credit hours from Computer Science, and the other 3 credits will be one of:

- A course in Computer Science, or a related area, as established in the list of graduate electives.
- A course related to the student's area of research.

In addition to the 12 credits mentioned above, a student is strongly recommended to take Comp 690A/B, if the student has not previously taken this course (or an equivalent).

The supervisory committee may add more courses to the student's program of studies, if it deems this appropriate.”

Page 673, 2020-2021 Calendar, under the heading 27.10.2.1 Option 1 – Thesis Route, amend as follows:

**“27.10.2.1 Option 1 - Thesis Route**

1. Students are required to complete a minimum of 15 credit hours in graduate program courses, 9 of which must be in Computer Science (excluding COMP 601W and COMP 6999). Within this credit requirement, a student must take Comp 690A/B.”

Page 674, 2020-2021 Calendar, under the heading 27.10.2.2 Option 2 – Course/Project Route with Work Terms, amend the section as follows:

**“27.10.2.2 Option 2 - ~~Course/Project Route with Work Term~~ Route**

1. Students are required to complete a minimum of 24 credit hours in graduate program courses, of which at least 18 credit hours must be in Computer Science, whereas the remaining 6 should be related to computer science, and included in the list of elective courses maintained by the Graduate Studies Committee, or previously approved by the Graduate Studies Committee, or its Chair.
2. Within this credit requirement, a student must take the following courses:
  - COMP 6999 (Master's Project)
  - One course in Software Engineering (COMP 6905)
  - One course in Algorithms (COMP 6901 or COMP 6902)
3. Additionally students are required to complete one co-operative education work term (COMP 601W). The work term is a full-time, paid work experience with one employer and either a four or eight months in duration. The work term should start in the third semester of the program. The work term can be deferred to the fourth semester, but normally only in the event of an unsuccessful job search for the third semester.

### Computer Science (cont'd)

4. The dates for starting and finishing each work term are shown at [www.mun.ca/coop](http://www.mun.ca/coop).
5. Students must successfully complete at least 12 credit hours (four courses) prior to beginning their work term. Students must have at least one required course remaining after their work term.
6. Students will conduct job searches with an Academic Staff Member in Co-operative Education in cooperation with the Department of Computer Science. It is the student's responsibility to seek and obtain a work term placement and to communicate with all parties both within the University and beyond in a professional manner. Work term placements cannot be guaranteed by the Department of Computer Science or an Academic Staff Member in Co-operative Education, although every effort will be made to assist students in their job search. Work term placements obtained outside the job competition must be confirmed by letter from the employer and approved by the Head of Computer Science and by an Academic Staff Member in Co-operative Education on or before the first day of the work term. Work term placements may be outside Newfoundland and Labrador.
7. Each work term placement will be supervised by the student's program Supervisor, the on-site Supervisor assigned by the employer and the Academic Staff Member in Co-operative Education. The overall evaluation of the work term is the responsibility of the program Supervisor, on-site Supervisor and the Academic Staff Member in Co-operative Education. The work term shall consist of two components:
  - a. On-the-job Student Performance as evaluated by the on-site Supervisor and the Academic Staff Member in Co-operative Education, in consultation with the program Supervisor.
  - b. A Work Report graded by the program Supervisor in consultation with the on-site Supervisor.
8. Evaluation of the work term will result in the assignment of one of the following final grades:
  - a. Pass with Distinction: indicates outstanding performance in both the work report and work performance.
  - b. Pass: Indicates that PERFORMANCE MEETS EXPECTATIONS in both the work report and work performance.
  - c. Fail: Indicates FAILING PERFORMANCE in the work report and/or the work performance. If a failing grade is assigned, the student's Masters program will be terminated.
9. Prior to graduation and after successfully completing COMP 6999 (Master's Project), students are required to present a seminar on their projects."

### 25.2 Engineering

Page 645, 2020-2021 Calendar, under the heading 15.10 Graduate Diploma in Engineering, amend the section as follows:

#### **"15.10 Graduate Diploma in Engineering**

The Faculty of Engineering and Applied Science offers a course-based graduate diplomas in engineering to provide opportunities for engineers to obtain

Engineering (cont'd)

credentials or upgrade their training in various specialized areas of engineering. The programs ~~are~~ is available on a full-time or part-time basis.

**15.10.1 Qualifications for Admission**

Admission to the program is limited and competitive. To be eligible for consideration for admission, an applicant shall meet the requirements described under **General Regulations, Qualification for Admission**, or shall have qualifications and/or engineering experience that is acceptable to the Dean of Graduate Studies and to the Faculty of Engineering and Applied Science. To be eligible for consideration for admission, applicants will meet English proficiency requirements described under **General Regulations, English Proficiency Requirements**.

**15.10.2 Program of Study**

The graduate diploma program requires the completion of 15 credit hours consisting of three core and two elective courses.

**15.10.2.1 Communications Engineering**

Engineering 9871, 9872, and 9878; and two courses selected from Engineering 9806, 9821, 9825, 9876, 9877

~~**15.10.2.2 Safety and Risk Engineering**~~

~~Engineering 9115, 9121, and 9411; and two courses selected from Engineering 9116, 9516, 9609, 9622”~~

25.3 Ethnomusicology

Page 611, 2020-2021 Calendar, under the heading 9.11 Ethnomusicology, amend the section as follows:

**”9.11 Ethnomusicology**

**9.11.2 Program of Study**

The M.A. program will normally be completed within five consecutive semesters of full-time study. The degree is normally taken by completing course work and a major research paper. In special circumstances, a student may apply to complete the degree by completing course work and a thesis. Demonstration of competence in a language other than English may be required if warranted by the research proposed by the student.

Ethnomusicology (cont'd)

- **Course Work M.A.**
  - Students must normally complete a minimum of 24 credit hours plus a major research paper (Music 7002). Further courses beyond the minimum number may be required, depending on the background of the student. The required courses are:
    - Music 7001; Folklore 6030.
    - ~~One of Folklore 6100 or Music 6002.~~ Folklore 6100.
    - One area or genre studies course (3 credit hours) relevant to the research of the student.
    - Twelve credit hours to be selected from the Music and Folklore courses listed below (with the approval of the Interdisciplinary Advisory Committee); one elective (3 credit hours) may be a relevant course offered in another discipline (with the approval of the Interdisciplinary Advisory Committee).
    - Research paper (Music 7002) on a topic chosen by the student with the student's supervisor's approval. Proposals for topics and supervisors will be vetted by the Interdisciplinary Advisory Committee no later than the beginning of the third term of study. The paper will normally demonstrate the student's ability to apply methodologies and theoretical constructs, learned in the courses taken, to a specific repertory, or performance context.
- **Thesis M.A.** (available by special application to the Interdisciplinary Advisory Committee)
  - Students must normally complete a minimum of 21 credit hours plus a thesis. The required courses are:
    - Music 7001; Folklore 6030
    - ~~One of Folklore 6100 or Music 6002.~~ Folklore 6100
    - One area or genre studies course (3 credit hours) relevant to the research of the student.
    - Nine credit hours to be selected from the Music and Folklore courses listed below (with the approval of the Interdisciplinary Advisory Committee); one elective (3 credit hours) may be a relevant course offered in another discipline (with the approval of the Interdisciplinary Advisory Committee).
  - Thesis submitted in accordance with General Regulation **Theses and Reports** of the School of Graduate Studies. A thesis proposal, consisting of a statement of topic, working title, plan of research, and preliminary bibliography, with the name of the preferred Supervisor, shall be submitted by the student to the Interdisciplinary Advisory Committee no later than the beginning of the third term of study.”

Ethnomusicology (cont'd)

**“37.13 Ethnomusicology**

**37.13.2 Program of Study**

The Ph.D. program may be completed within twelve to fifteen consecutive semesters of full-time study, depending on fieldwork requirements. The Degree is normally taken by completing course work, comprehensive examinations, a language proficiency requirement, and a Ph.D. thesis, defended in accordance with General Regulation **Theses and Reports** of the School of Graduate Studies.

- Students must complete a minimum of 21 credit hours of course work. If required courses have been completed at the M.A. level, electives may be substituted (with approval of the Interdisciplinary Advisory Committee). The required courses are:
  - Music 8001; Folklore 6030; and Folklore 7100. Music 8001; Folklore 6030 or Folklore 6070 or other social theory course by approval of the IAC; and Folklore 7100.
  - Twelve credit hours of electives selected from courses listed below or from relevant courses offered in another discipline (with the approval of the Interdisciplinary Advisory Committee). Ph.D. students may take up to two courses (6 credit hours) in a cognate discipline.
  - Reading proficiency in one language other than English, relevant to the research area, demonstrated to the satisfaction of the Interdisciplinary Advisory Committee. The choice of language must be approved by the Interdisciplinary Advisory Committee. The language exam should normally be completed before the comprehensive exams.
  - Further courses beyond the minimum number may be required, depending on the background and needs of the student.
- Comprehensive examinations will be administered in a major area, minor area, and theoretical/interdisciplinary area; a component of the comprehensive examination will test audio-visual skills. Bibliographies and discographies for several focused topics will be developed by the student in consultation with the student's supervisory committee and will be the basis of examination questions. The written portion of the examination will be scheduled over a one-week period. The Comprehensive Examination Committee will normally schedule a consultation with the student to discuss the written essays within one month following the completion of the written examination. For further information see General Regulation **Comprehensive Examinations, Ph.D. Comprehensive Examination**.
- Students must complete a thesis, examined and defended in accordance with General Regulation **Theses and Reports** of the School of Graduate Studies. A thesis proposal, including a working title, statement of purpose and research scope, outline of theoretical and methodological approach, working plan, and preliminary bibliography, together with proposed membership of the supervisory committee, must be submitted to the Interdisciplinary Advisory Committee no later than the fifth semester of study. The thesis shall demonstrate the student's ability to carry out original



Ethnomusicology (cont'd)

and independent research, develop the necessary theoretical and methodological framework, and present the findings in a scholarly manner.”

25.4 Linguistics

Page 619, 2020-2021 Calendar, under the heading 9.17.2 Courses, amend the section as follows:

**“8.17.2 Courses**

A selection of the following graduate courses will be offered to meet the requirements of students, as far as the resources of the Department will allow. Full information is to be found in the Department's Graduate Handbook.

- 6050-54 Structure of a North American Aboriginal Language (*credit restriction: Except where an exemption is supplied by the Head of the Department, a student may not obtain credit for more than one course in the 6050-54 series. Students may not obtain credit for any of the previously offered 6010, 6011, 6020, 6021, 6030, 6031, 6040, 6041 in addition to a course in the 6050-54 series.*)
- 6055-59 Structure of an Uncommonly-Taught Language (*credit restriction: Except where an exemption is supplied by the Head of the Department, a student may not obtain credit for more than one course in the 6055-59 series.*)
- 6100 Issues in Morphosyntax (*credit may not be obtained for both Linguistics 6100 and the former 6001*)
- 6110 Selected Topics in Transformational Grammar
- 6115 Topics in the Syntax of a Selected Language (*prerequisite: 6001 or 6110*)
- 6150 Principles of Language Acquisition
- 6151 Selected Topics in Language Acquisition (*prerequisite: Permission of the instructor*)
- ~~6200~~ 6203 Phonological Theory (*credit may not be obtained for both 6203 and the former 6200*)
- ~~6201~~ 6204 Selected Topics in Phonology (*prerequisite: 6200 6203; credit may not be obtained for both 6204 and the former 6201*)
- 6210 Sociolinguistics (*credit restriction: a student may not obtain credit for both 6210 or the former 6211*)
- 6212 Selected Topics in Language and Gender
- 6220 Areal and Temporal Variations in Language
- 6300-9 Special Subjects
- ~~6350 General Romance Linguistics~~
- ~~6390 Franco-Canadian~~
- 6400 Comparative and Historical Linguistics
- ~~6401~~ Morphosyntactic Change (*prerequisite: 6400*)
- ~~6403~~ Etymology (*cross-listed as English 6403*)
- ~~6410~~ Comparative Structure of a Selected Language Family (*prerequisite: 6403 or the former 6011, 6031*)
- 6420 English Dialectology I

Linguistics (cont'd)

- 6421 English Dialectology II
- 6430 Selected Topics in Linguistic Variation (*prerequisite: 6220 or the former 6211*)
- 6500 Field Methods
- 6601 Modern Linguistic Theories
- 6700 Experimental Phonetics
- 6701 Selected Topics in Experimental Phonetics (*prerequisites: ~~6200~~ 6203, 6700*)
- 6800 Selected Topics in Morphology
- 6880 Selected Topics in Semantics
- 6999 M.A. Research Project
- 7000 Seminar in Research Methods
- 7001 Analytical Issues in Linguistics
- 7100 Topics in North American Native Languages (*prerequisites: a course from series 6050-6054 or the former 6011, 6031, 6041*)
- 7200 Advanced Topics in Syntax (*prerequisites: 6110, plus either 6001 or 6115*)
- 7400 Seminar in Comparative and Historical Linguistics (*prerequisite: 6400 or 6410*)
- 7430 Seminar in Linguistic Variation (*prerequisite: 6430*)
- 7800 Seminar in Morpho-semantics (*prerequisite: 6800*)
- 7900-03 Special Topics in Linguistics

**Note:**

*Appropriate equivalent credits may be given for courses taken at the Summer Institute of the Linguistic Society of America, or a similar institute. Students are encouraged to attend these institutes. They should, however, consult the Head of the Department as to what courses may be appropriate for credit.”*

Page 721, 2020-2021 Calendar, under the heading 37.22.2 Courses, amend the section as follows:

**“34.22.2 Courses**

A selection of the following graduate courses will be offered to meet the requirements of students, as far as the resources of the Department will allow. Full information is to be found in the Department's Graduate Brochure.

- 6050-54 Structure of a North American Aboriginal Language (*credit restriction: except where an exemption is supplied by the Head of the Department, a student may not obtain credit for more than one course in the 6050-54 series. Students may not obtain credit for any of the previously offered 6010, 6011, 6020, 6021, 6030, 6031, 6040, 6041 in addition to a course in the 6050-54 series.*)
- 6055-59 Structure of an Uncommonly-Taught Language (*credit restriction: Except where an exemption is supplied by the Head of the Department, a student may not obtain credit for more than one course in the 6055-59 series.*)
- 6100 Issues in Morphosyntax (*credit may not be obtained for both Linguistics 6100 and the former 6001*)

Linguistics (cont'd)

- 6110 Selected Topics in Transformational Grammar
- 6115 Topics in the Syntax of A Selected Language (*prerequisite: 6001 or 6110*)
- 6150 Principles of Language Acquisition
- 6151 Selected Topics in Language Acquisition (*prerequisite: Permission of the instructor*)
- ~~6200~~ 6203 Phonological Theory (*credit may not be obtained for both 6203 and the former 6200*)
- ~~6201~~ 6204 Selected Topics in Phonology (*prerequisite: 6200 6203; credit may not be obtained for both 6204 and the former 6201*)
- 6210 Sociolinguistics (*credit restriction: A student may not obtain credit for both 6210 or the former 6211*)
- 6212 Selected Topics in Language and Gender
- 6220 Areal and Temporal Variations in Language
- 6300-09 Special Subjects
- ~~6350 General Romance Linguistics~~
- ~~6390 Franco-Canadian~~
- 6400 Comparative and Historical Linguistics
- ~~6401 Morphosyntactic Change (prerequisite: 6400)~~
- ~~6403 Etymology (cross-listed as English 6403)~~
- ~~6410 Comparative Structure of a Selected Language Family (prerequisite: 6011 or 6031 or 6403)~~
- 6420 English Dialectology I
- 6421 English Dialectology II
- 6430 Selected Topics in Linguistic Variation (*prerequisite: 6220 or the former 6211*)
- 6500 Field Methods
- 6601 Modern Linguistic Theories
- 6700 Experimental Phonetics
- 6701 Selected Topics in Experimental Phonetics (*prerequisites: 6200 6203, 6700*)
- 6800 Selected Topics in Morphology
- 6880 Selected Topics in Semantics
- 7000 Seminar in Research Methods
- 7001 Analytical issues in Linguistics
- 7100 Topics in North American Native Languages (*prerequisites: a course from series 6050-6054 or the former 6011, 6031, 6041*)
- 7200 Advanced Topics in Syntax (*prerequisites: 6110, plus either 6001 or 6115*)
- 7400 Seminar in Comparative and Historical Linguistics (*prerequisite: 6400 or 6410*)
- 7430 Seminar in Linguistic Variation (*prerequisite: 6430*)
- 7800 Seminar in Morpho-semantics (*prerequisite: 6800*)
- 7900-03 Special Topics in Linguistics

**Note:**

*Appropriate equivalent credits may be given for courses taken at the Summer Institute of the Linguistic Society of America, or a similar institute. Students are encouraged to attend these institutes. They should, however, consult the Head of the Department as to what courses may be appropriate for credit."*

25.5 Music

Page 611, 2020-2021 Calendar, under the heading 9.11.3 Courses, amend the section as follows:

**“9.11.3 Courses**

**Theories and Methods:**

Music 6001 Research Methods

Music 6002 Graduate Seminar

Music 6807 Video Documentary Production (*credit may be received for only one of Music 6807, Music 7003 or ~~and~~ Music 7803*)

Music 7001 Research Problems and Methods in Ethnomusicology

Music 7002 Research Paper

Music 7003 The Politics of Ethnographic Video Methods in Ethnomusicology

Music 7803 Radio Documentary Production (*credit may be received for only one of Music 6807, Music 7003 or ~~and~~ Music 7803*)

Folklore 6010 Survey of Folklore Genres and Processes

Folklore 6020 Field and Research Methods

Folklore 6030 Folklore Theories

Folklore 6040 Feminist Theories: Perspectives and Issues

Folklore 6080 Vernacular Theories

Folklore 6090 Ethnology

Folklore 7100 Advanced Folkloristics II: Research and Ethnography”

Page 715, 2020-20201 Calendar, under the heading 37.13.3 Courses, amend the section as follows:

**“37.13.3 Courses**

**Theories and Methods:**

Music 6807 Video Documentary Production (*credit may be received for only one of Music 6807, Music 7003 or ~~and~~ Music 7803*)

Music 7001 Research Problems and Methods in Ethnomusicology

Music 7003 The Politics of Ethnographic Video Methods in Ethnomusicology

Music 7803 Radio Documentary Production (*credit may be received for only one of Music 6807, Music 7003 or ~~and~~ Music 7803*)

Music 8001 Theoretical Issues in the Study of Music

Folklore 6010 Survey of Folklore Genres and Processes

Folklore 6020 Field and Research Methods

Folklore 6030 Folklore Theories

Folklore 6040 Feminist Theories: Perspectives and Issues

Folklore 6080 Vernacular Theories

Folklore 6090 Ethnology

Folklore 7100 Advanced Folkloristics II: Research and Ethnography”

**ADDENDUM – REGULAR AGENDA**

26. Report of the Senate Committee on Undergraduate Studies

26.1 Marine Institute

The Marine Institute proposed a new Certificate in Leadership program.

It was moved by Dr. G. George and seconded by Dr. T. Fridgen to approve this proposal.

Mr. P. Brett introduced the proposal, stating that it is the first program of its kind and that the School has conducted widespread consultation and is partnering with other faculties.

Dr. E. Merschrod noted that there is no mention of equity within the proposal.

- It was noted by the program developers that core courses are still being developed, and it is understood that equity is one of the University's core values. As such, as more fundamental courses take shape, equity will be covered.

Dr. J. Simpson, as chair of the Deans' Working Group on Equity, Diversity and Inclusion, noted that there has been a document developed that focuses on procedural representation and knowledge associated with academic equity. It is worth looking at as the School continues to incorporate equity into its program.

Dr. I. Dostaler mentioned that this program has much overlap with the Faculty of Business' programs. The Marine Institute should reach out to the Faculty for support and partnership.

The President reiterated the need for inclusion within the program, and stated that regardless of the outcome of Senate's vote the developers should review the program through lenses of equity, diversity and inclusion.

The motion was put to a vote and carried.

Page 166, 2020-2021 Calendar, insert the following new section, renumbering subsequent sections:

**“8 Certificate Program Regulations**

An undergraduate certificate program at the Marine Institute offers a flexible option for students seeking to develop specialized knowledge and competencies. It provides a starting point for university studies or acts as an adjunct to an undergraduate degree. It is not designed to satisfy specific employment credentials. It is sufficiently specialized to ensure its academic integrity and normally features at least one required anchor course that is taken at the beginning of the program.

Undergraduate certificate programs introduce students to a focused subject area, placing greater emphasis on foundation-level knowledge.

Marine Institute (cont'd)

**8.1 General Regulations for Certificate Programs**

1. An undergraduate certificate program is administered by the School's Coordinator of Programs.
2. Undergraduate certificate programs consist of between 18 and 27 credit hours in courses as specified in individual programs.
3. Courses satisfying the Major, Minor or elective components of an undergraduate degree may also be used to satisfy the requirements of an undergraduate certificate program.
4. Prerequisites for courses are applicable. This may increase the number of stated courses required for completion of the certificate program.
5. Normal credit restrictions apply. It is the student's responsibility to recognize that additional credit may not be obtained for completing two versions of a cross-listed course (i.e., the same course listed under two or more departments).
6. A Coordinator of Programs may, in consultation with the Head of the relevant academic unit, request permission from the Marine Institute's Undergraduate Studies Committee for a course to be added to the undergraduate certificate program.

**8.2 Admission**

1. Students seeking information about an undergraduate certificate program should contact the Program Chair, the Coordinator of Programs, or the Office of the Registrar.
2. An undergraduate certificate program is open to all students who are granted admission to the University and who meet admission requirements of a specific undergraduate certificate.
3. The application for admission or readmission is submitted online; current and returning applicants should apply using the Admissions menu within Memorial Self-Service at [www5.mun.ca/admit/twbkwbis.P\\_WWWLogin](http://www5.mun.ca/admit/twbkwbis.P_WWWLogin).
4. Applicants who are new to Memorial University of Newfoundland should follow the application instructions at [www.mun.ca/undergrad/apply](http://www.mun.ca/undergrad/apply). A complete application package includes an application to the University and any other required documentation (for those who have not attended Memorial University of Newfoundland in the three preceding semesters). Details are available under **UNIVERSITY REGULATIONS - Admission/Readmission to the University Undergraduate**.

**8.3 Components**

1. A student must follow the regulations for the undergraduate certificate program as set forth in the appropriate section of the Calendar.
2. An undergraduate certificate program at the Marine Institute consists of between 18 and 27 credit hours in courses as specified by the program. This normally includes a selection of core courses that has been deemed fundamental to the program and a requirement for courses from a minimum of two disciplines. The majority of credit hours in a Marine

### Marine Institute (cont'd)

Institute undergraduate certificate must be comprised of courses listed in the Marine Institute **Course Descriptions**.

3. Courses offered by the Marine Institute satisfying another University program may also be used to satisfy the requirements of a Marine Institute certificate program, subject to both programs' regulations.

### **8.4 Graduation Requirements**

1. To be eligible for the award of an undergraduate certificate offered by the Marine Institute, a student must have obtained an overall average of 60% or higher in the courses prescribed for that program.
2. As per **Limited Enrolment Courses and Transfer Credits, Requirements for Courses Delivered by Memorial University of Newfoundland** a minimum of 9 credit hours in courses prescribed for the undergraduate certificate program must be completed at this University.
3. A student who has completed an undergraduate certificate program and wishes to complete a second undergraduate certificate offered by the Marine Institute must:
  - a. comply with all course requirements governing the award of that certificate; and
  - b. complete at least 9 credit hours beyond those used for the first certificate. The courses which comprise these credit hours must be applicable to the certificate sought.

### **8.5 Certificate in Leadership**

- [Link to MI Website description of Program](#)
- [Link to MI Website contact information for program](#)

The Certificate in Leadership is administered by the School of Ocean Technology.

The Certificate in Leadership is designed for those who are interested in exploring the field of leadership. Its goal is to enhance the leadership skills of the leaders of tomorrow while strengthening the relationships between the civilian and military domains and Canadian universities.

#### **8.5.1 Marine Institute Certificate Regulations**

Students intending to complete an undergraduate certificate program within the Marine Institute must meet the University Admission requirements as outlined in the Calendar. In addition, the student must have: either (a) at least three years of full-time work experience that is deemed acceptable by the Admissions Committee of the School of Ocean Technology, or (b) a minimum of 30 credit hours.

Marine Institute (cont'd)

Students are also advised to consult the University Calendar regarding **General Regulations for Certificate Programs** and **Graduation Requirements**.

**8.5.2 Advising**

Throughout their program of study, students are encouraged to contact an academic advisor or the Chair of the Certificate in Leadership program for assistance with course planning, declaring their program of study, prerequisite and registration issues, and with questions about the eligibility of any courses not listed here.

**8.5.3 Declaring the Certificate in Leadership**

Students interested in an undergraduate Certificate in Leadership are first encouraged to consult with the Coordinator of Programs or the Program Chair to discuss the requirements of the program. After consultation, students wishing to enroll in the certificate can declare a Certificate in Leadership by contacting the Office of the Registrar.

**8.5.4 Regulations for the Certificate in Leadership**

The undergraduate Certificate in Leadership consists of 24 credit hours as follows:

1. 15 credit hours consisting of: LEAD 3000, 3006, 4001, 4002, 4003;
2. 3 credit hours chosen from each of the following elective fields for a total of 9 credit hours:
  - a. **Electives A (Related Professional Competencies):** LEAD 4004, 4005, BUSI 1000, BUSI 3310 or BUSN 2300, a 3000 or 4000 level course in the Domain of Leadership with prior approval of the Program Chair, or a 3000 or 4000 level course in the Domain of Ethics with prior approval of the Program Chair;
  - b. **Electives B (History and Political Science):** HIST 2510, HIST 2065, POSC 1000, POSC 2200, POSC 2800, POSC 3800, a 3000 or 4000 level course in the Domain of History and Politics with prior approval of the Program Chair;
  - c. **Electives C (Law, Human Resources, and Labour):** POSC 3210, POSC 3620, BUSI 4000, BUSI 4320 or BUSN 3300, BUSI 4330, a 3000 or 4000 level course in the Domain of Law, Human Resources, and Labour) with prior approval of the Program Chair; and
3. Completion of LEAD 3007.

Not all courses are offered every semester. Students are strongly advised to pay attention to prerequisites, and to consult with the Program Chair or the Coordinator of Programs for assistance with course planning.



Marine Institute (cont'd)

Eligible 4000-level credit hours may be substituted following the process outlined in **General Regulations for Certificate Programs**.

**8.5.5 Course Prerequisites**

Many approved courses are suitable for students in all disciplines without a background in the discipline.

Other approved courses may have prerequisites.”

Page 166, 2020-2021 Calendar under the heading 10 Course Descriptions, amend as follows:

**“101 Course Descriptions**

**11.1 Leadership**

Leadership courses are designated by LEAD.

3000 Leadership Fundamentals will provide a basic introduction to leadership by focusing on what it means to be a good leader. Emphasis in the course will be on the practice of leadership. The course will examine topics such as: the nature of leadership, recognizing leadership traits, developing leadership skills, creating a vision, setting the tone, listening to out-group members, handling conflict, overcoming obstacles, ethics in leadership, and destructive leadership. Attention will be given to helping students to understand and improve their own leadership perception and performance.

3006 Special Topics in Leadership provides the opportunity for students to investigate the concept of Leadership through the lens of current events.

PR: LEAD 3000

3007 Leadership Capstone Project provides the student with an opportunity to reflect on how their personal leadership characteristics have matured through their studies. A multifaceted capstone project assignment will serve as the summative academic and intellectual experience for students.

CH: 0

PR: LEAD 3006

4001 Project Management (same as TECH 4040 and the former MSTM 4040) introduces the student to the interdisciplinary field of project management. The course covers the interpersonal skills necessary to successfully lead or work effectively within a project team as well as providing an overview of certain planning and scheduling tools and techniques necessary for the planning and monitoring of projects.

CR: TECH 4040 and the former MSTM 4040

Marine Institute (cont'd)

**4002 Technological Entrepreneurship** (same as TECH 4015 and the former MSTM 4015) surveys technological entrepreneurship via examples of both successful and failed businesses in technological fields. By examining cases of entrepreneurship, this course will examine challenges and opportunities facing technological entrepreneurs.

CR: TECH 4015 and the former MSTM 4015

**4003 Communications and Conflict Management** (same as MARI 4107) provides students with the knowledge, tools and strategies to effectively manage and resolve conflicts in the workplace. The necessary communication skills taught in this course will allow students to respond to interpersonal and organizational conflicts in a collaborative manner to ensure a safe and productive workplace.

CR: MARI 4107

**4004 Advanced Technical Communications** (same as TECH 4060 and the former MSTM 4060) enhances the technical communication skills of students. The course content examines technical writing fundamentals; information gathering, analysis, and documentation; proposal preparation; technical document applications; technical report preparation; graphics preparation; and technical presentations. The course will provide students with the knowledge and skills necessary to develop proposals, reports, and presentations for technical projects.

CR: TECH 4060 and the former MSTM 4060

**4005 Structure and Functions of Technology-based Organizations** (same as TECH 4013 and the former MSTM 4013) focuses on the emergence of technology-based companies and how to implement methods to increase their organizational effectiveness. This course will concentrate on the integration of three basic frameworks which include the study of technological economics and organizational progression, structural configurations and operations, and universal and contemporary approaches to organizational design. In addition, it will examine the challenges of change that face highly dynamic industries: individual and organizational change, technological change, and national and global change.

CR: TECH 4013 and the former MSTM 4013

Page 166, 2020-2021 Calendar under the heading 10 Course Descriptions, amend as follows:

**“101.12 Maritime Studies**

Maritime Studies courses are designated by MARI.

**4107 Communications and Conflict Management** (same as LEAD 4003) provides students with the knowledge, tools and strategies to effectively manage and resolve conflicts in the workplace. The necessary communication

Marine Institute (cont'd)

skills taught in this course will allow students to respond to interpersonal and organizational conflicts in a collaborative manner to ensure a safe and productive workplace.

CR: LEAD 4003

**101.23 Technology**

Technology courses are designated by TECH.

**4013 Structure and Functions of Technology-based Organizations** (same as LEAD 4005 and the former MSTM 4013) focuses on the emergence of technology-based companies and how to implement methods to increase their organizational effectiveness. This course will concentrate on the integration of three basic frameworks which include the study of technological economics and organizational progression, structural configurations and operations, and universal and contemporary approaches to organizational design. In addition, it will examine the challenges of change that face highly dynamic industries: individual and organizational change, technological change, and national and global change.

CR: LEAD 4005, the former MSTM 4013

**4015 Technological Entrepreneurship** (same as LEAD 4002 and the former MSTM 4015) surveys technological entrepreneurship via examples of both successful and failed businesses in technological fields. By examining cases of entrepreneurship, this course will examine challenges and opportunities facing technological entrepreneurs.

CR: LEAD 4002, the former MSTM 4015

**4040 Project Management for Technologists** (same as LEAD 4001 and the former MSTM 4040) introduces the student to the interdisciplinary field of project management. The course covers the interpersonal skills necessary to successfully lead or work effectively within a project team as well as providing an overview of certain planning and scheduling tools and techniques necessary for the planning and monitoring of projects.

CR: LEAD 4001, the former MSTM 4040

**4060 Advanced Technical Communications** (same as LEAD 4004 and the former MSTM 4060) enhances the technical communication skills of students. The course content examines technical writing fundamentals; information gathering, analysis, and documentation; proposal preparation; technical document applications; technical report preparation; graphics preparation; and technical presentations. The course will provide students with the knowledge and skills necessary to develop proposals, reports, and presentations for technical projects.

CR: LEAD 4004, MSTM 4060

**REGULAR AGENDA**

27. Recognition of Professores Emeriti

A memorandum dated September 16, 2020, from Tom Nault, Secretary of Senate, was received regarding the Recognition of Professores Emeriti.

It was moved by Dr. I. Sutherland and seconded by Dr. A. Surprenant to approve this proposal.

The President invited Tom Nault to present this proposal.

Mr. Nault noted that Senate Bylaw V.B.6 requires that the public recognition of newly appointed Professores Emeriti be given at Convocation. Due to Fall Convocation being cancelled, a waiver of this bylaw is being sought to allow a small ceremony to take place in Fall 2020 to publicly recognize newly appointed Professores Emeriti. The ceremony will follow applicable public health guidelines.

The motion was put to a vote and carried.

28. Pandemic Report Implementation Plan

A report regarding Decisions of an Academic Character made during the COVID-19 Pandemic – Implementation Process and Timeline was received from Tom Nault, Secretary of Senate.

It was moved by Dr. M. Haghiri and seconded by Dr. L. Rohr to approve this Implementation Plan.

The President invited Tom Nault to present the Pandemic Report Implementation Plan.

Mr. Nault noted that this report was written in response to Senate's September meeting discussion and focuses on key recommendations.

Dr. E. Merschrod asked when the consultation with Senate that is noted in item 3 of the report is scheduled to happen. Mr. Nault answered that the committee hasn't had the opportunity to do that but it would likely take place over the next couple of months.

Dr. R. Whitaker wondered who else was involved in drafting the details of this plan and if input from others is welcome. Mr. Nault stated that he would make sure the committee reached out to all groups of the University. There will probably be an open call sent through the appropriate channels.

The motion was put to a vote and carried.

29. Criteria for On-campus Teaching Exemptions, St. John's Campus

Criteria for On-campus Teaching Exemptions, St. John's Campus was received from Dr. Mark Abrahams, Provost and Vice-President (Academic) *pro tempore*.

It was moved by Dr. A. Gaudine and seconded by Dr. H. Hair to approve the criteria.

The President invited Dr. Mark Abrahams to present the Criteria for On-campus Teaching Exemptions, St. John's Campus.

Dr. Abrahams noted that the criteria consist of eight items. There is also a copy of the form that is to be used when creating proposals of exemption.

Mr. A. Alhowaide asked what the definition was for high enrolment as it is not specified in the criteria. Dr. Abrahams answered that the criteria were left vague on purpose, but when assessing proposals we have to be sensitive to population density. Most of the exemptions that have been granted are for class sizes that have less than 20 students.

The motion was put to a vote and carried.

Following the motion conversation continued and the following points were raised:

- These criteria and proposals are no different from what was happening in the fall semester.
- Students, Faculty and Staff are feeling overwhelmed. This pandemic may go on for quite some time and the University needs to engage with everyone in order to keep afloat.
- Memorial is a community, but it doesn't feel that way anymore. Online learning is lessening student engagement. There is a petition among students that is gaining traction, which asks to have on-campus teaching next semester. Moreover, most instructors never imagined they would have to become online instructors. It is not what they trained for nor how they have taught their classes.
- Graduate students are a unique cohort that is best suited to small interactive groups. Supervisors cannot properly mentor graduate students through online communication only.
- A master list of on-campus courses should be provided to students as soon as possible. Students should know whether a course is remote or on-campus prior to registration.
- When registering students should assume courses are remote, but the Registrar's Office is working on a list.
- What allowances are made for instructors? Will instructors be forced to work on campus if their courses are deemed to be on-campus courses?

Criteria for On-campus Teaching Exemptions, St. John's Campus (cont'd)

- All exemption proposals are initiated by course instructors. As such, no instructor will have to work on campus if they themselves have not determined there is a need to do so.
- Senators wish for a more detailed list of criteria. Some feel that would make it easier to write exemption proposals.
- The Faculty of Nursing has been working within this process already. They have found that Environmental Health and Safety have been very helpful, and the process is not nearly as onerous as it first appears.

30. Annual Report of the Academic Unit Planning Committee for the 2019-2020 Academic Year

The Annual Report of the Academic Unit Planning Committee for the 2019-2020 Academic Year was received.

It was moved by Ms. J. Richards and seconded by Dr. M Haghiri to accept this report.

The President invited Dr. Ed Kendall, Chair, Academic Unit Planning Committee, to present the report.

Dr. Kendall gave an overview of the report and answered questions from Senators.

Dr. Kendall noted that it had been a busy year. Six academic units have been processed so far. The Committee is trying to meet the challenges units are facing and have developed a procedures manual to assist. They have also developed virtual protocol for panel visits, and realigned how the committee is reporting by migrating its information onto the new Senate website.

The motion was put to a vote and carried.

31 . Annual Report of the Planning and Budget Committee, 2019-2020

The Annual Report of the Planning and Budget Committee for the 2019-2020 Academic Year was received.

It was moved by Ms. J. Richards and seconded by Dr. S. Bugden to accept this report.

The President invited Dr. Mark Abrahams, Provost and Vice-President (Academic) *pro tempore*, to present the report.

Dr. Abrahams gave an overview of the report and answered questions from Senators.

Annual Report of the Planning and Budget Committee, 2019-2020 (cont'd)

Dr. Abrahams stated that the mandate of PBC is to advise the University on planning and budget concerns. He noted that the committee has been engaged with plans to deal with the COVID-19 pandemic. The committee is continuing its work with the Integrated Planning Committee, and undergoing budget reviews.

Dr. E. Merschrod asked if the composition of the Advisory Committee on Tuition and Special Fees had been determined yet.

- Dr. Abrahams said that it had but he did not have the documents with him presently and would send the membership list as soon as he was able.

Dr. G. Watson asked if the committee had given any thought to the frameworks.

- Dr. Abrahams replied that the committee will pause on its reviews until it receives direction from the strategic planning process

The motion was put to a vote and carried.

32. Annual Report of the Teaching and Learning Committee, 2019-2020

The Annual Report of the Teaching and Learning Committee for the 2019-2020 Academic Year was received.

It was moved by Dr. G. Watson and seconded by Ms. H. Skanes to accept this report.

The President invited Dr. Danny Dyer, Chair, Teaching and Learning Committee, to present the report.

Dr. Dyer gave an overview of the report and answered questions from Senators.

Dr. Dyer stated that the role of the committee is to review the Teaching and Learning Framework.

The motion was put to a vote and carried.

33. Motion to Adjourn

It was moved by Dr. I. Sutherland, seconded by Dr. M. Steele, and carried that the meeting be adjourned.

34. ADJOURNMENT

The meeting adjourned at 5:11 p.m.

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CHAIR

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SECRETARY