

MEMORIAL UNIVERSITY OF NEWFOUNDLAND  
SENATE

The regular meeting of Senate was held on January 10, 2012 at 4:50 p.m. in Room E5004, Education Building.

54. PRESENT

The President, Dr. D. Wardlaw, Mr. G. Blackwood, Dr. M. Bluechardt, Dr. M. Abrahams, Dr. A. Al-Krenawi, Dr. K. Anderson, Mr. B. Belbin, Ms. L. Busby, Dr. A. Card, Mr. G. Collins, Dr. N. Golfman, Dr. L. Hensman, Dr. L. Rankin, Dr. R. Shea, Dr. R. Venkatesan, Dr. E. Waterman, Dr. W. Zerbe, Dr. P. Bendzsa, Mr. P. Brett, Dr. J. Connor, Dr. S. Corbin-Dwyer, Dr. G. Farrell, Dr. A. Fiech, Dr. D. Foster, Dr. K. Gallagher, Dr. G. George, Dr. S. Ghazala, Dr. D. Gustafson, Dr. S. Kocabiyik, Dr. S. LeFort, Dr. P. Marino, Dr. D. McKay, Dr. S. Mulay, Dr. W. Okshevsky, Dr. J. Parsons, Dr. D. Peters, Mr. B. Riggs, Professor G. Riser, Dr. A. Rose, Dr. C. Sharpe, Professor D. Walsh, Dr. M. Wernerheim, Dr. P. Wilson, Mr. S. Despres, Ms. K. Keats, Mr. J. Robinson, Ms. A. Highway, Ms. A. Howley, Mr. J. Jeddore, Mr. M. Kehoe, Mr. R. Leamon, Mr. R. Murphy, Ms. C. Simms, Mr. M. Walsh.

Attending by invitation:

Dr. Matthew Janes, Chair, Committee on Course Evaluation, and Ms. Sharon Pippy, Centre for Institutional Analysis and Planning, regarding item 60 below.

55. APOLOGIES FOR ABSENCE

Apologies were received from Dr. C. Loomis, Dr. S. Peters, Dr. F. Balisch, Dr. J.J. Connor, Mr. C. Couturier, Dr. R. Helleur, Dr. D. Kelly, Dr. D. Kimberley.

56. MINUTES

It was moved by Dr. Peters, seconded by Dr. Ghazala, and carried that the Minutes of the regular meeting held on December 13, 2011 be taken as read and confirmed.

CONSENT AGENDA

Dr. Kachanoski reminded Senators that an updated list of nominees had been sent by email today to replace the original in the Senate package, under agenda item 3.A.

At the request of Dr. McKay and with agreement from Senate, consent agenda items 2.B. and 2.C. were moved from the consent agenda to the regular agenda.

It was moved by Mr. Riggs, seconded by Mr. Despres, and carried that the consent agenda, comprising the items listed in 57 below, be approved as follows:

57. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES

57.1 School of Pharmacy

Page 410, 2011-2012 Calendar, under the heading 10 Course Descriptions, delete Pharmacy courses “2150, 2151, 3150, 3151, 3206 and 3501.”

Page 410, 2011-2012 Calendar, under the heading 10 Course Descriptions, for Pharmacy 2650 in course legend add “CR: the former PHAR 2150.”

Page 410, 2011-2012 Calendar, under the heading 10 Course Descriptions, for Pharmacy 2651 in course legend add “CR: the former PHAR 2151.”

Page 410, 2011-2012 Calendar, under the heading 10 Course Descriptions, for Pharmacy 3650 in course legend add “CR: the former PHAR 3150.”

Page 410, 2011-2012 Calendar, under the heading 10 Course Descriptions, for Pharmacy 3651 in course legend add “CR: the former PHAR 3151.”

Page 410, 2011-2012 Calendar, under the heading 10 Course Descriptions, for Pharmacy 4201 in course legend CR amend to read “the former PHAR 3206 and the former 4006.”

Page 407, 2011-2012 Calendar, under the heading 4.3 Admission Requirements to the School, clause 4, amend to read “Normally an application will not be considered from an applicant who cannot produce evidence that the above requirements have been met or will have been met by end of the winter semester of the year in which admission is being sought.”

57.2 Department of English

Page 118, 2011-2012 Calendar, under the heading 9.11.4 Course Descriptions, insert new course:

“**2813 Poetics of the Image** introduces students to the field of visual culture and familiarizes them with both the vocabulary and the methodologies to examine images critically.”

Page 118, 2011-2012 Calendar, under the heading 9.11.4 Course Descriptions, under course selection 2812-2820 amend to read “(Excluding 2813 and 2815) Special Topics will have topics to be studied announced by the Department.”

57.3 Faculty of Engineering and Applied Science

Page 251, 2011-2012 Calendar, under the heading 9.8 Academic Term 8 Courses, insert new course:

“**8074 Arctic Ocean Engineering** (same as the former ENGI 8674) examines marine ice as an environmental load factor in the context of ships and engineered structures designed for ice covered waters. Topics include types of naturally occurring ice; sea ice formation and characteristics; mechanical strength of sea ice under common modes of ice failure; modes of ice interaction with ships and marine structures; estimation of ice forces on offshore structures; powering requirements for ice breaking ships; regulations

Faculty of Engineering and Applied Science (cont'd)

and standards for design of ships and offshore structures in arctic environments.

CR: the former ENGI 8674

PR: ENGI 3934, ENGI 4312

LH: at least four 3-hour sessions per semester”

Page 240, 2011-2012 Calendar, under the heading 5.5.1 Ocean and Naval Architectural Engineering Major, in Table 9 Ocean and Naval Architectural Engineering Major, in Fall Academic Term 3, under table heading Required Courses, add new course “ENGI 3901” and under table heading Elective Courses, delete “3 credit hours from: ENGI 3901, 3911.”

Page 240, 2011-2012 Calendar, under the heading 5.5.1 Ocean and Naval Architectural Engineering Major, in Table 9 Ocean and Naval Architectural Engineering Major, in Winter Academic Term 5, under table heading Required Courses, add “ENGI 5022” and delete “ENGI 5420.”

Page 240, 2011-2012 Calendar, under the heading 5.5.1 Ocean and Naval Architectural Engineering Major, in Table 9 Ocean and Naval Architectural Engineering Major, in Fall Academic Term 6, under table heading Required Courses, add “ENGI 6055 and ENGI 6933” and delete “ENGI 6030 and Physics 4300.”

Page 240, 2011-2012 Calendar, under the heading 5.5.1 Ocean and Naval Architectural Engineering Major, in Table 9 Ocean and Naval Architectural Engineering Major, in Spring Academic Term 7, under table heading Required Courses, add “ENGI 7007 and ENGI 7035” and delete “ENGI 7030.” Under table heading Elective Courses, amend first paragraph to read “ENGI 7045, 7706, 7707, 7934, 8691, 8692, other courses as specified by the Discipline Chair” and delete “Focus Stream Elective\*.”

Page 240, 2011-2012 Calendar, under the heading 5.5.1 Ocean and Naval Architectural Engineering Major, in Table 9 Ocean and Naval Architectural Engineering Major, in Winter Academic Term 8, under table heading Required Courses, delete “ENGI 8003, ENGI 8054” and add “Physics 4300” and as well, under table heading Elective Courses, amend second paragraph to read “Two of ENGI 8003, 8054, 8058, 8074, other courses as specified by the Discipline Chair.”

Page 234, 2011-2012 Calendar, under the heading 5.2 .1 Computer Engineering Major - General Option, in Table 3 Computer Engineering Major - General Option, in Fall Academic Term 6, under table heading Elective Courses, in second line delete “or Computer Science Courses.”

Page 234, 2011-2012 Calendar, under the heading 5.2 1 Computer Engineering Major - General Option, in Table 3 Computer Engineering Major - General Option, in Winter Academic Term 8, under table heading Elective Courses, amend third paragraph to read “6 credit hours from: ENGI 7680, 8821, 8826, 8863, 8868, 8879, 8801-8805, or other courses as specified by the Discipline Chair.”

Page 245, 2011-2012 Calendar, under the heading 9.4 Academic Term 4 Courses, amend course legend CR for ENGI 4424 to read “the former ENGI 3422, Mathematics 2320, or the former Computer Science 2740.”

Faculty of Engineering and Applied Science (cont'd)

Page 477, 2011-2012 Calendar, under the heading 9.8.3 Mathematics Courses, for Math 2320 in course legend CR following the former Computer Science 2740 add “or the former Engineering 3422 or Engineering 4424.”

58. Committee on Elections and Committees

58.1 MUNSU Representation on Senate Committees

It was agreed to approve the following nominations from the Committee on Elections and Committees:

**Advisory Committee on the Bookstore**  
Mitchell Hamilton

**Advisory Committee on the Library**  
Meghan Keating

**Advisory Committee on the University Timetable**  
Jenelle Penney

**Committee on Copyright**  
Michael Walsh

**Committee on Course Evaluations**  
Alison Howley

**Committee on Educational Technology**  
Lisa Murphy

**Committee on Honorary Degrees and Ceremonial**  
Candace Simms

**Committee on Research**  
Brad Feltham

**Committee on Senate Elections**  
Greg White

**Committee on Undergraduate Scholarships, Bursaries and Awards**  
Erin Edwards

**Committee on the University Calendar**  
Nida Taher

**University Planning and Budget Committee**  
Justin Ryder

**University Committee on Admissions**  
Sandra Mohammed

**Senate Committee on Academic Appeals**  
Travis Perry

## REGULAR AGENDA

### 59. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES

#### 59.1 Faculty of Business Administration

Before addressing the specific changes proposed to the regulations for honours degrees in Business and Human Kinetics and Recreation, Mr. Riggs responded to questions from Senators by noting that there are no uniform university-wide standards for formulating regulations for honours degrees. Mr. Riggs observed that a study by the Senate Committee on Undergraduate Studies several years ago indicated that standardization was not recommended. However, Mr. Riggs agreed to revisit the question with the Senate Committee on Undergraduate Studies.

It was moved by Mr. Riggs, seconded by Dr. Zerbe, and carried that the following calendar changes be approved.

Page 188, 2011-2012 Calendar, under the heading 4.6 Regulations for the Honours Degree of Bachelor of Business Administration, amend to read as follows:

“An Honours degree of Bachelor of Business Administration signifies superior academic achievement. The difference between a First Class General BBA Degree and an Honours BBA Degree is that for a First Class BBA, a candidate must obtain a grade point average of at least 3.5 on the best 120 credit hours which meet curriculum requirements, and for an Honours BBA, a candidate must obtain a grade point average of at least 3.5 on the earliest attempt at courses which meet curriculum requirements.

1. To be considered for an Honours degree, the candidates must so indicate on the University’s official Application for Graduation form. This form may be obtained at the Office of the Registrar or on-line at the Memorial Self Service at [www3.mun.ca/admit/twbkwbis.P\\_WWWLogin](http://www3.mun.ca/admit/twbkwbis.P_WWWLogin)
2. Candidates for the Honours Degree of Bachelor of Business Administration shall:
  - a. comply with all regulations governing the General Degree of Bachelor of Business Administration, and
  - b. obtain at least a 75% average and a grade point average of at least 3.5 on the courses prescribed in The Curriculum. Candidates are not permitted to repeat or substitute courses for the purpose of meeting these criteria. In the case of a student who has repeated courses and/or who has completed more than 120 credit hours at the time of application for graduation, applicable courses will be taken in chronological order rather than in order of grade in calculating these averages. This may mean that failed courses will be used in calculating this grade point average even when the courses were later repeated and passed or, in the case of electives, replaced with other courses later in a candidate’s academic career.
3. A declared candidate for an Honours degree who fails to fulfil the conditions of Clause 2. but fulfils the requirements for a General

Faculty of Business Administration (cont'd)

degree shall be awarded the General Degree of Bachelor of Business Administration.”

59.2 School of Human Kinetics and Recreation

It was moved by Mr. Riggs, seconded by Dr. Card, and carried that the following calendar changes be approved.

Page 322, 2011-2012 Calendar, under the heading 3.2 Honours Degree, amend to read as follows:

“Honours degrees signify superior academic achievement with specific course work in kinesiology, physical education, and recreation programs. To graduate with honours, application must be made on the prescribed form which is available from the School or the Office of the Registrar. For further information on honours degrees see Program Regulations - General and Honours Degrees.”

Page 331, 2011-2012 Calendar, under the heading 5.7 Honours Degrees, clause 3, in second bullet change “75%” to “80%.”

Page 331, 2011-2012 Calendar, under the heading 5.7 Honours Degrees, clause 3, in third bullet change “75%” to “80%.”

Page 331, 2011-2012 Calendar, under the heading 5.7 Honours Degrees, clause 3, in fourth bullet delete “120” and replace with “non-HKR.”

Page 331, 2011-2012 Calendar, under the heading 5.7 Honours Degrees, after clause 4, add as new paragraph 5 the following:

“A candidate may, with the approval of the Committee on Undergraduate Studies, repeat or substitute up to three courses in order to meet the requirements of clause 3 above. In counting repeats, each attempt at the same course will count as one course towards the maximum. That is, the same course, repeated three times, would place a student at the maximum and no additional repeats or substitutions would be allowed.”

Page 331, 2011-2012 Calendar, under the heading 5.7 Honours Degrees, renumber previous paragraph 5 to 6 and delete “courses or” from paragraph.

Page 331, 2011-2012 Calendar, under the heading 5.7 Honours Degrees, renumber previous paragraph 6 to 7.

Page 333, 2011-2012 Calendar, under the heading 10 Course Descriptions, in course HKR 4610, course legend PR: change “75%” to “80%.”

Page 325, 2011-2012 Calendar, under the heading, 5.2.1 Teaching Option, Table 2 Bachelor of Physical Education (Co-operative) Teaching Option, in Fall Academic Term 1, under table heading Elective Courses, delete “Students who complete only Mathematics 1000 must include an additional 3 credit hours from a non HKR course in their program.”

Page 325, 2011-2012 Calendar, under the heading, 5.2.1 Teaching Option, Table 2 Bachelor of Physical Education (Co-operative) Teaching Option, in

School of Human Kinetics and Recreation (cont'd)

Winter Academic Term 2, under table heading Required Courses, amend fourth paragraph to read “3 credit hours chosen from Mathematics 1000 or 1050 or 1051 or 1090.”

Page 326, 2011-2012 Calendar, under the heading, 5.2.2 General Option, Table 3 Bachelor of Physical Education (Co-operative) - General Option, in Fall Academic Term 1, under table heading Elective Courses, delete “Students who complete only Mathematics 1000 must include an additional 3 credit hours from a non HKR course in their program.”

Page 326, 2011-2012 Calendar, under the heading, 5.2.2 General Option, Table 3 Bachelor of Physical Education (Co-operative) - General Option, in Winter Academic Term 2, under table heading Required Courses, amend fourth paragraph to read “3 credit hours chosen from Mathematics 1000 or 1050 or 1051 or 1090.”

Page 329, 2011-2012 Calendar, under the heading 5.5.1 Teaching Option, Table 6 Bachelor of Physical Education - Teaching Option, in Fall Academic Term 1, under table heading Elective Courses, delete “Students who complete only Mathematics 1000 must include an additional 3 credit hours from a non HKR course in their program.”

Page 329, 2011-2012 Calendar, under the heading 5.5.1 Teaching Option, Table 6 Bachelor of Physical Education - Teaching Option, in Winter Academic Term 2, under table heading Required Courses, amend fourth paragraph to read “3 credit hours chosen from Mathematics 1000 or 1050 or 1051 or 1090.”

Page 330, 2011-2012 Calendar, under the heading 5.5.2 General Option, Table 7 Bachelor of Physical Education - General Option, in Fall Academic Term 1, under table heading Elective Courses, delete “Students who complete only Mathematics 1000 must include an additional 3 credit hours from a non HKR course in their program.”

Page 330, 2011-2012 Calendar, under the heading 5.5.2 General Option, Table 7 Bachelor of Physical Education - General Option, in Winter Academic Term 2, under table heading Required Courses, amend fourth paragraph to read “3 credit hours chosen from Mathematics 1000 or 1050 or 1051 or 1090.”

Page 327, 2011-2012 Calendar, under the heading 5.3 Bachelor of Recreation (Co-operative), Table 4 Bachelor of Recreation (Co-operative), in Fall Academic Term 3, Required Courses, amend sixth paragraph to read “3 credit hours chosen from Mathematics 1000 or 1050 or 1051 or 1090” and also, under table heading Elective Courses, delete “Student’s who complete only Mathematics 1000 must include an additional 3 credit hours from non HKR courses in their program.”

Page 327, 2011-2012 Calendar, under the heading 5.3 Bachelor of Recreation (Co-operative), Table 4 Bachelor of Recreation (Co-operative), in Winter Academic Term 4, under table heading Required Courses, delete “one of the pair of Mathematics 1050/1051 or 1090/1000 or 1000/3 credit hours in a non-HKR elective.” As well under table heading Elective Courses, amend second bullet to read “Students who complete only Mathematics 1000 must include an additional 3 credit hours from a non HKR course in their program.”

School of Human Kinetics and Recreation (cont'd)

Page 331, 2011-2012 Calendar, under the heading 5.6 Bachelor of Recreation, Table 8 Bachelor of Recreation, under table heading Required Courses, amend sixth paragraph to read "Math 1000 or any 6 credit hours in Mathematics at the 1000 level."

60. Review of the Course Evaluation Questionnaire (CEQ)

Dr. Kachanoski invited Dr. Matthew Janes, Chair, Committee on Course Evaluation, to present the report noting that Dr. Janes and Ms. Pippy are available to respond to questions.

Dr. Janes noted that in September 2009, the Senate Committee on Course Evaluation (SCCE) began to consider revising the Course Evaluation Questionnaire (CEQ) form and its associated processes. Both were, at the time, approximately ten years old and had not been revised since their implementation. In addition, innovations and methodologies in pedagogy and teaching evaluation over the past ten years made it clear that revisions ought to be considered.

It was felt that it would be most appropriate to form a university-wide Course Evaluation Questionnaire Review Committee that would consult with the Memorial community at large, including students, staff, and faculty from all campuses. That Committee would report to the SCCE after completing its work. As a result, in the spring of 2010, members of such a committee were sought. The committee membership was approved by Senate in November 2010.

The Review Committee presented its report to the SCCE in April 2011. As per the Terms of Reference for the review, the SCCE considered the report and, based upon it, is presenting a final report to Senate. In its report, the SCCE presented the following specific recommendations for the consideration of Senate.

Recommendation 1

Pilot an online administration of the course evaluation questionnaire in winter 2012. Should the pilot project prove successful, the model will be implemented as a permanent replacement for the current CEQ form and process.

Recommendation 2

For the pilot, the SCCE recommends changing, modifying, and adding question items to the questionnaire.

Recommendation 3

Retain the 'Instructor-Provided Questions' and promote the use of this feature. A bank of questions for such use has been provided.

Recommendation 4

As part of the pilot project, the SCCE recommends promoting and facilitating culture change toward course evaluation at Memorial in concert with the Teaching and Learning Framework.

Recommendation 5

The SCCE recommends establishing a process to review regularly the course evaluation procedure.



Review of the Course Evaluation Questionnaire (CEQ) (cont'd)

Following discussion and since recommendations 1-4 of the report relate to the pilot project, it was moved by Dr. Anderson, seconded by Mr. Riggs, and carried that these four recommendations be adopted.

It was then moved by Mr. Riggs, seconded by Professor Walsh, and carried that Recommendation 5 be adopted.

61. Items for Information

61.1 The Executive Committee of Senate approved the following appeal:

ECS 2011-2012: #4 - Appeal against the decision of the Senate Committee on Undergraduate Studies to deny the student's appeal that he/she be granted permission to switch from the Bachelor of Recreation (Co-operative) to the Bachelor of Recreation degree program.

61.2 The Executive Committee of Senate denied the following appeals:

ECS 2011-2012: #5 - Appeal against the decision of the Senate Committee on Undergraduate Studies and the Committee on Undergraduate Studies, Faculty of Business Administration, to deny the student exemption from Business 4500.

ECS 2011-2012: #6 - Appeal against the decision of the Senate Committee on Undergraduate Studies and the Faculty of Engineering and Applied Science to deny the student promotion from Academic Term 4.

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

Noting the short interval (including the holiday break) between the December 13, 2011 meeting of Senate and this meeting, Dr. Kachanoski reported on his major activities since then. In particular he noted activities relating to his trip to Alberta to work with graduate students and work relating to the engagement framework as evident from the special meeting of Senate held today.

63. ADJOURNMENT

The meeting adjourned at 5:20 p.m.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY