

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
SENATE

The regular meeting of Senate was held on January 11, 2011 at 4:00 p.m. in Room E5004, Education Building.

44. PRESENT

The President, Dr. E. Simpson, Dr. H. Pike, Dr. M. Abrahams, Dr. A. Al-Krenawi, Mr. G. Blackwood, Ms. L. Busby, Dr. S. MacKinnon (for Dr. A. Card), Mr. G. Collins, Dr. N. Golfman, Ms. K. Kennedy, Dr. J. Quaicoe, Dr. N. Roy, Dr. R. Shea, Dean W. Zerbe, Professor M. Beaton, Dr. J. Brunton, Professor D. Carroll, Dr. J.J. Connor, Dr. J. Connor, Dr. S. Corbin-Dwyer, Mr. C. Couturier, Dr. A. Fiech, Dr. D. Foster, Dr. S. Ghazala, Dr. G. George, Dr. R. Helleur, Dr. G. Jenner, Dr. D. Kelly, Dr. S. Kocabiyik, Professor V. Kuester, Dr. D. McKay, Dr. A. Muhammad, Dr. W. Okshevsky, Dr. D. Peters, Mr. B. Riggs, Mr. R. Roche, Dr. A. Rose, Dr. M. Wernerheim, Dr. P. Wilson, Mr. S. Despres, Ms. K. Keats, Mr. G. Furey, Ms. A. Highway, Ms. M. McCarthy, Mr. M. Walsh, Mr. C. Wass.

Dr. Kachanoski opened the meeting by welcoming Senators back after the holidays and to the first meeting of Senate in 2011.

45. APOLOGIES FOR ABSENCE

Apologies were received from Dr. C. Loomis, Mr. B. Belbin, Dr. L. Hensman, Dr. J. McFetridge-Durdle, Dr. K. Gallagher, Mr. D. Haynes, Professor G. Riser, Dr. W. Schipper, Ms. A. Hannaford, Ms. J. McCormick, Mr. T. Randell.

46. MINUTES

It was moved by Dr. Abrahams, seconded by Dr. Roy and carried that the Minutes of the regular meeting held on December 14, 2010 be taken as read and confirmed.

Mr. Collins advised that an email dated January 11, 2011, has been received from Mark Tate, Associate Professor and Head, Department of Anthropology, noting that in December 2010 the Senate approved a package of program revisions from Anthropology. One of the items in the package that was approved concerned Anthropology 3584 (same as Archaeology 3584 and History 3584). In his cover memo dated June 2, 2010, Dr. Tate requested that the cross-listing be removed from the course.

In his email dated January 11, 2011, Dr. Tate noted that it has since been brought to his attention that the removal of the cross-listing now means that there are no credit restrictions attached to that course. In effect, students could take the course three times and receive 9 credit hours even though the name, number and course description in the Calendar are identical. This outcome was never his intention in the aforementioned memo. His department's interest in that course was to integrate it into the new undergraduate program in Anthropology and have it removed from the Calendar entries in the undergraduate programs in Archaeology and History. It is now clear to him that they have not achieved that end and that what has been approved is unworkable. He is therefore requesting that the approval for this item and this item only be rescinded by Senate so that the credit restrictions remain in place for the moment. Dr. Tate noted that he will

Minutes (cont'd)

endeavour to straighten out this matter with his colleagues in Archaeology and History in the current semester.

It was moved by Mr. Collins, seconded by Mr. Riggs, and carried to rescind this item which reads as follows from the minutes of December 14, 2010 meeting of Senate:

“Page 100, 2010-2011 Calendar, under the heading 8.2.4 Course Descriptions, in course description for Anthropology 3584 Historical Anthropology delete “(same as Archaeology 3584 and History 3535)” and “Note: Credit may be obtained for only one of ANTH 3584, Archaeology 3584, and History 3535”.”

CONSENT AGENDA

It was moved by Mr. Riggs, seconded by Dr. Golfman, and carried that the consent agenda, comprising the items listed in 47 and 48 below, be approved as follows:

47. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES

47.1 Department of Earth Sciences

Page 411, 2010-2011 Calendar, under the heading 8.5.2 Second Year, add the following new course:

“2918 Earth’s Story is an overview of Earth’s dynamic past of episodes of supercontinent collision and breakup, massive flooding, global warming and freezing, magnetic field reversals and continents travelling over large distances. The evolution of life is tied to this history and has had equally dramatic turns of rich growth and catastrophic extinction. Discussion will be based on Canadian geology and includes an introduction to techniques used to decipher the rock record.

UL: not acceptable as one of the required courses for the Minor, Major or Honours programs in Earth Sciences”

47.2 Regulations for the Honours Degree of Bachelor of Science

Page 375, 2010-2011 Calendar, under the heading 5.5.3.b Regulations for the Honours Degree of Bachelor of Science, delete “A signed release...the University Library.” and replace with “A release form, signed by both the student and the head of the academic unit of the student’s program, must accompany an essay or a dissertation when it is submitted to the University Library.”

47.3 School of Human Kinetics and Recreation

Page 277, 2010-2011 Calendar, under the heading 10 Course Descriptions, delete prerequisite 4310 under the course description for 4610.

Page, 268, 2010-2011 Calendar, under the heading 5.1 Bachelor of Kinesiology (Co-operative), under Table 1, Fall Academic Term 3, delete Computer Science 2650 (recommended) or Computer Science 1700 and add “HKR 2340.”

School of Human Kinetics and Recreation (Cont'd)

Page 268, 2010-2011 Calendar, under the heading 5.1 Bachelor of Kinesiology (Co-operative), under Table 1, Fall Academic Term 5, delete HKR 4320 and replace “3” credit hours from HKR courses at the 2000 level or above with “6”.

Page 268, 2010-2011 Calendar, under the heading 5.1 Bachelor of Kinesiology (Co-operative), under Table 1, Spring Academic Term 6, delete HKR 4310 and insert “HKR 3400.” Delete “3 credit hours...or 4720” and replace with “3 credit hours from non-HKR courses at the 2000 level or above other than those listed under Required Courses.”

Page 268, 2010-2011 Calendar, under the heading 5.1 Bachelor of Kinesiology (Co-operative), under Table 1, Winter Academic Term 7, delete “3 credit hours...or 4720.” Delete “3 credit hours...of this elective” and replace with “6 credit hours from HKR courses at the 2000 level or above (Honours degree candidates must include HKR 4610 in their program in place of this elective).”

Page 277, 2010-2011 Calendar, under the heading 10 Course Descriptions, renumber HKR 4320 to “HKR 2340” and delete the co-requisite HKR 3310.

Page 272, 2010-2011 Calendar, under the heading 5.4 Bachelor of Kinesiology, under Table 5, Fall Academic Term 3, delete “Computer Science 2650 (recommended) or Computer Science 1700” and add “HKR 2340.”

Page 272, 2010-2011 Calendar, under the heading 5.4 Bachelor of Kinesiology, under Table 5, Spring Academic Term 5, delete “HKR 4310” and replace with “HKR 3400.”

Page 272, 2010-2011 Calendar, under the heading 5.4 Bachelor of Kinesiology, under Table 5, Fall Academic Term 6, delete HKR 4320. Replace “3” credit hours from HKR courses at the 2000 level or above to “6”, delete “3 credit hours...or 4720” and add “3 credit hours from non-HKR courses at the 2000 level or above other than those listed under Required Courses.”

Page 272, 2010-2011 Calendar, under the heading 5.4 Bachelor of Kinesiology, under Table 5, Winter Academic Term 7, delete “3 credit hours...4720” and “3 credit hours...in place of this elective” and replace with “6 credit hours from HKR courses at the 2000 level or above (Honours degree candidates must include HKR 4610 in their program in place of one of these electives).”

47.4 Department of Biology

Page 403, 2010-2011 Calendar, under the heading 8.2 Biology, add the following two new courses:

“3640 Environmental Physiology of Animals covers physiological adaptations of animals facilitating their survival in natural environments with emphasis on physiological and biochemical responses of animals to extreme environments. Starting with the fundamental basis of physiological mechanisms, the course explores various aspects and the integration of major physiological processes (metabolism, respiration, osmoregulation) and how

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these relate to ecological niche.

The course will comprise of 3 hours of lecture per week.

CR: the former BIOL 3403 and 4455

PR: BIOL 2060 and 2210; Biochemistry 3106

Note: *This course cannot be used to fulfill the physiology course requirement for a Biology major, honours or joint honours programme.*”

“4010 Virology will examine topics about viruses infecting all forms of life including humans and other animals, plants and bacteria. The scope within the course ranges from the molecular biology of virus replication to virus evolution and ecology. Current issues concerning viruses and society are incorporated into the course including the practical applications of viruses, vaccines, and emerging viruses.

The course will have three hours of lecture and three hours of laboratory/seminar/discussion per week.

PR: BIOL 2900 and 3050”

REGULAR AGENDA

48. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES

48.1 Department of Political Science

It was moved by Mr. Riggs, seconded by Dr. Roy, to approve the following calendar changes. A discussion then ensued regarding:

- the requirement during the first week of a work placement for students to provide a completed confidentiality and professional conduct agreement to the Division of Co-operative Education;
- evaluation of work terms;
- and the fact that adding new work terms will require additional resources to deliver the program.

When the question was called, the motion to approve the following calendar changes was approved.

Page 158, 2010-2011 Calendar, insert new heading “8.27.7 Major and Honours in Political Science (Co-operative).” Renumber headings 8.27.7 Political Science Advice and Website to 8.27.8, 8.27.8 Course Prerequisites to 8.27.9 and 8.27.9 Course Descriptions to 8.27.10.

Page 158, 2010-2011 Calendar, under the heading 8.27.7 Major and Honours in Political Science (Co-operative), insert the following:

“The Political Science Co-operative Education Program (PSCE) is available to full-time Political Science Majors and Honours students only.

The PSCE provides an opportunity for students to obtain public policy and other relevant full-time employment experience in fields related to Political Science, particularly governmental organizations. Students will apply their academic knowledge to practical situations as they develop their research,

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analysis and writing skills, as well as their career interests. A commitment to ethical and professional conduct is expected of all students.

Candidates who are accepted into the PSCE must complete the normal requirements for their degree, as well as three full-time work terms. In addition to following the PSCE regulations, students must satisfy Arts Degree Regulations and the Department's requirements for Honours in Political Science or Major in Political Science, as applicable. Additional information about the PSCE can be found on the Department of Political Science website (www.mun.ca/posc).

8.27.7.1 Eligibility for Admission

Admission to the Political Science Co-operative Education Program is competitive and selective.

The primary criterion used in reaching decisions on applications is overall academic achievement.

Students with weak academic records are unlikely to be admitted.

Application forms can be obtained from the Department. The annual deadline for application is November 15 (or the next business day). Application should be made in the Fall when a student expects to have completed a minimum of 42 credit hours, including POSC 1000 and 2800 (2010 and 2600 are strongly recommended), by the end of that semester.

Admission criteria include, but are not necessarily limited to, the following:

- a. Only candidates for an Honours in Political Science or for a Major in Political Science may apply for admission to the PSCE. The PSCE is not open to students electing Political Science as a Minor.
- b. An overall average of at least 65%, and a minimum average of 70% in Political Science courses, is required for admission.
- c. Applicants transferring from another institution must normally have completed at least one semester at Memorial before applying to the program.
- d. Applicants may be asked to attend an interview.

8.27.7.2 Program of Study

a. In addition to the requirements below students must fulfill all requirements for either a Major or Honours in Political Science.

b. Students' status in the program is assessed at the end of each semester. To be eligible to continue, students must maintain a course load of 15 credit hours in each academic semester, and maintain a cumulative average of at least 65% and an average of at least 70% in Political Science courses. Students who fail to maintain the required averages will be required to withdraw from the PSCE. Such students may apply for readmission in a subsequent year after re-establishing the required averages.

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c. Students must complete three work terms at the prescribed times. See Table 1: Course Pattern for the PSCE Program (Honours) and Table 2: Course Pattern for the PSCE Program (Major).

d. Work terms normally begin after the student has completed four academic terms. The last work term must be completed before the final academic term. Students may elect to complete one other course during a placement, subject to the approval of the Head of Department, as long as this does not interfere with the successful completion of the work term.

e. It is recommended that Honours students complete 4010 (Honours Essay I) prior to enrollment in 460W.

Table 1: Suggested Course Pattern for the PSCE Program (Honours)

Year	Political Science Courses (POSC)	Credit Hours
Academic Term 1 (Fall)	1000	3
Academic Term 2 (Winter)	2010, 2800	6
Academic Term 3 (Fall)*	2100, 2600	6
Academic Term 4 (Winter)	One of 2200, 2300, One of 36xx or 38xx	6
Work Term 1 (Spring)	260W	0
Academic Term 5 (Fall)	3010 One of 32xx or 33xx One other 3000-level	9
Academic Term 6 (Winter)	Two 3000-levels One 4000-level	9
Work Term 2 (Fall)	360W	0
Academic Term 7 (Winter or Spring)	4010** Two other 3000- or 4000-levels	9
Work Term 3 (Winter or Spring)	460W	3
Academic Term 8 (Fall)***	4011** Two other 4000-levels	9

*Usual term for applying for admission PSCE

**Selection of Honours Essay semesters must be discussed with the student's Essay supervisor

***Academic Term 8 must not be completed before Work Term 3

Department of Political Science (cont'd)**Table 2: Suggested Course Pattern for the PSCE Program (Major)**

Year	Political Science Courses (POSC)	Credit Hours
Academic Term 1 (Fall)	1000	3
Academic Term 2 (Winter)	2010, 2800	6
Academic Term 3 (Fall)*	2100, 2600	6
Academic Term 4 (Winter)	One of 2200, 2300 One of 36xx or 38xx	6
Work Term 1 (Spring)	260W	0
Academic Term 5 (Fall)	3010 One of 32xx or 33xx	6
Academic Term 6 (Winter)	One 3000-level	3
Work Term 2 (Fall)	360W	0
Academic Term 7 (Winter or Spring)	One 4000-level	3
Work Term 3 (Winter or Spring)	460W	3
Academic Term 8 (Fall)**	Two 4000-levels	6

*Usual term for applying for admission to PSCE

**Academic Term 8 must not be completed before Work Term 3

8.27.7.3 Preparation for Work Placements

The Program is coordinated by the Division of Co-operative Education (DCE). The DCE is responsible for counseling students; delivering professional development seminars; identifying and liaising with employers; organizing competitions for work term placements; arranging student-employer interviews and facilities; coordinating database management; administering work placements; visiting students on their work assignments; evaluating the work term in consultation with the Department; and the continuous development of employer opportunities. The Program is overseen by a designated Department faculty member, who is ordinarily the administrator of POSC 260W/360W/460W, and supervised by the Head of the Department. These academic liaisons work closely with the DCE coordinator.

a. A student admitted to the co-op program gives permission to the University to provide a copy of the student's resume, university transcript and work term evaluations to potential employers.

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b. The dates for starting and finishing each work term are shown in the University Diary. At the start of the job competition the Division of Co-operative Education will normally provide a detailed description of each available position. Work placements cannot be guaranteed though every effort is made to ensure that appropriate employment is made available. With the express permission of the DCE, students may identify and initiate contact with a potential employer outside of the placement competition, though the designated faculty member must ultimately approve all positions. Such jobs must be confirmed by letter from the employer before the first day of the work period.

8.27.7.4 Delivery of Work Term Placements

a. At least one work term must occur in a Fall or Winter semester. The final work term must be completed before the final academic term. Competition for placements is heaviest in the Spring semester and students are strongly recommended to complete one Spring placement outside of the St. John's area. With permission of the DCE coordinator, and in consultation with the designated faculty member, a student may complete a maximum of two work terms in consecutive semesters.

b. During the first week of a work placement, students must provide a completed confidentiality and professional conduct agreement to the DCE coordinator.

c. Within two weeks of starting a work term, students must submit a plan of learning objectives for that placement to the Division of Co-operative Education. The placement should normally entail 35 hours of work per week for 12 weeks for a minimum total of 420 hours. Students must maintain an attendance form that must be regularly initialed by the employer and a completed copy must be submitted with the reflective essay.

d. Remuneration for work placements is determined by employers based on their internal wage structures. Salaries tend to increase as students progress through the program and assume more responsibility. Students must not expect any such income to make them completely self-supporting.

8.27.7.5 Evaluation of Work Term Placements

a. The first of three components of a work term evaluation will be the preparation of a written assignment such as a briefing note and/or a cabinet paper of a topical issue relevant to the student's placement. This will be assigned and assessed by the designated faculty member who will consider it when arriving at the final grade for POSC 260W, 360W or 460W as applicable. The note is to be submitted to both the faculty member and the employer.

b. The second evaluation component will be of a student's on-the-job performance. This will be assessed by the DCE coordinator using information gathered during the work term and input from the employer. Formal written documentation from the employer will be sought and the employer will be encouraged to provide students with an exit interview.

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c. The third evaluation component will be of a substantive reflective essay which must be submitted to the DCE coordinator on the first day of the final examination period. Reflective essays will be evaluated by the DCE coordinator. When preparing the essay the student must continue to respect the confidentiality of the employer. Late essays will not be graded unless prior permission was granted by the designated faculty member.

d. Evaluation of the briefing note and/or cabinet paper, job performance and of the reflective essay will each result in one of the following classifications: outstanding, above expectations, satisfactory, fail. These are recorded separately on the student's transcript.

e. Overall evaluation of the work term will result in one of the following final grades being awarded for POSC 260W, 360W or 460W as applicable, which will be noted on the student's transcript:

- *Pass with Distinction*: Indicates outstanding performance in the briefing note and/or cabinet paper, the reflective essay and the job performance.
- *Pass*: Indicates that performance meets expectations in the briefing note and/or cabinet paper, the reflective essay and the job performance.
- *Fail*: Indicates failing performance in one or more of the briefing note and/or cabinet paper, the reflective essay and/or the job performance.

To be eligible for promotion from the work term and continuation in the PSCE a student must not be awarded a *Fail*. Students should also refer to the University Regulations - General Academic Regulations (Undergraduate). If a student fails the work term the student will be required to withdraw from the PSCE. Such a student may reapply to the program after a lapse of two semesters, at which time the student will be required to repeat the work term with satisfactory performance. A given work term may be repeated only once and only one work term may be repeated in the entire Program.

f. A student who accepts a job placement and who subsequently withdraws from a work term without acceptable cause will be required to withdraw permanently from the PSCE. Students who drop a work term without prior approval from both the DCE coordinator and the designated faculty member, or who do not honour an agreement to work with an employer, or who conduct themselves in such a manner as to cause their discharge from the job, will normally be awarded a grade of *Fail* for the work term in question. Permission to drop a work term does not constitute a waiver of degree requirements and students who have obtained such permission must complete an approved work term in lieu of the one dropped.

g. A student who has already completed a work placement outside of the PSCE may, upon approval of the DCE coordinator and of the designated faculty member, receive an exemption for a maximum of one work term placement in lieu of POSC 260W or 360W. Such a student must provide documentation of completion of a comparable level of work and submit a reflective essay for evaluation by the DCE coordinator. A written evaluation of the student's on-the-job performance will be required from the employer."

Page 159, 2010-2011 Calendar, under the heading 8.27.10 Course Descriptions, amend the Note in 4600 to read as follows:

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“Note: *Credit may be obtained for only one of POSC 4600 and the former POSC 4000. Enrollment constitutes permission for the course administrator to provide the student’s transcript to a potential employer.*”

Credit restriction: Credit cannot be obtained for 4600 and 460W.”

Page 159, 2010-2011 Calendar, under the heading 8.27.10 Course Descriptions, insert new section “8.27.10.1 Work Term Descriptions” and add the following:

“The following Work Terms are requirements for the Bachelor of Arts Honours (Co-operative) and Bachelor of Arts (Co-operative) options only.

260W Work Term 1 for most students this represents their first work experience in a professional environment. They are expected to learn, develop and practice the high standards of behaviour normally expected in the workplace. They are normally required to attend seminars on professional development.

Prerequisites: enrollment in the PSCE; 18 POSC credit hours; a minimum overall average of 65% and a minimum average of 70% in POSC courses; and permission of the designated faculty member.

- Note: 1. *Professional development seminars, delivered by CESC, are presented in the previous semester to introduce and prepare the student for participation in the subsequent work terms. Topics may include, among others: résumé preparation; interview training; work term evaluation; preparation of reflective essays; career planning employment seeking skills; self-employment; ethics and professional concepts; behavioural requirements in the workplace; assertiveness in the workplace; and industrial safety.*
2. *A candidate for a Political Science Honours or Major who completed a minimum of 18 credit hours in Political Science prior to September 2011 and who is not pursuing the co-op option may apply to enroll in POSC 260W. Priority will be given to PSCE students.*

360W Work Term 2 building on their first work term placement students will further develop their knowledge and work-related skills in a position that entails increased responsibility and challenge. Students are expected to demonstrate an ability to deal with increasingly complex work-related concepts and problems.

Prerequisites: enrollment in the PSCE, 27 POSC credit hours; POSC 260W; a minimum overall average of 65% and a minimum average of 70% in POSC courses; and permission of the designated faculty member.

460W Work Term 3 building on their previous work term placements and Political Science course knowledge students will be assigned to a highly challenging position. They should have sufficient academic grounding and work experience to contribute in a positive manner to the problem-solving and management processes needed and practiced in the work environment. Students should become better acquainted with their discipline of study; should observe and appreciate the attitudes, responsibilities and ethics normally expected of professionals; and should exercise greater independence

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and responsibility in their assigned work functions.

Prerequisites: enrollment in the PSCE; a minimum third-year standing and 33 POSC credit hours; POSC 360W; a minimum overall average of 65% and a minimum average of 70% in POSC courses; and permission of the designated faculty member.”

49. Correspondence from the Committee on Senate Elections

Ms. Sheila Singleton, Chair of the Committee on Senate Elections was in attendance to present the following four items.

49.1 Nomination for the Committee on Academic Appeals

A memorandum dated November 29, 2010, was received from the Chair of the Committee on Senate Elections recommending that Dr. Dale Foster be named to the Senate Committee on Academic Appeals for a term expiring August 31, 2013.

It was moved by Mr. Collins, seconded by Mr. Riggs, and carried to approve this nomination.

49.2 Terms of Office of Academic Staff Members on Senate Committees

A memorandum dated November 26, 2010, was received from the Chair of the Committee on Senate Elections noting that the terms of office of elected academic staff members of Senate Committees is not consistent across all committees. Senate By-Laws stipulate that appointments commence on 1 September following the candidate's appointment, and in all but three cases, the term of office is until August 31st of the academic year in which the appointment expires. However, in the case of three committees - the Advisory Committee on the Library, the Advisory Committee on the University Timetable, and the Senate Committee on Undergraduate Studies - terms of office for academic staff members expire April 30th. This leaves these committees with a reduced membership during the summer months, which can impede the conduct of business.

The Committee on Senate Elections is recommending that the Senate By-Laws be amended, allowing terms of office of academic staff members on all standing committees of Senate to expire on August 31st.

It was moved by Mr. Collins, seconded by Mr. Riggs, and carried that the Senate By-Laws be amended as requested above.

49.3 Eligibility to Serve on Senate Committees

A memorandum dated November 26, 2010, was received from the Chair of the Committee on Senate Elections regarding eligibility of academic staff members to serve on Senate Committees.

At a meeting on November 3, 2010, the Committee on Senate Elections discussed two issues related to eligibility to serve on Senate Committees.

1. The Handbook of Senate By-laws and Procedures, II MEMBERSHIP OF SENATE AND ELECTIONS TO SENATE, C. Election of Academic Staff Members, 1. (a) Eligibility to be an elector (I) states: *All*

Eligibility to Serve on Senate Committees (cont'd)

full-time members of the academic staff of the constituencies defined in C.2.(a) below (except the Marine Institute) who are either tenured or beyond their first year in the University and not tenured shall be eligible to be electors. Responses from constituencies, when asked to provide a list of eligible electors according to this definition, show some inconsistency in interpreting *beyond their first year in the University and not tenured*. In some cases, Academic Staff Members with multi-year contracts are included and in other cases, are not.

Having discussed this matter, and recognizing that there are Academic Staff Members in contractual positions who have been with the University for many years, the Committee on Senate Elections recommends that the definition above be interpreted to include such individuals. To remove ambiguity in the definition of eligible electors, the Committee recommends that the phrase *and not tenured* be deleted, and that the definition read: *All full-time members of the academic staff of the constituencies defined in C.2.(a) below (except the Marine Institute) who are either tenured or beyond their first year in the University shall be eligible to be electors.*

It was moved by Mr. Collins, seconded by Dr. McKay, and carried that the Senate By-Laws be amended accordingly.

2. To be eligible to serve on standing Senate committees, academic staff members must be eligible electors, as defined above. Retired academic staff members are therefore not eligible to be appointed to Senate committees. In view of the difficulty of recruiting faculty to serve on Senate committees, and triggered by an expression of interest from a retired faculty member, the Committee discussed the appropriateness of allowing retired faculty to be eligible to serve. It was noted that retirees have demonstrated their commitment to the University, have experience and knowledge to bring to committees and the time and interest to make a further contribution.

The Committee on Senate Elections recommends that the Terms of Reference of the Committee on Committees, 2(a) be modified to read *“In January of each year, the Committee on Committees shall call for volunteers and nominations to fill vacancies on Senate standing committees. Nominations require the signatures of the nominee and one nominator, both of whom must be eligible electors **or retirees who were eligible electors at the time of retirement**, in accordance with Senate regulations. Volunteers, who must also be eligible electors **or retirees who were eligible electors at the time of retirement**, need only submit their own signature to be eligible for nomination by the Committee on Committees.”*

The Committee on Senate Elections noted that both of these recommendations will increase the pool of those eligible to serve on Senate committees. Through the Committee on Committees/Committee on Senate Elections, Senate will continue to ensure that all committees have balanced compositions.

A vigorous discussion then ensued regarding whether or not retirees should be permitted to serve on Senate Committees and covered the following points:

Eligibility to Serve on Senate Committees (cont'd)

- is this the most appropriate solution to the problem of difficulty in recruiting faculty members to serve on Senate Committees?

- what is the most appropriate manner for the University to engage retirees in continued growth and involvement with the University?

- do committee members usually represent constituencies and if so, how could retirees report back to their constituencies on activities of Senate Committees?

- how would Senate determine the appropriate balance between actively serving Academic Staff Members and retirees?

- if Committees are dominated by retirees, would the business of those Committees be swayed by past views as opposed to forward looking points of view?

Following a lengthy discussion, it was moved by Mr. Collins, seconded by Dr. Okshevsky, and carried by a slim majority that this amendment be approved.

49.4 Ad hoc Committee on Lessening Paper-Dependency of Senate

A memorandum dated December 9, 2010, was received from the Chair of the Committee on Senate Elections regarding an ad hoc Committee on Lessening Paper-Dependency of Senate.

At its meeting of April 13th, 2010, the Senate agreed to establish an ad hoc committee to identify ways of making Senate less paper-dependent. The Committee on Senate Elections is now recommending the following Terms of Reference and membership for the ad hoc committee:

MEMBERSHIP:

Nominations/Volunteers

Dr. Gerard Farrell, Faculty of Medicine

Ms. Lisa Goddard, University Library

Mr. Bert Riggs, University Library

Dr. Wilfred Zerbe, Faculty of Business Administration

Graduate student

Undergraduate student(s)

Representative from Computing & Communications

Representative from Distance Education Learning Technologies

Registrar or delegate

Terms of Reference:

1. To investigate and recommend ways that Senate and Senate committees can become less paper-dependent, while ensuring that all members of Senate and its committees, as appropriate, have access to all meeting materials
2. To determine order of magnitude costs of recommended solutions
3. To seek assistance and advice from other units as necessary

The ad hoc Committee will endeavor to report to Senate at its April 2011 meeting.

Ad hoc Committee on Lessening Paper-Dependency of Senate

It was moved by Mr. Collins , seconded by Mr. Walsh, and carried to approve the membership and terms of reference of the ad hoc committee with a friendly amendment to the Terms of Reference to the effect that the Committee would organize a way to enable members of the University community to send suggestions electronically to the committee.

50. Items for Information

- 50.1 The Executive Committee of Senate agreed to forward the following appeal to the Senate Committee on Academic Appeals requesting that the Committee investigate his/her appeal and submit a report to the Senate with its findings and recommendations as expeditiously as possible:

ECS 2009-10: #15 - Appeal against the Special Appeals Committee, School of Graduate Studies, to deny the student's appeal regarding the termination of his/her Ph.D. program.

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

Dr. Kachanoski reported on his activities over the last month noting in particular activities relating to the MUN Pensioners Awards Ceremony, annual meeting between senior university officials and the Mayor and Councillors for the City of St. John's, Christmas Break, progress in the search for Vice-President (Grenfell Campus) and search for Vice-President (Academic). Dr. Kachanoski also reviewed the Registration Statistics for the Winter Semester 2011 noting increases in student enrolment in practically all categories of student attendance.

52. ADJOURNMENT

The meeting adjourned at 4:45 p.m.

CHAIRMAN

SECRETARY