

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
SENATE

The regular meeting of Senate was held on May 14, 2013 at 4:00 p.m. in the Lecture Theatre in the Physical Education Building, Room 2001.

89. PRESENT

The President, Dr. S. Knight, Dr. D. Wardlaw, Mr. G. Blackwood, Dr. M. Bluechardt, Dr. K. Anderson, Ms. S. Cleyle, Dr. F. Murrin (for Dr. N. Golfman), Mr. B. Gardiner, Dr. D. Hardy Cox, Dr. L. Hensman, Dr. S. MacKinnon, Dr. J. McFetridge-Durdle, Dr. G. Naterer, Dr. L. Phillips, Dr. C. Reynolds, Dr. J. Rourke, Ms. S. Singleton, Dr. W. Zerbe, Dr. S. Abhyankar, Dr. F. Basset, Dr. J. Connor, Dr. J. Doré, Dr. A. Fisher, Dr. K. Gallagher, Dr. G. George, Dr. S. Ghazala, Dr. D. Gustafson, Dr. D. Kelly, Dr. D. Kimberley, Dr. S. LeFort, Dr. J. Lokash, Dr. S. Mulay, Dr. M. Mulligan, Mr. B. Riggs, Professor G. Riser, Dr. A. Rose, Dr. C. Sharpe, Professor D. Walsh, Dr. M. Wernerheim, Dr. P. Wilson, Mr. J. Donnelly, Mr. H. Sleem, Mr. A. Woolridge, Mr. W. Brownlee, Ms. J. Dawe, Ms. A. Holloway, Ms. C. Noel, Ms. B. Peddle, Mr. T. Perry, Ms. C. Simms, Mr. J. Van Wijk, Ms. A. Wilson.

Dr. Kachanoski welcomed Mr. Bob Gardiner, Assistant Deputy Minister of Advanced Studies, Department of Education.

Attending by invitation:

Mr. D. Tulett, Faculty of Business Administration
Ms. D. Ball, Senior Policy Analyst

90. APOLOGIES FOR ABSENCE

Apologies were received from Dr. C. Loomis, Dr. M. Abrahams, Ms. L. Busby, Dr. E. Waterman, Dr. S. Corbin-Dwyer, Dr. R. Helleur, Dr. S. Kocabiyik, Dr. D. McKay, Dr. W. Schipper.

91. MINUTES

It was moved by Dr. S. Abhyankar, seconded by Mr. Donnelly, and carried that the Minutes of the regular meeting held on April 9, 2013 be taken as read and confirmed.

CONSENT AGENDA

It was moved by Mr. Riggs, seconded by Dr. Murrin, and carried that the consent agenda, comprising the items listed in 92 to 94 below, be approved as follows:

92. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES

92.1 Faculty of Engineering

Page 241, 2012-2013 Calendar, under the heading 5.5.1 Ocean and Naval Architectural Engineering Major, within Table 6, insert “ENGI 8003” into the Spring, Academic Term 7 elective course list, and delete “ENGI 8003” from the Winter, Academic Term 8 elective course list.

92.2 Department of Archaeology

Page 139, 2012-2013 Calendar, under the heading 10.2 Archaeology, amend the course title of 3515 to read, “3515 Prehistory of Mesoamerica,” and add a Credit Restriction to the course description to read, “CR: the former History 3515.”

Page 139, 2012-2013 Calendar, under the heading 10.2 Archaeology, remove the course “2582 Principles of Historical Archaeology (same as History 2582),” and reinsert it as a 3000-level course with the following Course Title and Credit Restriction changes:

“3582 Historical Archaeology (same as History 3582)

CR: Credit may be obtained for only one of ARCH 3582 or the former ARCH 2582 or Anthropology 3582 or the former History 2582 or History 3582.”

Page 139, 2012-2013 Calendar, under the heading 10.2 Archaeology, amend the prerequisites of the following courses as indicated:

“3584 Historical Anthropology

PR: the former ARCH 2582, ARCH 2480 or any 2000-level History course

3591 Collections Management

PR: one of ARCH 2450 or ARCH 2480 or the former ARCH 2582

3650 Artifacts of Colonial North America

PR: ARCH 2480, the former ARCH 2582 or the permission of the instructor

3710 Museums and Historic Sites

PR: ARCH 2480 or the former ARCH 2582

3750 Archaeology of Warfare

PR: ARCH 2480 or the former ARCH 2582

4015 Cultural Resource Management

PR: ARCH 2480 or the former ARCH 2582

Department of Archaeology (cont'd)

4160-4169 Special Projects in Archaeology

PR: one of ARCH 2450, 2480, 2481, the former 2582 or permission of the instructor

4172 Postcolonial Archaeology

PR: ARCH 2480 or the former ARCH 2582

4190-4199 Selected Topics in Archaeology and Prehistory

PR: one of ARCH 2450, 2480, or the former 2582

4500 Special Topic in Historical Archaeology

PR: ARCH 2480, the former 2582 or permission of the instructor”

Page 104, 2012-2013 Calendar, under the heading 9.3.1.1 First Courses, delete “2582” from Group 1 (Core Courses) and insert “3582” into Group 4 (Topical Courses).

92.3 Department of English

Page 113, 2012-2013 Calendar, under the heading 9.10.1 General Degree, delete clause 4 entirely and renumber remaining clauses accordingly.

92.4 Department of History

Page 161, 2012-2013 Calendar, under the heading 10.17 History, remove the course “3050 History of Warfare to 1789,” and reinsert it as a 2000-level course, amending to read as follows:

“2060 History of War and Society to 1789 is a survey of major developments in the history of warfare from the earliest times to 1789 with particular emphasis on changes in the nature and conduct of warfare, the evolution of military thinking, the organization of military and naval forces, the impact of technological change, and the emergence of professionalism. Emphasis will be placed on how these changes affected war and society.
CR: the former HIST 3050”

Page 161, 2012-2013 Calendar, under the heading 10.17 History, remove the course “3060 History of Modern Warfare since 1789,” and reinsert it as a 2000-level course, amending to read as follows:

“2065 History of War and Society from 1789 to the Present is a survey of the major developments in the nature and conduct of warfare since 1789 including military thinking, the impact of technology, professionalism, the emergence of total war, and non-conventional warfare. Emphasis will be placed on how these developments affected war and society.
CR: the former HIST 3060”

93. REPORT OF THE ACADEMIC COUNCIL OF THE SCHOOL OF GRADUATE STUDIES

93.1 Faculty of Business Administration

Page 560, 2012-2013 Calendar, under the heading 9.1 Qualifications for Admission, amend entire section to read as follows:

- “1. Admission is limited and competitive. To be eligible for consideration for admission to the Master of Business Administration program, an applicant shall:
 - a. normally hold at least a Bachelor’s Degree, with a minimum ‘B’ standing, from an institution recognized by Senate.
 - b. normally have two-years of full-time relevant work experience, or equivalent, deemed acceptable to the Faculty of Business Administration.
 - c. achieve a satisfactory total score on the Graduate Management Admission Test (GMAT), as well as an appropriate balance of verbal and quantitative GMAT score components. Specific information regarding test centres, dates, registration procedure and deadlines can be obtained by contacting the Graduate Management Admission Council at **www.mba.com**.
2. Applicants who did not complete their Bachelor’s degree at a recognized university where English is the primary language of instruction must normally complete either the:
 - a. Test of English as a Foreign Language (TOEFL) and achieve a paper-based score of 580 (or higher), computer-based score of 237 (or higher), or Internet based score of 92-93 (or higher); or
 - b. International English Language Testing System (IELTS) and achieve a score of 7 (or higher).Information regarding the TOEFL is available from the Educational Testing Service at **www.ets.org**. IELTS information is available at **www.ielts.org**. It is noted that other equivalent tests acceptable to the School of Graduate Studies may also be considered.
3. In exceptional cases, applicants who have not completed a Bachelor’s degree, but who meet all other requirements, may be considered for admission. Preference will be given to those who present a high GMAT score, have a minimum of 10 years of full-time managerial and executive experience, and have completed several years of university studies. The Faculty may also take into account relevant professional credentials. Applicants who do not meet normal admission requirements may be required to complete, with a high level of achievement, certain undergraduate courses before being considered for admission.
4. Notwithstanding the above, in exceptional cases, and only on the strong recommendation of the Faculty of Business Administration, consideration may be given to applicants who do not qualify for

admission consideration in accordance with the entrance requirements
Faculty of Business Administration (cont'd)

outlined above. It is noted that the GMAT requirement is never waived.”

Page 560, 2012-2013 Calendar, under the heading 9.3 Procedure for Admission, starting with clause 2. b., amend the rest of the section to read as follows:

- “b. Official transcript from each university or other post-secondary institution previously attended (other than Memorial University), to be sent directly by its Registrar (or equivalent officer) to the School of Graduate Studies. If not recorded on the transcript, official evidence of completion of undergraduate degree must also be submitted.
- c. The official GMAT score report, to be sent directly by the Graduate Management Admission Council. The code number for Memorial University of Newfoundland is LTT-6W-51.
- d. Faculty of Business Administration’s Employment Experience Form.
- e. Where applicable, an official TOEFL or IELTS score report (or another equivalent test acceptable to the School of Graduate Studies), to be forwarded directly by the educational testing service.”

Page 561, 2012-2013 Calendar, delete the entire 9.4 Direct Entry and Advanced Standing section, renumbering the remaining sections accordingly. Amend entire 9.5 Programs of Study section to read as follows:

- “1. The programs of study include:
 - a. a 60 credit hour all-course program as follows: thirty-six credit hours as specified in **Table I**; plus 24 credit hours selected from **Table II** including a minimum of 3 credit hours in the area of international business chosen from 9005, 9020, 9030, 9306, 9326 or another approved International course. Course exemptions may be considered in accordance with Clause c below. In the event that course exemptions are granted, the 60 credit hour program requirement will be adjusted accordingly.
 - b. a 48 credit hour thesis option program as follows: thirty-six credit hours as specified in **Table I**; plus 12 credit hours selected from **Table II** including 9103 and 9 credit hours in courses agreed upon by the student and his or her Supervisor, plus a thesis. Course exemptions may be considered in accordance with Clause c below. In the event that course exemptions are granted, the 48 credit hour program requirement will be adjusted accordingly. Additional courses, which may enhance the research area of the candidate, may be recommended by the Supervisor to the Graduate Research

Programs Committee.
Faculty of Business Administration (cont'd)

- c. The Faculty of Business Administration may consider exemptions for up to 10 (30 credit hours) introductory M.B.A. courses for those applicants who have completed relevant undergraduate courses in Business, Economics and Statistics. Undergraduate courses will normally only be considered for exemption purposes if they were completed within seven years of the year in which admission to the M.B.A program is sought and provided the student achieved a grade of 75% or higher in the undergraduate course(s) required for exemption of the relevant M.B.A course. Only the following introductory M.B.A. courses will be considered for exemption:

- 8103
- 8104
- 8106
- 8108
- 8109
- 8204
- 8205
- 8206
- 8207
- 8208

Applicants who have completed relevant undergraduate courses at institutions external to Memorial University must submit the following information to the M.B.A. Program Office, Faculty of Business Administration, for evaluation:

- a detailed course outline for each course to be considered in the application for advanced standing;
 - a description of the method of evaluation used in each such course, the grades received, and the completion dates.
2. The Faculty of Business Administration reserves the right to restrict candidates from taking particular M.B.A. elective courses if it is deemed that those courses do not add sufficient value beyond courses that the candidate has completed at the undergraduate level.
3. Students are required to observe certain approved co- or prerequisites in scheduling their courses. These are indicated in **Table III**.
4. Students shall successfully complete the requirements of Business 8103 as part of the first 36 credit hours of their programs.”

Page 561, 2012-2013 Calendar, under the heading 9.6 Evaluation, delete clause 1 and amend the last clause to read as follows:

- “3. To remain in the program, a candidate who obtains a final grade of ‘C’ or ‘D’ in any course must repeat that course when next offered,

and obtain a minimum grade of ‘B’. In the case of an elective course,
Faculty of Business Administration (cont’d)

a replacement course approved by the Faculty of Business Administration may be substituted for the course. Only two such repetitions/replacements shall be permitted in the candidate’s graduate program. Should a grade of less than ‘B’ be obtained in a repeated or replacement course, the candidate shall be required to withdraw from the program.”

Page 562, 2012-2013 Calendar, under the heading 9.7 Courses, 1) delete the first line, beginning “The schedule of courses...”; 2) delete from Table I, under the course entry for “8204,” the phrase “or B8210 Labour Relations”; and 3) delete Table II entirely and renumber remaining tables accordingly.

Page 562, 2012-2013 Calendar, under the heading 9.7 Courses, amend Table III to read as follows:

“Table II - Master of Business Administration Schedule of M.B.A. Electives *

<ul style="list-style-type: none"> • 8001-005 Special Topics • 8202 Advanced Managerial Accounting • 8203 Management Science • 8210 Labour Relations • 9001-9019 Special Topics (excluding 9013) • 9013 Collective Agreement Administration and Arbitration • 9020 International Human Resource Management • 9021 Data Management • 9022 Information Systems Analysis and Design • 9023-9050 Special Topics (excluding 9030) • 9030 International and Comparative Industrial Relations • 9103 Research in Management • 9301-9303 Research Project • 9306 International Strategic Management • 9308 New Venture Creation • 9309 Marketing Management • 9310 Management Science Applications 	<ul style="list-style-type: none"> • 9311 Seminar in Human Resource Management • 9312 Financial Management • 9314 Business and Taxation Law • 9315 Advanced Financial Accounting • 9316 Information Systems Management • 9317 Current Topics in Management • 9318 Marketing Communications Management • 9320 Investments and Portfolio Management • 9322 Strategic Management of Technology and Innovation • 9323 Financial Forward, Futures, and Options Markets • 9324 Gender, Work and Organizations • 9326 International Finance • 9328 Change Management • 9329 Labour Law • Up to 6 credit hours in courses from other graduate programs within the School of Graduate Studies, as approved by the Dean of Graduate Studies on the recommendation of the Faculty of Business Administration
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* A selection of electives will be offered to meet the requirements of candidates as far as the resources of the Faculty of Business Administration will allow.”

Faculty of Business Administration (cont'd)

Page 562, 2012-2013 Calendar, under the heading 9.7 Courses, delete Table IV and renumber remaining table accordingly.

Page 562, 2012-2013 Calendar, under the heading 9.7 Courses, add the word “Nil” to the Prerequisite/Co-requisite column for the required course 8108, and for the elective course 9020 amend the Prerequisite/Co-requisite column to read “Nine courses completed including 8204 or admission to the MER program”.

94. REPORTS OF SENATE COMMITTEES

Written reports were received for the information of Senators from the following Senate Committees:

- Senate Committee on Course Evaluation
- Grenfell Campus Committee on Special Admissions
- Committee on Honorary Degrees and Ceremonial
- Senate Committee on Academic Appeals
- Executive Committee of Senate
- Senate Committee on Elections and Committees
- Senate Advisory Committee on the Bookstore
- University Committee on Admissions
- Senate Committee on Undergraduate Studies
- Senate Committee on Copyright
- Senate Advisory Committee on the Library

REGULAR AGENDA

95. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES

95.1 Office of the Registrar

It was moved by Mr. Riggs, seconded by Dr. Kimberley, and carried that on page 61, 2012-2013 Calendar, under the heading 3.2 English Language Proficiency Requirements, delete regulations 3.2.3 to 3.2.9 and replace with the following:

“3.2.3 Memorial University of Newfoundland's Intensive English Program

Applicants are required to successfully complete Memorial University of Newfoundland's Intensive English Program (IEP) assessment with an acceptable score, as noted below (section 3.2.4 Standardized Tests), on the CAEL administered by the University. Information regarding Memorial University of Newfoundland's IEP can be found in the Faculty of Arts section of the Calendar. Further information regarding the IEBP-G program can be

found in the Grenfell Campus section of the Calendar.
Office of the Registrar (cont'd)

3.2.4 Standardized Tests

Applicants proving English Proficiency through one of the following forms may be required to write a placement test prior to the commencement of classes to determine the appropriate course in English for which they should register. For further information refer to English Language and Mathematics Placement Tests. The official results of the following standardized tests must be forwarded to Memorial University of Newfoundland directly from an authorized test reporting centre.

1. **Test of English as a Foreign Language (TOEFL):** A minimum score of 79 with at least 20 in each of Reading and Writing, and no less than 17 in Listening and Speaking is required on the internet-based TOEFL. Information regarding the TOEFL program is available from the Educational Testing Service (ETS), TOEFL/TSE Services, P.O. Box 6151, Princeton, New Jersey, U.S.A., 08541-6151, from U.S. embassies or consulates, or from offices of the U.S. Information Services.
2. **International English Language Testing System (IELTS):** A minimum overall band score of 6.5, with at least band 6 in each of Writing and Reading. Information regarding the IELTS may be obtained from the IELTS Subject Officer, University of Cambridge Local, Examinations Syndicate, 1 Hills Road, Cambridge, CB1 2EU, U.K. or via www.ielts.org/.
3. **Canadian Academic English language (CAEL) Assessment:** Minimum band scores between 50 and 60 in each of the four skills tested (Reading, Writing, Listening, Speaking), with at least two band scores of 60 are required on the CAEL Assessment. Information regarding the CAEL Assessment may be obtained from the Ottawa Test Centre, School of Linguistics and Applied Language Studies, Carleton University, 215 Paterson Hall, 1125 Colonel By Drive, Ottawa, Ontario, K1S 5B6.
4. **Cambridge English for Speakers of Other Languages (ESOL):** A minimum grade of "B" in the Certificate of Advanced English (CAE) or a minimum grade of "C" in the Certificate of Proficiency in English (CPE) are required. Information regarding these examinations may be obtained from University of Cambridge ESOL Examinations, 1 Hills Road, Cambridge, CB1 2EU, U.K. or via www.cambridgeESOL.org.
5. **Canadian Test of English for Scholars and Trainees (CanTEST):** Minimum band scores of 4.5 in the listening comprehension and reading comprehension sub-tests and a score of 4 in writing are required on the CanTEST.
6. **Michigan English Language Assessment Battery (MELAB):** A minimum score of 85 is required on the MELAB. Information on the MELAB testing program may be obtained from the Testing and Certificate Division, University of Michigan, 2001 North University

Building, Ann Arbor, Michigan, U.S.A., 48109-1057.
Office of the Registrar (cont'd)

3.2.5 Other

Other forms of proof of English language proficiency, acceptable to the University Committee on Admissions, may be considered.”

95.2 General Academic Regulation 5.7.1

It was moved by Mr. Riggs, seconded by Professor Walsh, and carried that on page 72, 2012-2013 Calendar, under the heading 5.7.1 Scheduling of Examinations, in clause three, remove the third sentence, beginning “Courses taught outside,” and reinsert it at the end of the paragraph.

96. REPORT OF THE ACADEMIC COUNCIL OF THE SCHOOL OF GRADUATE STUDIES

96.1 Memorial University Policy on Posthumous Award of Degrees - Joint Submission

A Joint submission for Memorial University Policy on Posthumous Award of Degrees was received from Noreen Golfman, Dean, School of Graduate Studies, and Sheila Singleton, Registrar *pro tempore*. Currently, Memorial University does not have a formal policy governing the posthumous award of a degree. While the absence of a formal policy has not precluded the University from previously granting degrees posthumously (albeit rarely and only at the undergraduate level), it has only been done in circumstances where it could be confirmed that the deceased student had either (i) successfully completed all requirements for the particular degree program, or (ii) was eligible and approved for Aegrotat Status for the remaining program requirements in accordance with general undergraduate regulation 5.8.7 which states as follows:

5.8.7 Aegrotat Status

1. Students in their final semester or session before graduation, who have been absent from a final examination where one has been scheduled or who have been prevented from completing the semester's or session's work, for reasons which qualify them to write a deferred examination, may, in exceptional circumstances, be given credit for the course on the recommendation of the Senate Committee on Undergraduate Studies.

2. Application for aegrotat status, with full details duly authenticated, must be made to the Registrar, indicating each course for which the application is being made, within one week after the last day of final examinations.

Memorial University Policy on Posthumous Award of Degrees - Joint Submission (cont'd)

With a view to ensuring that the University has clear criteria, guidelines and procedures governing this matter which (i) can be consistently applied, (ii) give due attention to academic and institutional integrity and (iii) are sensitive to the family's loss and their wish to recognize the academic achievements of their loved one, the following policy has been developed to afford consideration for those students who were close to completion of their degree at the time of their death, but would not have been eligible for Aegrotat Status consideration.

In the process of developing this policy, the results of a recent survey on the matter as carried out by the Ontario University Registrars Association (OURA) and posted on the website of the Association were considered.

It was moved by Dr. Murrin, seconded by Mr. Donnelly, and carried that the following be included in the Digest of Senate Decrees and Resolutions on page 43 with the heading "Degrees, Policy on Posthumous Award":

"Memorial University Policy on Posthumous Award of Degrees

At the request of the family of a deceased student, Memorial University will consider the award of a posthumous degree where the student has successfully completed all requirements of his or her program or, with due consideration to academic and institutional integrity, has sufficiently met the requirements to be awarded the degree posthumously, normally in accordance with the minimum criteria as outlined below.

Procedures and Criteria:

The request for consideration must be submitted to the University Registrar (for undergraduate degrees) or the Dean of the School of Graduate Studies (for graduate degrees) who will verify the death of the student and ascertain his or her enrollment status and academic standing. The University Registrar or Dean of the School of Graduate Studies, as appropriate, will initiate and oversee the process for consideration and approvals as noted below.

A. Undergraduate degrees

An undergraduate degree may be awarded posthumously provided that:

- a) The student had successfully completed a minimum of 75% of the degree requirements and/or was enrolled in the final year of his or her program;
- b) The student was in good academic standing of a high enough standard that eventual graduation was expected;

- c) A favourable recommendation for award of the posthumous degree

Memorial University Policy on Posthumous Award of Degrees - Joint Submission (cont'd)

is received from the Dean of the relevant Faculty/School, supported by the department of the student's Major, if applicable;

- d) Final Senate approval is granted.

B. Graduate Degrees

A graduate degree may be awarded posthumously provided confirmation of the following in accordance with the deceased student's program of study:

- a. For course-based masters programs, confirmation that:
- i. The student had successfully completed a minimum of 75% of the degree requirements and/or was enrolled in the final year of his or her program;
 - ii. The student was in good academic standing of a high enough standard that eventual graduation was expected;
 - iii. A favourable recommendation for the award of the posthumous degree has been received from the Dean of the relevant Faculty/School, with evidence of the support of the Head of the department of the student's area of specialization, if applicable;
 - iv. Final Senate approval has been granted.
- b. For thesis or major research/project report programs, confirmation that:
- i. The student had successfully completed all required courses for the program and submitted a suitable draft of the thesis or major research/project report;
 - ii. The student was in good academic standing of a high enough standard that eventual graduation was expected;
 - iii. A favourable recommendation for the award of the posthumous degree is received from the Dean of the relevant Faculty/School, with evidence of the support of the student's primary supervisor (and Head of the student's area of specialization, if applicable), and verifying the student's program standing;
 - iv. Final Senate approval has been granted.

Provided the final decision of Senate is favorable, the degree will customarily be conferred at the next regularly scheduled Convocation, following which it will either be mailed to the family with an appropriate covering letter or presented by an appropriate University official to the family in a private gathering. A notation of 'Degree granted posthumously' will appear on the transcript but not on the parchment."

97. Accommodations for Students with Disabilities Policy

A memorandum dated April 23, 2013, along with a revised draft of the policy and its related procedures, was received from Dr. Cecilia Reynolds, Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies, regarding Accommodations for Students with Disabilities Policy.

In 2006, the Board of Regents adopted a policy on *Academic Accommodations for Students with Disabilities*. Since that time, the Human Rights Code of Newfoundland and Labrador was replaced by the provincial *Human Rights Act*, SNL 2010 and the case law in the area has evolved to place a higher standard on the duty to accommodate students with disabilities. Therefore, the 2006 policy has been revised and updated, the most significant change of which is the broadening of the policy's focus by striking "Academic" from its title and providing for a policy that provides for both academic and non-academic accommodations.

Before the Vice-Presidents' Council finalizes the policy and procedures, for review by the President, in advance of submitting to the Board of Regents for final approval, the endorsement of the Senate is being sought.

A memorandum dated May 6, 2013, was received from Jennifer Porter, Deputy Registrar and Secretary, Senate Committee on Undergraduate Studies (Acting), advising that at a meeting held on May 3, 2013, the Senate Committee on Undergraduate Studies had the opportunity to consider the Policy. While it was the decision of the Committee to endorse Sections 1. - 6. of the Policy, the following point was raised:

- With regard to Section 4.7.iii., the Committee felt there should be a statement in the document indicating that the student is responsible for re-submitting all required documentation should s/he choose to return to studies following a period of withdrawal that extends beyond three years.

The remaining sections of the document which outline the procedures for arranging student accommodations; for documentation regarding a student's request; and for addressing when a student request cannot be arranged will be reviewed at a future meeting of the Senate Committee on Undergraduate Studies.

Dr. Reynolds noted that the document gives the reasons why this policy was developed and that Donna Ball, Senior Policy Analyst, was in attendance to answer any questions.

MUNSU expressed their gratitude for this new policy. Some Senators questioned whether it included the Labrador Institute, Stephenville, Harlow etc. It was agreed an appropriate change in scope be considered as a friendly

amendment to the document before forwarding to the Board of Regents.

Accommodations for Students with Disabilities Policy (cont'd)

It was moved by Dr. Reynolds, seconded by Dr. Wilson, and carried that Senate endorse this document and forward to the Board of Regents for approval.

98. Continued Use of HKR Lecture Theatre for Senate

The President noted that the HKR Lecture Theatre works well for Senate meetings and that E5014 is being repurposed.

It was noted by a Senator that sometimes it is difficult to hear people when they speak and that they should stand up to speak.

The President noted that they are looking at other options for a room which is more parliamentary style and will look at future proposals. He pointed out that space is a problem on this campus.

99. Senate By-Law V.B. Professor Emeritus - Criteria, Procedures

A memorandum dated April 17, 2013, was received from the Secretary, Committee on Honorary Degrees and Ceremonial *pro tempore*, recommending to Senate approval of amendments to B. Professor Emeritus–Criteria, Procedures.

Some Senators questioned full-time faculty member in the phrase “... who, at the time of their retirement, were full-time academic staff members ...”. They questioned whether or not it included faculty who were part-time at the time of their retirement. It was agreed to remove the word “full-time” as a friendly amendment.

It was moved by Ms. Singleton, seconded by Dr. Phillips, and carried to approve the following amendments along with the friendly amendment as follows:

“B. Professor Emeritus--Criteria, Procedures

1. The Committee on Honorary Degrees and Ceremonial shall receive suggestions for and shall present to the Senate nominations for the title of Professor Emeritus for eventual approval by the Board of Regents.

2. The title of Professor Emeritus is open only to highly distinguished faculty members who, at the time of their retirement, were full-time academic staff members of Memorial University of Newfoundland and retired members of the faculty of Memorial University of

~~Newfoundland~~ whose contributions to the University were substantially above the norm for their discipline. To be eligible, a

Senate By-Law V.B. Professor Emeritus - Criteria, Procedures (cont'd)

person must have served at least ten years as a regular full-time faculty member at this University and must have held the rank of Professor upon retirement.

3. The prime criteria for nomination shall be a sustained and superlative record as a scholar, as a teacher, or *in service to the university or to the community* ~~as an academic administrator~~ or any combination of these. In determining which candidates within a Department, School or Faculty are suitable for nomination to this category, comparison should be made with Professores Emeriti who have been appointed during the previous five years and with members of the faculty who are retired or are due to retire within the next five years.”

100. Approval of Professor Emeritus Nominations by Senate

A memorandum dated April 17, 2013, was received from the Secretary, Committee on Honorary Degrees and Ceremonial *pro tempore*, regarding the approval of Professor Emeritus Nominations by Senate.

At a meeting held on April 9, 2013, Senate approved names of candidates for the award of the title of Professor Emeritus for eventual consideration by the Board of Regents.

At a meeting held on April 16, 2013, the Committee on Honorary Degrees and Ceremonial discussed the volume of material presented to Senate and the difficulty of not being able to read all the material in a short time span. The Committee is suggesting the approval of Professor Emeritus Nominations be dealt with in a similar way as the approval of Honorary Degree Candidates in that either a one-page summary is provided or the letter from the Dean plus the letter from the Department Head of Arts or Science is provided.

The Committee is forwarding this suggestion to Senate for their consideration.

It was moved by Ms. Singleton, seconded by Mr. Riggs, and carried to approve this suggestion.

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

Dr. Kachanoski reported on his activities since the last meeting of Senate, noting in particular the full day Emergency Management Exercise on the St. John's Campus on May 13 and extended thanks to all participants. He

attended the Grenfell Campus Convocation on May 10th and looks forward to the St. John's Convocation at the end of the month, where nine sessions

Remarks from the Chair - Questions/Comments from Senators (cont'd)

are scheduled and where the new Chancellor, Dr. Susan Knight, will be installed. He hopes to see everyone at Convocation.

He referenced the planning of events to recognize the 100th anniversary of WW1, and thanked the committee for its work, which has included broad consultations and identified substantive events of celebration.

He extended congratulations to Ms. Lynn Morrissey and ENACTUS Memorial on winning the Atlantic Regional Competition and placing second nationally and acknowledged the Power Corporation of Canada donation of \$500,000.

He attended the AUCC President's Forum on Public Engagement, where he chaired a session, and Forum on Financial Sustainability.

He advised Senate that a meeting will be held on June 11th if the University's new Student Code of Conduct is ready for discussion; he hopes to be able to provide a budget update in the near future.

Mr. Riggs noted that the Senate Committee on Undergraduate Studies met on May 3rd at Grenfell Campus and had a remarkable day. He encourages everyone to take advantage of any opportunity to meet at Grenfell Campus.

The President noted that the Board of Regents also met at Grenfell Campus and has raised with the Board of Regents the possibility of Senate meeting at other campuses as we are a multi-campus institution.

102. ADJOURNMENT

The meeting adjourned at 4:50 p.m.

CHAIRMAN

SECRETARY