

MEMORIAL UNIVERSITY OF NEWFOUNDLAND  
SENATE

The regular meeting of Senate was held on November 18, 2014 at 4:00 p.m. in the Lecture Theatre in the Physical Education Building, Room 2001.

27. PRESENT

The President, Dr. D. Neville (for Dr. N. Golfman), Mr. G. Blackwood, Dr. M. Bluehardt, Dr. A. Surprenant (for Dr. M. Abrahams), Dr. K. Anderson, Ms. L. Busby, Dr. H. Carnahan, Ms. S. Cleyle, Dr. D. Hardy Cox, Dr. C. Marra, Dr. F. Murrin, Dr. G. Naterer, Dr. L. Phillips, Dr. C. Reynolds, Dr. J. Rourke, Ms. S. Singleton, Dr. E. Waterman, Dr. W. Zerbe, Dr. S. Abhyankar, Dr. F. Basset, Dr. S. Carr, Dr. A. Fiech, Professor A. Fisher, Dr. I. Fleming, Dr. D. Ford, Dr. T. Fridgen, Dr. G. George, Dr. M. Haghiri, Dr. D. Kelly, Dr. D. McKay, Dr. M. Mulligan, Mr. B. Riggs, Dr. A. Rose, Mr. P. Ryan, Dr. K. Simonson, Dr. D. Tulett, Professor D. Walsh, Dr. P. Wang, Dr. M. Wernerheim, Mr. H. Al-alaily, Ms. A. Gilbert (for Mr. A. Gee), Mr. S. Kennedy, Ms. K. Maxwell, Mr. R. Murphy, Mr. M. O'Keefe, Ms. E. Philpott, Ms. C. Simms.

**Welcome New Senators**

Dr. Morteza Haghiri, Grenfell Campus  
Dr. Dianne Ford, Faculty of Business Administration

**Welcome New MUNSU Senate Representative**

Emily Philpott

**Welcome**

Dr. Cecilia Reynolds, Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies, who will be giving a presentation on Phases II and III of the implementation plan for the realignment of the Deputy Provost portfolio.

28. APOLOGIES FOR ABSENCE

Apologies were received from Dr. R. Gosine (for Dr. R. Marceau), Dr. A. Gaudine, Dr. C. Callahan, Dr. S. Kocabiyik, Ms. C. Molloy, Dr. S. Mulay, Ms. T. Nielson.

29. MINUTES

It was moved by Dr. Abhyankar, seconded by Professor Fisher, and carried that the Minutes of the regular meeting held on October 14, 2014 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 30 to 33 below, be approved as follows:

30. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES

30.1 Grenfell Campus

Page 322, 2014-2015 Calendar, under the heading 12.10.4 Modern Literature, insert a new special topics block, “ENGL 4861-70” (abbreviated title: Special Topics: Modern Literature), to read as follows:

“**4861-70 Special Topics in Modern Literature** is a variety of topics to be offered as resources permit.

PR: Successful completion of at least 6 credit hours in English courses at the third-year level.”

Page 295, 2014-2015 Calendar, under the heading 7.1.2 Concentrations, insert the special topics block “4861-70” into the course list under subsection 3. Modern Literature Concentration.

30.2 Online Proctoring/Invigilation Procedures - DELTS

A memorandum dated October 15, 2014, was received from the Secretary, Senate Committee on Undergraduate Studies regarding Online Proctoring/Invigilation Procedures - DELTS.

At a meeting held on 2 October 2014, DELTS provided a presentation to the Senate Committee on Undergraduate Studies regarding Online Proctoring.

Following consideration, it was the decision of the Senate Committee on Undergraduate Studies that online invigilation be recognized as an acceptable method of examination invigilation at Memorial University.

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

31.1 Earth Sciences

Page 619, 2014-2015 Calendar, under the heading 25.11.2 Courses amend the course title of “6105” to read as follows:

“6105 Advanced Field Courses in Applied Geophysics (may be offered in accelerated format)”

Earth Sciences (cont'd)

Page 647, 2014-2015 Calendar, under the heading 31.8.2 Courses amend the course title of “6105” to read as follows:

“6105 Advanced Field Courses in Applied Geophysics (may be offered in accelerated format)”

31.2 Anthropology

Page 641, 2014-2015 Calendar, under the heading 31.1.1 Program of Study, amend clause 5 to read as follows:

“5. Student will normally be required to successfully complete four courses during their first three semesters in the program: Anthropology 6300 and 6890, and two other courses, to be determined by the supervisory committee. The supervisory committee may also require the candidates to complete additional graduate courses.”

31.3 Folklore - M.A. Program

Page 562, 2014-2015 Calendar, under the heading 8.12.1 Program of Study, amend clause 2.c.i. by inserting the word “Normally” at the beginning of the final sentence before the bullets, as follows:

“Normally the required courses are:”

31.4 Folklore - Ph.D. Program

Page 654, 2014-2015 Calendar, under the heading 31.14.1 Program of Study, amend 4.a. by deleting the last sentence and replacing with the following:

“The committee will recommend to the Dean of Graduate Studies a grade of PWD (pass with distinction), PAS (pass), REX (re-examination), FAL (fail).”

31.5 History

Page 567, 2014-2015 Calendar, under the heading 8.16 History, amend the name of the Head of the Department to read as follows:

“T. Bishop-Stirling”

Page 567, 2014-2015 Calendar, under the heading 8.16.1 Program of Study, after number 3 new numbers 4 and 5 to read as follows, and renumber remaining bullet accordingly:

“4. Students will be required to successfully complete HIST 6190 prior to taking HIST 6200.

History (cont'd)

5. Students will be required to successfully complete HIST 6200 before writing the Major Research Paper or thesis.”

31.6 Political Science

Page 569, 2014-2015 Calendar, under the heading 8.19.1 Program of Study, amend clause 1.a. to read as follows:

- “a. Students choosing the M.A. with thesis must complete a minimum of 12 credit hours in political science graduate program courses. 3 credit hours must be attained from either POSC 6000 or 6010. Further courses beyond the minimum number may be required, depending on the background and needs of the student.”

Page 569, 2014-2015 Calendar, under the heading 8.19.1 Program of Study, amend clause 2.a. to read as follows:

- “a. Students choosing the M.A. with internship must complete a minimum of 24 credit hours in political science graduate program courses. 12 credit hours must be attained from POSC 6030, 6031, and 6790. 3 credit hours must be attained from either POSC 6000 or 6010. Further courses beyond the minimum number may be required, depending on the background and needs of the student.”

Page 569, 2014-2015 Calendar, under the heading 8.19.1 Program of Study, amend clause 3.a. to read as follows:

- “a. Students choosing the M.A. with research paper must complete a minimum of 24 credit hours in political science graduate program courses. 9 credit hours must be attained from either POSC 6999. 3 credit hours must be attained from POSC 6000 or 6010.”

32. CORRESPONDENCE FROM THE SENATE COMMITTEE ON ELECTIONS AND COMMITTEES

32.1 Report of the Senate Committee on Elections and Committees: Academic Unit Planning Committee Membership

A memorandum dated October 21, 2014, was received from the Committee on Elections and Committees which recommended the approval of nominations to the Academic Unit Planning Committee. The Senate agreed that the following nominations be approved:

Report of the Senate Committee on Elections and Committees: Academic Unit Planning Committee Membership (cont'd)

**Academic Unit Planning Committee                      Member until August 31**

Dr. Linda Hensman (Pharmacy)	2015
Dr. Linda Rohr (Human Kinetics and Recreation)	2015
Dr. Jacqueline Walsh (Grenfell Campus)	2016
Ms. Beverly Fleet (Marine Institute)	2016
Dr. George Mann (Engineering and Applied Science)	2017
Dr. Peter Warburton (Chemistry)	2017
Ms. Brittany Lennox (MUNSU)	2015 (April 30)

33. REPORTS OF SENATE COMMITTEES

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

- Grenfell Campus Committee on Special Admissions
- Executive Committee of Senate
- Committee on Honorary Degrees and Ceremonial
- Senate Advisory Committee on the University Timetable
- Senate Committee on the University Calendar
- Senate Advisory Committee on the Bookstore
- University Committee on Admissions
- Senate Committee on Elections and Committees
- Senate Advisory Committee on the Library
- Senate Committee on Undergraduate Studies

The Senate Committee on Elections and Committee held a call for volunteers/nominations for membership on the Ad hoc Committee on Senate Reform, a committee approved by Senate at its 14 October 2014 meeting. The following volunteers/nominations for membership on the Ad hoc Committee on Senate Reform were approved:

- Dr. Greg Naterer (Engineering)
- Mr. Paul Ryan (Marine Institute)
- Ms. Donna Walsh (Arts)
- Dr. Walter Okshevsky (Education)
- Mr. Bert Riggs (Library)
- Dr. Donald McKay (Medicine)
- Dr. Linda Hensman (Pharmacy)
- Dr. Glyn George (Engineering)
- Dr. Michael Van Zyll de Jong (Grenfell Campus)
- Mr. Sean Kennedy (MUNSU)
- Ms. Chelsea Noel (GCSU)
- Ms. Tanya Nielsen (GSU)

**REGULAR AGENDA**

34. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES

34.1 Prior Learning Assessment and Recognition (PLAR)

It was moved by Mr. Riggs, seconded by Dr. Ford, and carried to delete from page 64, 2014-2015 Calendar, section 4.5 Transfer Credit to section 4.6 Challenge for Credit inclusive and replace with the following:

**“4.5 Transfer Credit**

Applicants wishing to be considered for advanced standing or transfer credit must submit, in addition to the Application for Admission/Readmission, an Application for Transfer Credit Evaluation which can be obtained from the Office of the Registrar.

Official transcript(s) and calendar descriptions and/or outlines of courses claimed for credit are also required and should be sent directly to Memorial University of Newfoundland from the institution attended.

In order to allow sufficient time for evaluation, these documents should be received at least two months prior to the commencement of the registration period for the semester to which the applicant is seeking admission. It is the student's responsibility to provide the pertinent documents, and until they are received, the Office of the Registrar is unable to commence an evaluation or to advise students of their standing at this University. The award of transfer credit is subject to the following regulations:

- When transfer credit is awarded for work completed at another institution, only equivalent Memorial University of Newfoundland course(s) and credit(s) are recorded on the Memorial University of Newfoundland transcript. Grades received from other institutions are not recorded nor included in averages.
- Applicants who have not received the results of a transfer credit evaluation prior to the assigned registration time for the semester in which they propose to begin studies should contact the Admissions Office for further assistance.
- Memorial University of Newfoundland will consider for transfer credit courses for which credit has been granted through a Prior Learning Assessment and Recognition process by another recognized university or college.
- Award of credit will be subject to University Regulations and evaluation and recommendation by the appropriate academic unit(s).
- The applicability of all transfer credits, whether specified or unspecified, is subject to appropriate program regulations.
- Information regarding course equivalencies can be obtained from the Admissions Office, Office of the Registrar.

### Prior Learning Assessment and Recognition (PLAR) (cont'd)

Outlined below are the various categories for which transfer credit may be considered.

#### **4.5.1 College Board Advanced Placement (AP) ©**

- Award of credit for AP courses will be subject to the achievement of a minimum grade of 3 in each subject claimed for credit (in certain subjects a minimum grade of 4 may be required).

#### **4.5.2 Enriched Courses and Ontario Grade XIII/OAC**

- Certain Grade XII enriched courses and certain Ontario Grade XIII/OAC subjects may be recognized for introductory (normally first year) credits, where applicable, provided that the subjects claimed for credit are recommended as equivalent to Memorial University of Newfoundland courses by the relevant University academic unit(s). In addition, the applicant must have obtained an overall average in these courses of not less than 65% with a passing grade in each subject claimed for credit. Applicants who have not obtained the overall average requirement of 65% in these courses will be required to have obtained a mark of not less than 65% in individual subjects claimed for credit.

#### **4.5.3 Advanced or Higher Levels**

- The “Advanced Level” subjects of the General Certificate of Education will generally be accepted for credit to a maximum of 12 credit hours in each subject provided that a minimum grade of ‘D’ in each subject claimed for credit has been obtained.
- The “Higher Level” subjects of the Scottish Leaving Certificate will generally be accepted for credit at the first year level.

#### **4.5.4 International Baccalaureate Diploma**

- Memorial University of Newfoundland will consider for transfer credit the “Higher Level” subjects and certain “Standard” or “Subsidiary” level subjects, provided that the subjects claimed for credit are recommended as equivalent to Memorial University of Newfoundland courses by the relevant University academic unit(s), and the candidate has achieved a minimum grade of 4 in individual subjects claimed for credit. In certain subjects a minimum grade of 5 may be required.

Prior Learning Assessment and Recognition (PLAR) (cont'd)

**4.5.5 Member Institutions of the Association of Universities and Colleges of Canada (AUCC)**

- All university-level course work completed by transfer students during the first two years of university study taken at universities/colleges that are ordinary members of the Association of Universities and Colleges of Canada (AUCC) will be recognized for transfer credit. In the first instance, the evaluation of such course work for appropriate credit will be conducted by University academic units. In instances where appropriate credit cannot be granted by academic units or where no University academic unit exists at this University for the evaluation of particular transfer credits, the Office of the Registrar will award the appropriate unspecified credits in an unspecified discipline.
- Applicants who have completed course work beyond the first two years of university study may be considered for further transfer credit subject to evaluation and recommendation by the appropriate academic unit(s) and University Regulations.

**4.5.6 Other Universities, Colleges and Institutes**

- Memorial University of Newfoundland may recognize for transfer credit certain courses offered by the College of the North Atlantic, the Fisheries and Marine Institute of Memorial University of Newfoundland, and certain other community colleges, technical colleges, institutes and CEGEPs.
- Memorial University of Newfoundland may recognize for transfer credit certain courses offered by other recognized universities or university colleges.

**4.5.7 Caribbean Advanced Proficiency Exams**

- Memorial University of Newfoundland may recognize for transfer credit certain courses completed through the Caribbean Advanced Proficiency Examinations. These examinations will generally be accepted for credit to a maximum of 12 credit hours for each 2 unit course and 6 credit hours for each 1 unit course.

**4.6 Prior Learning Assessment and Recognition (PLAR)**

Memorial University of Newfoundland recognizes that learning may occur outside a formal institutional setting through professional or personal experience or through participation in unaccredited learning. Students of Memorial may be eligible for the award of credit for informal or non-formal learning in specific circumstances.

Where PLAR is offered, it is available only to those students who have applied for admission or who are currently registered at the University. PLAR at Memorial University is subject to the following regulations and procedures:

Prior Learning Assessment and Recognition (PLAR) (cont'd)

- The recognition of informal learning, assessed on the basis of recognized professional achievement, may exist in the form of program admission, advanced placement, or academic credit in selected programs. Students are advised to consult the regulations governing programs of interest in the appropriate section of the University Calendar for further information.
- The recognition of learning that has not been recognized through the award of credit, for the purposes of determining pre-requisite waiver eligibility, may be approved by academic units on the basis of interviews or a review of unofficial documents. Students are advised to contact the academic unit offering the course(s) involved for further advice.
- Assessment of learning in the form of written or practical challenge examinations may be offered at the discretion of academic units. Recognition of learning assessed through challenge examinations is subject to the regulations outlined below.
- PLAR may be used to receive credit for Work Terms or Internships at the discretion of the individual faculty or school.

**4.6.1 Challenge for Credit**

Where challenge for credit is offered, it is available under the following conditions:

1. Applications to challenge for credit are available at the Office of the Registrar. Completed applications must be submitted to the Office of the Registrar and must receive approval from the head of the academic unit offering the course(s). The academic unit may require documentary material from the student and/or an interview before making its decision whether or not to accept the challenge. The academic unit involved will be responsible for deciding the scheduling and appropriate method of evaluation, which may consist of a variety of possible modes of evaluation including written, practical and oral.
2. A student who has applied for transfer credit evaluation may not apply to challenge for credit until the transfer credit evaluation has been completed.
3. For the purpose of satisfying the regulations governing residence requirements for a first degree and residence requirements for a second degree under General Academic Regulations (Undergraduate), a successful challenge for credit shall be considered the equivalent of a transfer credit and shall be recorded on the transcript as a pass (PAS). Challenge grades are not included in averages. For further information refer to Residence Requirements for a First Degree and Residence Requirements for a Second Degree.

Prior Learning Assessment and Recognition (PLAR) (cont'd)

4. The appropriate fee must be paid at the time of application. For further information refer to Fees and Charges. If the application is accepted for consideration, the fee is not refundable nor is the student permitted to withdraw the challenge.”

34.2 6.11 Academic Misconduct

A memorandum dated October 15, 2014, was received from the Deputy Registrar and Secretary, Senate Committee on Undergraduate Studies, regarding revisions to Section 6.11 Academic Misconduct.

Mr. Riggs gave an overview of the changes to 6.11 Academic Misconduct. It was then moved by Mr. Riggs and seconded by Dr. Murrin that these changes be approved.

Concerns were raised regarding the clarity of the regulations, specifically those sections pertaining to the document retention plan referred to in 5.11.10 Disposition of Documentation and the academic appeals procedures mentioned in 5.11.6.1 General Information.

After discussing the intent of the proposed regulation changes, it was moved by Mr. Riggs, seconded by Dr. Tulett, and carried that this item be tabled until the Senate Committee on Undergraduate Studies can review these regulations for clarity.

34.3 Penalties for Academic Misconduct

It was moved by Mr. Riggs, seconded by Dr. Anderson, and carried that on page 77, 2014-2015 Calendar, under the heading 6.11.6.4 Penalties in the Case of Resolution by the Senate Committee on Undergraduate Studies, clause 3, **Probation**, be amended by deleting “and shall not exceed six consecutive semesters”.

Page 75, 2014-2015 Calendar, under the heading 6.11.4 Academic Offences, in the position before the penultimate bullet insert the following two new bullets:

- “• Prevention or obstruction of access to works or materials provided by the university needed by others for academic purposes.
- Attempt of bribery, and/or threat of blackmail to influence the award of any credit, grade, honour or academic decisions.”

35. Presentation by Dr. Cecilia Reynolds of Phases II and III of the implementation plan for the realignment of the Deputy Provost portfolio

The President invited Dr. Cecilia Reynolds, Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies, to present

Presentation by Dr. Cecilia Reynolds of Phases II and III of the implementation plan for the realignment of the Deputy Provost portfolio (cont'd)

Phases II and III of the implementation plan for the realignment of the Deputy Provost portfolio.

Dr. Reynolds noted that she is seeking endorsement of Phases II and III. She also mentioned that Ms. Karen Kennedy, who has worked to develop the plan, is present at today's meeting. Following that, Dr. Reynolds highlighted the key areas of the realignment plan:

Phase II: New Configuration

Director of Student Life with oversight of three areas:

1. Student Supports
  - Assistance and crisis management (emergency supports, Student Code of Conduct, Chaplains, variety of services)
2. Student Development
  - Answers
  - Leadership programs
  - Career Development and Experiential Learning (CDEL)
3. Supports for Particular Student Populations
  - Aboriginal Resource Office
  - International Student Advising
  - Blundon Centre for Students with Different Abilities

Phase III: New Configuration

Director of Student Wellness and Counselling Centre with oversight of three areas:

1. Counselling Centre
  - Increasing diversity of counselling supports (psychology, medicine, pharmacy, nursing, social work, HKR, etc.)
2. Student Health Clinic
3. Wellness Education Unit

Organizational Considerations

- This implementation plan proposes an efficient allocation of resources, in alignment with principles of the university's Efficiency Review of Operations and Budgets
- All impacted employees are being briefed on how the proposed new structure will affect their current roles and responsibilities

Presentation by Dr. Cecilia Reynolds of Phases II and III of the implementation plan for the realignment of the Deputy Provost portfolio (cont'd)

Update: Co-operative Education

- The new MUNFA Collective Agreement, which includes the decentralization of co-operative education, was ratified on October 16 and signed on October 30, 2014
- The new administrative structure aligns co-op programs more closely with individual faculties and schools, and places programs and staff with respective deans. Some centralized activity remains in CDEL
- For students currently participating in co-operative education programs, placements will not be affected

Dr. Reynolds noted that Karen Kennedy has agreed to take on the position of Interim Director of Student Life and Peter Cornish has agreed to be considered for the position of Interim Director of Student Wellness and Counselling Centre.

It was moved by Dr. Reynolds and seconded by Professor Fisher that Senate endorse Phases II and III of the realignment.

A discussion then ensued with questions and comments from the floor covering such topics as:

- Blundon Centre for Students with Different Abilities vs Disabilities
- no incremental cost involved
- what will Dr. Reynold's job entail
- portfolio includes student life but also needs to include academic side

The motion was put to a vote and carried.

A copy of Dr. Reynolds' PowerPoint presentation is attached to the original of these minutes.

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

Dr. Kachanoski reported on his activities since the last meeting of Senate.

The President commented on the following:

- St. John's Convocation on October 17<sup>th</sup>
- I Love MUNDays
- thank you to everyone who was involved in Convocation and I Love MUNDays

Remarks from the Chair - Questions/Comments from Senators

- hosted the following events:
  - University of the Arctic Board
  - Golden Alumni Celebration
  - Canadian Association of Graduate Schools
  - Mario Pinto, incoming NSERC President
  - National Cross-Country Varsity competition
- attended the SSHRC Impact Awards in Ottawa on November 2<sup>nd</sup>
- extended congratulations to the Seahawks Women's Soccer Team who won the Atlantic Division
- ENACTUS Memorial went to Beijing and placed second in quarter pool and placed eighth in world
- Faculty of Business Administration Team crowned the best in the world at the 2014 G20 Global Business Challenge
- Remembrance Day events
- Leaving on November 19<sup>th</sup> for the Ottawa Infinity Event
- Search Committee for Provost and Vice-President (Academic) and Pro Vice-Chancellor established
- Ad hoc Committee on Senate Reform established
- invitation to Senators for a Holiday Reception on December 14<sup>th</sup> at the President's house

37. ADJOURNMENT

The meeting adjourned at 5:30 p.m.

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CHAIRMAN

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SECRETARY