

MEMORIAL UNIVERSITY OF NEWFOUNDLAND  
SENATE

The regular meeting of Senate was held on November 12, 2013 at 4:00 p.m. in the Lecture Theatre in the Physical Education Building, Room 2001.

25. PRESENT

The President, Dr. D. Wardlaw, Dr. R. Marceau, Dr. R. Shea (for Mr. G. Blackwood), Dr. M. Bluehardt, Dr. M. Abrahams, Dr. K. Anderson, Ms. L. Busby, Ms. S. Cleyle, Mr. B. Gardiner, Dr. A. Gaudine, Dr. N. Golfman, Dr. D. Hardy-Cox, Dr. L. Hensman, Dr. G. Naterer, Dr. L. Phillips, Ms. S. Singleton, Dr. E. Waterman, Dr. W. Zerbe, Dr. S. Abhyankar, Dr. F. Basset, Dr. S. Carr, Dr. J. Connor, Dr. J. Doré, Dr. I. Emke, Dr. A. Fiech, Dr. D. Foster, Dr. G. George, Dr. J. Lokash, Dr. D. McKay, Dr. M. Mulligan, Mr. B. Riggs, Professor G. Riser, Mr. P. Ryan, Dr. C. Sharpe, Dr. K. Simonsen, Dr. D. Tulett, Professor D. Walsh, Dr. P. Wang, Dr. M. Wernerheim, Dr. P. Wilson, Mr. J. Donnelly, Ms. K. Drisdelle, Ms. A. Holloway, Ms. K. Maxwell, Ms. E. Philpott, Ms. C. Simms, Ms. A. Wilson.

**Welcome New MUNSU Senate Representatives**

Robert Leamon  
Kayleigh Maxwell  
Emily Philpott  
Kimberly Drisdelle

**Attending by Invitation**

Sergeant Bill James of the Newfoundland Constabulary regarding item 5.A. Firearms on Campus

Dr. Tye, Head, Department of Folklore regarding 6.A. Department of Folklore

26. APOLOGIES FOR ABSENCE

Apologies were received from Dr. S. Knight, Dr. C. Reynolds, Dr. S. Peters (for Dr. J. Rourke), Dr. D. Gustafson, Dr. D. Kelly, Dr. S. LeFort, Dr. S. Mulay, Dr. A. Rose, Dr. W. Schipper, Dr. G. Sun, Ms. J. Dawe.

27. MINUTES

It was moved by Dr. Abhyankar, seconded by Dr. George, and carried that the Minutes of the regular meeting held on October 8, 2013 be taken as read and confirmed.

**CONSENT AGENDA**

It was moved by Dr. Golfman, seconded by Mr. Riggs, and carried that the consent agenda, comprising the items listed in 28 to 30 below, be approved as follows:

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

28.1 Department of Chemistry

Page 607, 2013-2014 Calendar, under the heading 24.8.2 Courses, insert new course to read as follows:

“6156 Analytical Method Development and Sampling”

Page 635, 2013-2014 Calendar, under the heading 30.5.2 Courses, insert new course to read as follows:

“6156 Analytical Method Development and Sampling”

28.2 Department of Computer Science

Page 612, 2013-2014 Calendar, under the heading 24.11.4 Courses, insert new course to read as follows:

“6916 Security and Privacy”

Page 637, 2013-2014 Calendar, under the heading 30.7.2 Courses, insert new course to read as follows:

“6916 Security and Privacy”

28.3 Faculty of Engineering and Applied Science

Page 582, 2013-2014 Calendar, under the heading 12.13.3 Other Courses, amend the Special Topics block “9975/99” to read as follows:

“9975/99 (excluding 9977 and 9979) Special Topics in Mechanical Engineering”

Page 582, 2013-2014 Calendar, under the heading 12.13.3 Other Courses, insert new course to read as follows:

“9979 Fluid Structure Interactions”

28.4 Department of Folklore

Page 554, 2013-2014 Calendar, under the heading 7.12.2 Courses, subheading Public and Applied Folklore, insert new course to read as follows:

“6380 Perspectives on Cultural Tourism”

Page 645, 2013-2014 Calendar, under the heading 30.14.2 Courses, subheading Public and Applied Folklore, insert new course to read as follows:

“6380 Perspectives on Cultural Tourism”

28.5 Revisions to General Regulations

Page 527, 2013-2014 Calendar, under the heading 3.4.1 Graduate Diploma and Master’s Program, delete clause one and replace with the following:

“Candidates should consult the appropriate Department/Faculty/School regulations for information concerning the specific program requirements. Candidates wishing to take individual courses outside of their program of study must seek approval from the Head of their academic unit prior to registration.”

Page 527, 2013-2014 Calendar, under the heading 3.4.2 Ph.D. and Psy.D. Programs, delete clause three and replace with the following:

“Candidates should consult the appropriate Department/Faculty/School regulations for information concerning the specific program requirements. Candidates wishing to take individual courses outside of their program of study must seek approval from the Head of their academic unit prior to registration.”

Page 531, 2013-2014 Calendar, under the heading 3.8.1 Master’s Comprehensive Examination, add a new clause 3, renumbering remaining clauses appropriately, to read as follows:

“3. In cases where there are multiple parts to a comprehensive exam, including written and oral parts, a candidate must satisfy all parts of the examination to obtain a pass. The requirements to advance to a later part of the examination are specified in the Degree and Departmental regulations or by the appropriate academic unit.”

Page 532, 2013-2014 Calendar, under the heading 3.8.2 Ph.D. and Psy.D. Comprehensive Examination, add a new clause 4, renumbering remaining clauses appropriately, to read as follows:

Revisions to General Regulations (cont'd)

- “4. In cases where there are multiple parts to a comprehensive exam, including written and oral parts, a candidate must satisfy all parts of the examination to obtain a pass. The requirements to advance to a later part of the examination are specified in the Degree and Departmental regulations or by the appropriate academic unit.”

28.6 Department of Sociology

Page 562, 2013-2014 Calendar, under the heading 7.21.1 Program of Study, amend clause two to read as follows:

- “2. The M.A. Degree with thesis requires the completion of 15 credit hours in graduate courses, normally including the Graduate Seminar (6880), Advanced Quantitative Methods (6040), Advanced Qualitative Methods (6041), Social Theory (6150), one elective, and a thesis. In the case of full-time students, the M.A. with thesis is normally completed in two years. The first year is devoted to the completion of the required courses and the definition of the thesis research topic. The second year is devoted to the completion of the thesis and presentation of the thesis at a Department seminar.”

Page 562, 2013-2014 Calendar, under the heading 7.21.1 Program of Study, amend clause three to read as follows:

- “3. The M.A. Degree by Master’s Research Paper requires the completion of 24 credit hours, normally including the Graduate Seminar (6880), Advanced Quantitative Methods (6040), Advanced Qualitative Methods (6041), Social Theory (6150), two electives, and the Master's Research Paper (6900). The coursework should be taken during the first two semesters of full-time study. The Master’s Research Paper (Sociology 6900) should be written in the third semester of full-time study. The Master’s Research Paper will be supervised by a faculty member and must be presented at a Departmental seminar. The Supervisor and one other member of the Department will grade the Master’s Research Paper.”

Page 562, 2013-2014 Calendar, under the heading 7.21.2 Courses, amend the course 6040 to read as follows:

“6040 Advanced Quantitative Methods”

Page 562, 2013-2014 Calendar, under the heading 7.21.2 Courses, insert new course to read as follows:

“6041 Advanced Qualitative Methods”

Department of Sociology (cont'd)

Page 562, 2013-2014 Calendar, under the heading 7.21.2 Courses, amend the Special Topics block 6041-49 to read as follows:

“6042-49 Special Topics in Advanced Sociology”

Page 562, 2013-2014 Calendar, under the heading 7.21.2 Courses, amend the course 6380 to read as follows:

“6380 Women, Nature, Science and Technology”

Page 662, 2013-2014 Calendar, under the heading 30.33.1 Program of Study, amend the first sentence of clause three to read as follows:

“All Ph.D. candidates normally complete a minimum of 12 credit hours in graduate courses in sociology, including the Graduate Seminar (6880), Social Theory (6150), Advanced Quantitative Methods (6040), and Advanced Qualitative Methods (6041), if these or equivalent courses have not been taken previously.”

Page 662, 2013-2014 Calendar, under the heading 30.33.1 Program of Study, amend clause five to read as follows:

“5. A written comprehensive examination, followed by a supplementary oral examination, shall normally be completed by full-time students by the end of the 5<sup>th</sup> semester of the program. Normally, part-time students shall take the examination within one year of the completion of prescribed courses. In accordance with **General Regulations**, candidates must demonstrate knowledge of their special areas of research within the context of the discipline of Sociology. The examination shall consist of two components: a written and an oral examination. The written component shall be comprised of two essays: one in a broad area (eg. theory, methods, social inequality etc) and a second in the candidate’s area of specialization. The oral component will examine the candidate in areas covered by the written component.”

Page 663, 2013-2014 Calendar, under the heading 30.33.2 Courses, amend the course 6040 to read as follows:

“6040 Advanced Quantitative Methods”

Page 663, 2013-2014 Calendar, under the heading 30.33.2 Courses, insert new course to read as follows:

“6041 Advanced Qualitative Methods”

Department of Sociology (cont'd)

Page 663, 2013-2014 Calendar, under the heading 30.33.2 Courses, amend the Special Topics block 6041-49 to read as follows:

“6042-49 Special Topics in Advanced Sociology”

Page 663, 2013-2014 Calendar, under the heading 30.33.2 Courses, amend the course 6380 to read as follows:

“6380 Women, Nature, Science and Technology”

29. Correspondence from the Senate Committee on Elections and Committees

29.1 Membership of the Senate Committee on Elections and Committees

A memorandum dated October 24, 2013, was received from the Committee on Elections and Committees advising that the following nominations are being recommended to fill graduate and undergraduate representation positions on that Committee for Senate approval. It was agreed that the following nominations be approved:

Mr. Joey Donnelly                      President, Graduate Students’ Union

Mr. Nick Mercer                      Grenfell Campus Student Union

29.2 Nomination for Representation on Senate Committees 2013-2016

A memorandum dated October 24, 2013, was received from the Committee on Elections and Committees advising that the following nomination is being recommended for Senate approval. It was agreed that the following nomination be approved:

- |                         |   |   |
|-------------------------|---|---|
| James Connor (Medicine) | - | Advisory Committee on the Bookstore (2013-2016) |
|                         | - | Advisory Committee on the Library (2013-2016)   |

29.3 GSU Representation on Senate Committees 2013-2014

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

**Executive Committee of Senate**  
Joey Donnelly

GSU Representation on Senate Committees 2013-2014 (cont'd)

**Advisory Committee on the Bookstore**

Alissa Vieth

**Committee on Copyright**

Hisham Sleem

**Committee on Course Evaluation**

Travis Nielsen

**Committee on Educational Technology**

Alissa Vieth

**Committee on Honorary Degrees and Ceremonial**

Joey Donnelly

**Committee on Research**

Alissa Vieth

**University Planning and Budget Committee**

Joe Mersereau

**Advisory Committee on the Library**

Zaman Sajid

**Advisory Committee on the University Timetable**

Joe Merereau

**Committee on the University Calendar**

Travis Nielsen

29.4 Membership and Terms of Reference - Senate Committee on Undergraduate Studies

A memorandum dated October 24, 2013, was received from the Senate Committee on Elections and Committees advising that part of the terms of reference, noted in Senate By-Laws and Procedures, VII., H.2.(d), of the Senate Committee on Elections and Committees (SCEC) is to “recommend for Senate approval the structure and terms of reference of Senate standing committees.” The Senate Committee on Undergraduate Studies recently reviewed their membership and terms of reference and subsequently provided SCEC with a detailed account of their proposed amendments. Through an email poll, SCEC agreed that amendments to the membership and terms of reference of the Senate Committee on Undergraduate Studies be forwarded for Senate approval.

It was agreed that the following amendments be approved:

Membership and Terms of Reference - Senate Committee on Undergraduate Studies (cont'd)

Under VII. Standing Committees, K. Committee on Undergraduate Studies, amend as follows:

Under 1. Membership, make the following additions/amendments:

- in (a), add the words “Provost and” before and the word “delegate” after the words “Vice-President (Academic)”
- add a new (e) to read “(e) Director, Division of Co-operative Education”
- add a new (f) to read “(f) Director, Distance Education, Learning and Teaching Support”
- in (b) add the word “delegate” following the words “Registrar”
- add a new (c) to read “(c) Registrar, Grenfell Campus or delegate”
- add a new (d) to read “(d) Registrar, Marine Institute or delegate”
- add a new (h) to read “(h) Chair, Undergraduate Studies Committee, Marine Institute”
- remove (e) Chair of the Undergraduate Studies Committee of the Division of Lifelong Learning or its equivalent”

Under 3. Terms of Reference, make the following amendments:

- in (a), amend the word “programmes” to read “programs”
- delete clause (d)
- reletter the old clause (e) to “(d)” and as follows: (i) amend the word “programmes” to read “programs” throughout paragraph; (ii) in the first sentence, delete the word “the” before the word “Senate”; (iii) in the second sentence, delete the word “may” and replace with “will”; and (iv) in the last sentence, delete the words “University Planning and Budget Committee for further consideration” and replace with “Office of the Provost and Vice-President (Academic) or the appropriate Vice-President for further consideration”
- reletter the old clause (f) to “(e)” and amend as follows: (i) in the first sentence, delete the word “the” before the word “Senate”; (ii) in the second sentence, delete the words “From time to time” and replace with “On a regular basis”, delete the word “the” before the word “Senate”, delete “is to” and replace with “will”, and delete the words “and the courses not approved”
- delete the old clauses (g)(i), (ii), (iii), and (iv)
- reletter the old clause (h) to “(f)” and amend as follows: (i) delete the word “the” before the word “Senate”; and (ii) add the words “Provost and” before the words “Vice-President (Academic)”
- reletter the old clause (i) to “(g)” and amend as follows: (i) delete the words “an annual” and replace with “a monthly”; (ii) delete the word “the” before the word “Senate”; and (iii) delete the words “and to the President”
- reletter the old clause (j) to “(h)”
- reletter the old clause (k) to “(I)” and amend as follows: (i) delete the words “Where changes in programme will impact the offering of courses at Grenfell Campus and the Marine Institute,”; (ii) capitalize the word “the” before the



Membership and Terms of Reference - Senate Committee on Undergraduate Studies (cont'd)

word “Committee”; (iii) after the word “consultation”, add the words “regarding calendar changes”; (iv) add the words “the St. John’s Campus, the” before “Grenfell Campus”; and (v) add “and the Marine Institute” after the words “Grenfell Campus”

- reletter the old clause (l) to “(j)” and delete the sentence “{Effective Fall Semester 2004 authority to approve final grades before they are released by the Office of the Registrar has been delegated by Senate to the decanal level, i.e. deans/directors/principal (Grenfell Campus)}”

As per amendments, Clause 1. Membership and 3. Terms of Reference will now read as follows:

“1. Membership

- (a) Provost and Vice-President (Academic) or delegate
- (b) Registrar or delegate
- (c) Registrar, Grenfell Campus or delegate
- (d) Registrar, Marine Institute or delegate
- (e) Director, Division of Cooperative Education
- (f) Director, Distance Education, Learning and Teaching Support
- (g) Chair, Academic Studies Committee, Grenfell Campus
- (h) Chair, Undergraduate Studies Committee, Marine Institute
- (i) Chairs of the Undergraduate Studies Committees of all Schools and Faculties
- (j) Four undergraduate students, Director of Advocacy (or designated alternate) and one other undergraduate student appointed by the Memorial University Students’ Union, one by the Marine Institute Student’s Union and one by the Grenfell Campus Student Union
- (k) An appropriate number of academic staff members

3. Terms of Reference

- (a) To propose minimum standards for the acceptance of undergraduate students into the University, their continuance in their programs and their readmission;
- (b) To propose amendments to general University Regulations pertaining to undergraduate studies.
- (c) To examine any proposed amendments to existing University Regulations on Undergraduate Studies and any proposed new regulations on Undergraduate Studies which originate elsewhere in the University before submission to Senate.
- (d) To examine proposals for all new undergraduate programs and all extensions and changes in existing programs before submission to Senate. The Committee will require units submitting such proposals to indicate in writing that sufficient material and non-material resources are available to operate

Membership and Terms of Reference - Senate Committee on Undergraduate Studies (cont'd)

- the proposal and the ways, if any, that existing programs may be affected. In the event that the Committee is not satisfied, it may request further information or refer the matter to the Office of the Provost and Vice-President (Academic) or the appropriate Vice-President for further consideration.
- (e) To approve on behalf of Senate, all new undergraduate courses and changes in existing courses. On a regular basis, Senate will be informed of the courses so approved, the courses being listed by Department, course number and title.
  - (f) To advise Senate and the Provost and Vice-President (Academic) on all matters pertaining to Undergraduate Studies.
  - (g) To present a monthly report on Undergraduate Studies to Senate.
  - (h) To act on matters delegated to it by Senate, in particular appeals and requests for waivers of regulations in accordance with procedures, policies and regulations approved by Senate.
  - (i) The Committee shall confirm that consultation regarding calendar changes has been undertaken with the St. John's Campus, the Grenfell Campus and the Marine Institute.
  - (j) To monitor grades, to flag grades considered to be anomalous, and to request from academic units, explanations for anomalies."

29.5 GCSU Representation on Senate Committees 2013-2014

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

**Executive Committee of Senate**

Chelsea Noel

**Advisory Committee on the Bookstore**

Mandy Penney

**Committee on Copyright**

Margaret Noseworthy

**Committee on Course Evaluation**

Stephen Rose

**Committee on Educational Technology**

Jessica Croucher

GCSU Representation on Senate Committees 2013-2014 (cont'd)

**Committee on Honorary Degrees and Ceremonial**

Stephen Rose

**Committee on Research**

Brittany Hookey

**University Planning and Budget Committee**

Matthew Brockel

**Advisory Committee on the Library**

Mandy Penney

**Advisory Committee on the University Timetable**

Brittany Hookey

**Committee on the University Calendar**

Margaret Noseworthy

**Committee on Academic Appeals**

Matthew Brockel

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

Nick Mercer

**University Committee on Admissions**

Amanda Klein

29.6 Nomination for Representation on Senate Committees

A memorandum dated October 29, 2013, was received from the Committee on Elections and Committees advising that the following nomination is being recommended for Senate approval. It was agreed that the following nomination be approved:

Dr. Bruce Colbourne (Faculty of Engineering and Applied Science)	- Senate Committee on Scholarships, Bursaries and Awards (2013-2016)
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30. REPORTS OF SENATE COMMITTEES

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

- Senate Advisory Committee on the University Timetable
- Grenfell Campus on Special Admissions
- Executive Committee of Senate

Reports of Senate Committees (cont'd)

- Committee on Honorary Degrees and Ceremonial
- Senate Committee on Copyright
- University Committee on Admissions
- Senate Committee on Course Evaluation
- Senate Advisory Committee on the Bookstore
- Senate Committee on Elections and Committees
- Senate Committee on Academic Appeals
- Senate Committee on Research

**REGULAR AGENDA**

31. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES

31.1 Firearms on Campus

Mr. Riggs noted that Campus Enforcement received a memorandum, dated July 26, 2013, from the Royal Newfoundland Constabulary which noted that there may be concerns related to members of the Royal Newfoundland Constabulary wearing their service firearm, when in uniform, while attending class at Memorial University.

A memorandum dated 30 September 2013 was received from Jennifer Porter, Deputy Registrar (Acting) and Secretary to the Senate Committee on Undergraduate Studies, noting that at a meeting held on 26 September 2013, the Committee considered a proposal from Campus Enforcement and Patrol that Subsection 8.4 Firearms on Campus of Section 8 Student Affairs and Services which is currently under the General Information section of the University Calendar be revised. Following consideration, it was the decision of the Committee that this particular regulation would be more appropriately placed in the University Calendar under Section 6 Non-Academic Regulations as Subsection 6.2 Firearms on Campus. Therefore, the following calendar change has been approved for submission to Senate:

**“6.2 Firearms on Campus**

Memorial University prohibits the possession, storage, or use of firearms, ammunition, or weapons on any property of the University without written permission of the Manager of Campus Enforcement and Patrol. Police officers enrolled in a course who may need to attend classes while on active duty in uniform shall, at the start of classes for each semester/session, present to the course instructor a copy of their written permission.”

It was moved by Mr. Riggs and seconded by Dr. Tulett to approve this calendar change.

Firearms on Campus (cont'd)

Mr. Riggs then introduced Sergeant Bill James from the Royal Newfoundland Constabulary who gave a presentation on the safe handling of firearms and answered questions from the floor.

There was discussion/concern around whether the officers need to be on duty while attending classes, if students/instructors are comfortable around firearms as this could affect class structure and dynamics, flexibility in shift assignments, and if the officers should sit in a specific place in classrooms.

Sergeant James stated that it is a requirement for officers to wear the uniform when on duty, and a firearm is a mandatory part of the uniform. Officers have been going to Memorial University for the past nine years and it is encouraged that they upgrade for promotions.

The motion was put to a vote and carried.

Mr. Riggs noted that during its review of this proposal, the Senate Committee on Undergraduate Studies also agreed to recommend to Senate that the University consider developing a formal weapons policy which would include an authorization process to Campus Enforcement and Patrol, the definition of weapon, any exemptions, etc.

It was moved by Mr. Riggs, seconded by Dr. Mulligan, and carried that Senate recommend the establishment of a university group to propose a formal weapon policy and agreed there would be communication with the Chief of the Royal Newfoundland Constabulary regarding flexible scheduling for Officers.

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

32.1 Department of Folklore

Page 553, 2013-2014 Calendar, under the heading 7.12.1 Program of Study, amend the third and fourth clauses of section 2c to read as follows:

- “• At least one of the following: 6060, 6100, 6120, 6130, 6200, 6210, 6220, 6250, 6260, 6360, 6720.
- At least one of the following: 6070, 6300, 6310, 6350, 6370, 6400, 6410, 6420, 6430.”

Page 554, 2013-2014 Calendar, under the heading 7.12.2 Courses, amend the course “6020” to read as follows:

Department of Folklore (cont'd)

“6020 Field and Research Methods (may be offered in accelerated format)”

Page 645, 2013-2014 Calendar, under the heading 30.14.1 Program of Study, amend the fifth sentence of clause 4a to read as follows:

“Assessment will be based on the examination of three papers each of one week duration or three open book examinations each of eight hour duration.”

33. Annual Report of the Senate Committee on Course Evaluation, 2012-2013 Academic Year

It was agreed to table discussion of this item as Dr. Ken Snelgrove, Chair of the Committee, was not in attendance at the meeting to answer any questions.

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

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

The President noted that he attended the following events:

- From October 11-14, the University of Arctic Board meeting
- Alumni Weekend
- I Love MUN Days
- Convocation on October 25
- Remembrance Day Ceremonies and a major fundraising event at Grenfell Campus on November 7
- Remembrance Day Ceremonies on St. John's Campus and a luncheon with members of the community who are planning commemorative projects around WW1 on November 8
- Remembrance Day Ceremonies in St. John's on November 11

He noted that the President's Report and the Task Force Report on Competitive Sport were released.

The President gave an update on the efficiency review that was released two days after the last Senate meeting and answered questions from the floor.

35. ADJOURNMENT

The meeting adjourned at 5:25 p.m.

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CHAIRMAN

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SECRETARY