

MEMORIAL UNIVERSITY OF NEWFOUNDLAND  
SENATE

The regular meeting of Senate was held on September 9, 2014 at 4:00 p.m. in the Lecture Theatre in the Physical Education Building, Room 2001.

1. PRESENT

The President, Dr. R. Gosine (for Dr. R. Marceau), Mr. G. Blackwood, Dr. M. Abrahams, Dr. K. Anderson, Ms. L. Busby, Dr. H. Carnahan, Ms. S. Cleyle, Dr. A. Gaudine, Dr. D. Hardy Cox, Dr. C. Marra, Dr. F. Murrin, Dr. G. Naterer, Dr. D. Neville (for Dr. N. Golfman), Dr. L. Phillips, Ms. J. Porter (for Ms. S. Singleton), Dr. C. Reynolds, Dr. J. Rourke, Dr. E. Waterman, Dr. W. Zerbe, Dr. S. Abhyankar, Dr. F. Basset, Dr. J. Connor, Dr. C. Couturier, Dr. I. Emke, Dr. A. Fiech, Dr. A. Fisher, Dr. I. Fleming, Dr. G. George, Dr. D. Kelly, Dr. J. Lokash, Dr. W. Okshevsky, Mr. B. Riggs, Dr. A. Rose, Dr. W. Schipper, Dr. K. Simonsen, Dr. D. Tulett, Professor D. Walsh, Dr. M. Wernerheim, Mr. H. Al-alaily, Mr. A. Al-Habashneh, Mr. K. Curlew, Ms. K. Drisdelle, Ms. S. Farrell, Mr. S. Kennedy, Mr. R. Leamon, Ms. K. Maxwell, Mr. R. Murphy, Ms. C. Simms.

Dr. Kachanoski welcomed Senators to the first meeting of Senate for the new academic year. He gave a special welcome to the following new and returning Senators:

**Welcome Newly Elected and Re-elected Senators**

Professor Donna Walsh, Humanities  
Mr. Chris Callahan, Marine Institute  
Dr. Shree Mulay, Medicine  
Dr. Donald McKay, Medicine  
Dr. Travis Fridgen, Science  
Dr. Adrian Fiech, Science  
Professor Gary Riser, Social Sciences

**Welcome New Grenfell Campus Student Union Senate Representative**

Mr. Kyle Curlew

**Welcom New Dean of Graduate Studies *pro tempore***

Dr. Faye Murrin  
(Dr. Murrin was appointed as Dean of Graduate Studies *pro tempore* during Dr. Golfman's term as Provost and Vice-President (Academic) *pro tempore*)

**Welcome New Provost and Vice-President (Academic) *pro tempore***

The President noted that Dr. Noreen Golfman has been appointed as the new Provost and Vice-President (Academic) *pro tempore* with Dr. Wardlaw's

resignation/retirement. Dr. Golfman is hosting the Strategic Leaders Global Summit on Graduate Education and is therefore unable to attend today's meeting of Senate.

(Dr. Golfman's appointment was effective September 1, 2014, and she will serve in the role until the search for a new Provost and Vice-President (Academic) has been successfully concluded, which is expected to occur in 2015)

**Attending by Invitation for discussion of Item #11 Report of the Senate Committee on Undergraduate Scholarships, Bursaries and Awards, Re: Stacking Limit**

Dr. Danny Dyer, Chair, Senate Committee on Undergraduate Scholarships, Bursaries and Awards

Ms. Judy Casey, Manager, Scholarships Office

2. **APOLOGIES FOR ABSENCE**

Apologies were received from Dr. T. Fridgen, Dr. D. McKay, Dr. S. Mulay, Professor G. Riser, Ms. T. Nielsen.

3. **MINUTES**

It was moved by Dr. George, seconded by Dr. Okshevsky, and carried that the Minutes of the regular meeting held on June 10, 2014 be taken as read and confirmed.

4. **REPORT OF THE SENATE COMMITTEE ON HONORARY DEGREES AND CEREMONIAL**

Senate moved into a closed session for this item of business in accordance with **Section IV.E.2. SENATE MEETINGS AND PROCEDURES** of the Handbook of Senate By-Laws and Procedures which reads:

*Matters of a confidential nature, including honorary degrees, shall be discussed in closed session; observers are not permitted to attend closed sessions.*

The name of one candidate recommended by the Committee on Honorary Degrees and Ceremonial was presented to the Senate for award of the title of Professor Emeritus for eventual consideration by the Board of Regents. Members were given the opportunity to discuss the merits of the candidate before voting. Upon voting by a show of hands, the candidate was approved by at least a two-thirds majority vote.

**CONSENT AGENDA**

The President noted that 24 hours notice was required to move a Consent Agenda item to the Regular Agenda for today's meeting.

As was approved at the June 10, 2014, regular meeting of Senate, the Consent Agenda will no longer be provided as a paper document and has, therefore, only been delivered electronically through D2L.

It was moved by Mr. Riggs, seconded by Dr. Murrin, and carried that the consent agenda, comprising the items listed in 5 to 8 below, be approved as follows:

5. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES

5.1 Faculty of Engineering and Applied Science

Page 252, 2014-2015 Calendar, under the heading 6.2.1 Computer Engineering Major, Table 2 Computer Engineering Major, for “Winter Academic Term 8”, amend the first paragraph in the section under “Elective Courses” to read as follows:

“One free elective which must be a 3000-level or higher Engineering course, or a 2000-level or higher course from any other academic unit. Selection of a course must be approved by the Head of the Department of Electrical and Computer Engineering”

Page 253, 2014-2015 Calendar, under the heading 6.3.1 Electrical Engineering, Table 3 Electrical Engineering Major, for “Winter Academic Term 8”, amend the first paragraph in the section under “Elective Courses” to read as follows:

“One free elective which must be a 3000-level or higher Engineering course, or a 2000-level or higher course from any other academic unit. Selection of a course must be approved by the Head of the Department of Electrical and Computer Engineering”

Page 254, 2014-2015 Calendar, under the heading 6.4.1 Mechanical Engineering Major, Table 4 Mechanical Engineering Major, for “Winter Academic Term 8”, amend the first paragraph in the section under “Elective Courses” to read as follows:

“One free elective which must be a 3000-level or higher Engineering course, or a 2000-level or higher course from any other academic unit. Selection of a course must be approved by the Head of the Department of Mechanical Engineering”

Page 257, 2014-2015 Calendar, under the heading 6.6.1 Process Engineering Major, Table 6 Process Engineering Major, for “Winter Academic Term 8”, amend the first paragraph in the section under “Elective Courses” to read as follows:

Faculty of Engineering and Applied Science (cont'd)

“One free elective which must be a 3000-level or higher Engineering course, or a 2000-level or higher course from any other academic unit. Selection of a course must be approved by the Head of the Department of Process Engineering”

Page 269, 2014-2015 Calendar, under the heading 11.8 Academic Term 8 Courses, amend Engineering 8937 to read as follows:

“**8937 Machine Dynamics** begins with a review of mechanism inverse dynamics (prediction of unknown forces and torques required to create a known motion). Forward dynamic analysis (predicting unknown motion due to applied forces and torques) is then formulated and implemented using student-generated computer code. Practical applications of dynamics are studied, including analysis of engine shaking forces; balancing of rotating and reciprocating machinery; shaft vibration, whirl, and balancing; design of flywheels; and gyroscopic effects.  
CR: the former ENGI 7945  
LH: two 2-hour sessions per semester  
PR: ENGI 4932, 6933”

5.2 Western Regional School of Nursing

Page 411, 2014-2015 Calendar, under the heading Table 3 Bachelor of Nursing (Collaborative) Program - Western Regional School of Nursing (WRSON), for “Winter Academic Term 6” under “Required Courses”, delete “NURS 3523” and following “Winter Academic Term 6”, insert a new row to read as follows:

Spring Academic Term 7	NURS 3523	
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Page 411, 2014-2015 Calendar, under the heading Table 3 Bachelor of Nursing (Collaborative) Program - Western Regional School of Nursing (WRSON), amend the Fall Academic Term 7 column to read as “Fall Academic Term 8” and amend the Winter Academic Term 8 column to read as “Winter Academic Term 9”.

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

6.1 Earth Sciences

Page 619, 2014-2015 Calendar, under the heading 25.11.2 Courses, subheading General Courses, add a new course (abbreviated title, “Adv Field Course Applied Geoph”) to read as follows:

Earth Sciences (cont'd)

“6105 Advanced Field Course in Applied Geophysics”

Page 647, 2014-2015 Calendar, under the heading 31.8.2 Courses, subheading General Courses, add a new course (abbreviated title, “Adv Field Course Applied Geoph”) to read as follows:

“6105 Advanced Field Course in Applied Geophysics”

7. CORRESPONDENCE FROM THE SENATE COMMITTEE ON ELECTIONS AND COMMITTEES

7.1 Nominations for Faculty Representation on Senate Committees

A memorandum dated August 19, 2014, was received from the Committee on Elections and Committees advising that the following nominations to Senate Committees are being recommended for Senate approval. It was agreed that the following nominations be approved:

**Senate Committee on Course Evaluation Member until September**

Dr. Kenneth Snelgrove (Engineering)	2017
Ms. Charlene Walsh (Marine Institute)	2017

8. REPORTS OF SENATE COMMITTEES

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

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

**REGULAR AGENDA**

9. REPORT OF THE SENATE COMMITTEE ON UNDERGRADUATE STUDIES

9.1 Office of the Registrar

It was moved by Mr. Riggs, seconded by Professor Walsh, and carried that on page 73, 2014-2015 Calendar, under the heading 6.8.5 Incomplete Grades, amend clauses 1 and 2 to read as follows:

- “1. A student who, for extenuating circumstances, is unable to complete the requirements of a course may, with the approval of the appropriate academic unit, be granted a letter grade of incomplete (INC) in the course. This grade shall be valid for only one week following the start of classes in the next academic semester or session as stated in the **University Diary**. In the event that a numeric grade has not been received by the Registrar by this deadline the INC shall be changed to the letter grade F with a numeric grade 0%.
2. Students unable to complete the requirements of a course by the end of one week following the start of classes in the next academic semester or session as stated in the **University Diary**, may be permitted an extension of time not exceeding the last date for examinations in the semester following that in which the student was enrolled in the course. Such an extension may be granted by the head of the appropriate academic unit at the request of the student. In the event that a numeric grade has not been received by the Registrar by this new deadline the INC shall be changed to the letter grade F with a numeric grade 0%. In special circumstances, students registered for a Social Work Internship may be given an extension not exceeding two semesters. Students registered in one of HKR 2210, 2220, 3210, 3220, 4210 or 4220 may be given an extension not exceeding three semesters, by the Academic Council of the School of Human Kinetics and Recreation.”

Page 71, 2014-2015 Calendar, under the heading 6.7.3 Exemptions From Final Examinations and Procedures for Applying to Write Deferred Examinations, amend clauses 3 and 4 to read as follows:

- “3. In those cases where the academic unit accepts the extenuating circumstances the student may be permitted to write a deferred examination or, with the consent of both the academic unit and the student, the grade submitted may be based on term work alone. An interim grade of ABS will be assigned by the academic unit in the case of a student granted a deferred examination. This grade will be replaced by the final grade which must be received by the Registrar within one week following the start of classes in the next academic semester or session. In the event that a numeric grade has not been received by the Registrar by this deadline the ABS shall be changed to the letter grade F with a numeric grade 0%.

Office of the Registrar (cont'd)

4. A student who is prevented from writing a deferred examination by illness, bereavement, or other acceptable cause, duly authenticated in writing, may apply, with supporting documents, to the head of the appropriate academic unit to have the deferred examination further deferred. This application must be submitted within one week of the scheduled date of the deferred examination. The examination will be postponed to a time not later than the last date for examinations in the semester following that in which the student was enrolled in the course. In the event that a numeric grade has not been received by the Registrar by this new deadline the ABS shall be changed to the letter grade F with a numeric grade 0%.”

10. Faculty of Education

Page 207, 2013-2014 Calendar, under the heading 2.12.1.4 French Immersion Option, amend section to read as follows:

**“2.12.1.4 French Immersion Option**

This option is for the preparation of Primary/Elementary French Immersion teachers. In addition to meeting the Admission Requirements for the Bachelor of Education (Primary/Elementary) Degree Program, students applying for this option must have French as a Focus Area. Admitted students will spend the two semesters of the Professional year in a French milieu at an institution with which Memorial University has a memorandum of agreement.

These students must meet all requirements for the Bachelor of Education (Primary/Elementary) as a First Degree Program except as modified in Clauses 1.-3. below:

Students must successfully complete:

1. prior to the beginning of the Professional Year
  - a. at least 27 credit hours in French, including French 3100 and 3101,
  - b. at least four weeks at an approved francophone institution in a French-speaking area or have acquired equivalent work experience in a francophone environment. (Students who are graduates of a French Immersion high school program may be exempted from this requirement.)
2. the Professional Year in a French milieu, including the equivalent of Education 4155 and Education 3050, and
3. the field experience and Education 401X in an approved French Immersion school.

Students who are interested in the French Immersion Option should contact the Office of Undergraduate Student Services, Faculty of Education, at their earliest opportunity.”

Faculty of Education (cont'd)

Page 209, 2013-2014 Calendar, under the heading 2.12.2 Bachelor of Education (Primary/Elementary) as a Second Degree, add the following sentence to the end of the paragraph:

“With the exception of the French Immersion Option, this program is also offered at the Grenfell Campus.”

Page 209, 2013-2014 Calendar, under the heading 2.12.2.1 Admission, delete the “;” at the end of clause 2.c.iv., and add a Note to read as follows:

“(Note: It is recommended that applicants have 9 credit hours in Science);”

Page 209, 2013-2014 Calendar, under the heading 2.12.2.1 Admission, delete note 1 from the “Notes” section, renumbering the remaining note accordingly, and add a new note to read as follows:

“2. Students may wish to select the French Immersion Option at the end of the Bachelor of Education (Primary/Elementary) as a Second Degree Program Plan”.

Page 209, 2013-2014 Calendar, delete section 2.12.3 Waiver Guidelines for Education 401X entirely.

Page 209, 2013-2014 Calendar, add a new section, 2.12.2.4 French Immersion Option, to read as follows:

**“2.12.2.4 French Immersion Option**

This option is for the preparation of Primary/Elementary French Immersion teachers. In addition to meeting the Admission Requirements for the Bachelor of Education (Primary/Elementary) as a Second Degree program, students applying for this option must have:

1. a. completed a major in French of at least 36 credit hours or equivalent,  
b. achieved an average of at least 65% in the 36 credit hours in a.
2. completed at least eight weeks at an approved Francophone institution in a French speaking area or have acquired equivalent work experience in a Francophone environment.

Notes:

1. Admission to this option will be competitive and based on overall academic performance and demonstrated commitment, in the personal statement, to studies in French and French Education.
2. Applicants who, for personal and professional reasons, are unable to fulfill the eight week immersion requirements will be considered on a case by case basis.

Faculty of Education (cont'd)

Students must meet all requirements for the Bachelor of Education (Primary/Elementary) as a Second Degree Program except as modified in the French Immersion Option Program Plan.

**Table 3 Bachelor of Education (Primary/Elementary) as a Second Degree French Immersion Option Program Plan**

<b>Semester I – Spring Professional Year</b>	<b>Semester II – Fall Professional Year</b>	<b>Semester III - Winter</b>	<b>Semester IV - Spring</b>
Education 3120 Education 3273 Education 3312 Education 3618 Education 3951 * Education 3962  *French Immersion Offering	Education 3050 Education 3322 Education 3543 Education 3619 Education 3940 Education 4155 Education 4240 Non-credit field Experience (ten days) in an approved French Immersion School	Education 401X in an approved French Immersion School Education 4425	Education 3131 Education 3952 * Education 4240 Education 4362 Education 4383 HKR 2001  *French Immersion Offering

Page 217, 2013-2014 Calendar, under the heading 5 Course Descriptions, amend the course “4155 Introduction to Teaching in French Immersion in the Primary and Elementary Grades (PE,ME)” to read as follows:

**“4155 Introduction to Teaching in French Immersion in the Primary and Elementary Grades (PE,ME)** is an overview of the development of French Immersion programs and an examination of current models for organization and instruction of French at the primary and elementary levels. This course will focus on methods and strategies for content-based teaching in immersion, integrating the formal aspects of French language teaching into content-based teaching and integrating culture, strategy training and language awareness into immersion curricula. Additional topics will include assessment of/for learning and effective technology integration in French Immersion.

Faculty of Education (cont'd)

PR: acceptance to the French Immersion Option or permission of the Office of Undergraduate Student Services

OR: this course will be conducted in French”

11. Memorial University Libraries Academic Council

A memorandum dated July 31, 2014 was received from Lorraine Busby, University Librarian, proposing amendments to its Constitution and Bylaws which was approved by the Librarians Academic Council on May 6, 2014.

Ms. Busby noted the following updates which were not in the document submitted to Senate:

The existing Bylaw 1.1 (page 96 of the Senate agenda) does not contain the phrase to be deleted “normally on the first Friday of the month”. The revised 1.1 (page 92 of the Senate agenda) was identical to the existing 1.1.

There is a typo in both the existing and new bylaws in clause 1.2.2 where the words “a least” need to be replaced with “at least”.

It was moved by Ms. Busby, seconded by Mr. Riggs, and carried that the proposed amendments, along with the updates, to the Constitution and Bylaws of the Libraries Academic Council be approved for submission to the Board of Regents.

12. Marine Institute Academic Council Constitution

A memorandum dated July 29, 2014 was received from Leslie Noftall, Marine Institute Registrar and Secretary, Marine Institute Academic Council, proposing amendments to its Constitution which was approved by the Marine Institute Academic Council on June 6, 2014.

The following friendly amendments were suggested at Senate:

Under the section “Quorum”, amend to read:

**QUORUM**

“Twenty members, as defined in sections (a), (b) and (c) of the Membership of the Academic Council, as of September 30th each year, constitute a quorum.”

Marine Institute Academic Council Constitution (cont'd)

Under the section “Officers”, amend to read:

OFFICERS

“Officers of the Academic Council shall consist of the Chair, who shall be the Vice-President (Marine Institute); the Vice-Chair, who shall be the Associate Vice-President (MI); the Chair of the Undergraduate Studies Committee; the Chair of the Graduate Studies Committee; and the Secretary, who shall be the Marine Institute Registrar.”

It was moved by Mr. Blackwood, seconded by Dr. Couturier, and carried that the proposed amendments, along with the two friendly amendments, to the Constitution of the Marine Institute Academic Council be approved for submission to the Board of Regents.

Mr. Blackwood congratulated Dr. Cyr Couturier on receiving the Aquaculture Association of Canada Lifetime Achievement Award in June.

13. Report of the Senate Committee on Undergraduate Scholarships, Bursaries and Awards, Re: Stacking Limit

A memorandum dated August 8, 2014, was received from Dr. Danny Dyer, Chair, Senate Committee on Undergraduate Scholarships, Bursaries and Awards regarding Stacking Limit.

The President invited Dr. Danny Dyer, Chair, Senate Committee on Undergraduate Scholarships, Bursaries and Awards, to present this item and noted that Ms. Judy Casey, Manager, Scholarships Office, was also in attendance.

Pursuant to the actions of Senate on April 13, 1993, where the following recommendation was made:

Recommendation 2: A student may receive in any one scholarship year one general award of any value administered by the Senate Committee on Undergraduate Scholarships, Bursaries and Awards, or more than one award, to a combined value of 1.5 times the per semester tuition for 15 credit hours. In addition, students may receive, upon recommendation of the appropriate academic unit, awards administered by the Senate Committee on Undergraduate Scholarships, Bursaries and Awards such that the total of

Report of the Senate Committee on Undergraduate Scholarships, Bursaries and Awards, Re: Stacking Limit (cont'd)

general and academic unit specific awards does not exceed three times the per semester tuition for 15 credit hours.

The Senate Committee on Undergraduate Scholarships, Bursaries and Awards has developed and approved the following motion for changes to the “stacking limit”, as this recommendation is informally known, and submits it now to the Senate for approval.

*NOTE: the current stacking limit translates to a maximum of approximately \$5000 per year in undergraduate scholarships/bursaries/awards per student.*

Proposed revision to “stacking limit” policy:

A student may receive in any one scholarship year, one general scholarship/bursary/award (i.e. not based on a recommendation from an academic unit) administered by the Senate Committee on Undergraduate Scholarships, Bursaries and Awards. Students who have received a general scholarship/bursary/award, may receive additional academic unit scholarship(s)/bursary(s)/award(s) (i.e. those based on a recommendation of the appropriate academic unit) administered by the Senate Committee on Undergraduate Scholarships, Bursaries and Awards. In the latter case academic units are encouraged wherever possible to maximize the number of students who will benefit from the scholarship program.

Rationale:

The students who receive a general scholarship/bursary/award of significant monetary value, are often the students who are top-ranked academically in their specific academic unit. The current policy (developed in the early 1990s) does not allow the academic unit to recognize these students with discipline-specific scholarships/bursaries/awards due to the current stacking limit. Many academic units have repeatedly requested through waivers and appeals that some of their top students be allowed to receive one or more discipline-specific scholarship/bursary/award in an effort to recognize their outstanding performance within the discipline.

Recognizing that the individual academic units know their students best, this revision continues to allow academic units to limit the number of scholarships/bursaries/awards given to any one student but as deemed

Report of the Senate Committee on Undergraduate Scholarships, Bursaries and Awards, Re: Stacking Limit (cont'd)

necessary, it will also help academic units recruit, retain, and reward their best and brightest students by allowing them to offer additional funding through scholarships/bursaries/awards.

*NOTE: we currently have several general undergraduate scholarships/bursaries/awards which are higher than the \$5000 limit.*

It was moved by Dr. Waterman and seconded by Dr. Fisher that the motion be approved.

Dr. Dyer responded to questions from Senators.

Questions/comments from Senators:

- competing for good students, we have to recognize the accomplishments of the good students
- great reduction in bureaucracy
- encourages academic units not to give all scholarships to one student but spread the wealth
- scholarships can cover up to 1.5 times the per semester tuition, why not give the left over money to other students
- scholarships are awarded by academic units and they know the criteria and students' accomplishments
- beneficial to Deans in recruitment in looking for a particular type of student

The motion was put to a vote and carried.

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

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

He thanked Dr. Cecilia Reynolds and the student unions for another great week of orientation.

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

The President commented on the following:

- enrolment for undergraduate is fairly flat across the board; Grenfell Campus enrolment is down and the Marine Institute enrolment is up. Over 5% up in enrolment for graduate students with full-time enrolment up 6.5%;
- budget discussions with Government have started; October meeting is set to go regarding budget and operations;
- infrastructure for new Science building is on track;
- discussions are still ongoing for the Consolidation of Nursing Schools;
- public sector pension talk, Memorial pension is not part of the public pension act;
- discussions with the City about the traffic study, ie. options for campus traffic control and parking hubs with shuttles;
- launch of WW100 Commemoration Program;
- acquired Blue Whale skeleton which is funded externally;
- the Executive Committee of Senate at its meeting held in August was in agreement to a Senate review as it has been 10 years since this was last done, ie, structure, operation, types of Committees. Executive Committee of Senate to propose a committee to look at this.

The President acknowledged and thanked Dr. Noreen Golfman for taking on the role of Provost and Vice-President (Academic) *pro tempore* and Dr. Faye Murrin for taking on the role of Dean of Graduate Studies *pro tempore*. The process for the search committee for the new Provost and Vice-President (Academic) has been initiated and notice has gone out.

15. ADJOURNMENT

The meeting adjourned at 5:05 p.m.

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CHAIRMAN

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SECRETARY