



## **MEMORIAL UNIVERSITY SENATE**

### **AGENDA**

Tuesday, September 10, 2024

4:00-6:00 pm – WebEx

#### **LAND ACKNOWLEDGEMENT**

*We acknowledge that the lands on which memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of this province.*

#### **1.0 Approval of the Agenda**

##### **1.1 Meeting of September 10, 2024**

*APPROVAL*

#### **2.0 Procedural**

##### **2.1 Annual Motion to Grant Speaking Rights to Chairs of Senate Standing Committees**

*APPROVAL*

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#### **3.0 Approval of the Minutes**

##### **3.1 Meeting of April 9, 2024**

*APPROVAL*

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##### **3.2 Meeting of May 14, 2024**

*APPROVAL*

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#### **4.0 Consent Agenda**

##### **4.1 Report of the Senate Committee on Undergraduate Studies**

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*INFORMATION*

- i. Summary memo from the Secretary of the Senate Committee on Undergraduate Studies

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- ii. Proposed Calendar Changes – School of Arts and Social Sciences

*APPROVAL*

[Appendix F](#) (pp 40-60)

- iii. Proposed Calendar Changes – Faculty of Business Administration

*APPROVAL*

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- iv. Proposed Calendar Changes – Faculty of Science

*APPROVAL*

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- v. Proposed Calendar Changes – Faculty of Humanities and Social Sciences

*APPROVAL*

#### **4.2 Report of the Academic Council of the School of Graduate Studies**

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| i. | Summary memo from the Chair of the Academic Council of the School of Graduate Studies | <i>INFORMATION</i> |
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| iii. | Proposed Calendar Changes – Faculty of Science | <i>APPROVAL</i> |
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| iv. | Proposed Calendar Changes – Faculty of Humanities and Social Sciences | <i>APPROVAL</i> |
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### **5.0 New Business**

#### **5.1 Report of the Senate Committee on Elections, Committees, and Bylaws**

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| i. | Report on Senate Elections & Results and Summary of Student Representation | <i>INFORMATION</i> |
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| ii. | Recommendations for appointment of non-statutory Ex-Officio members of Senate | <i>APPROVAL</i> |
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| iii. | Recommendations for Appointment to Senate Committees | <i>APPROVAL</i> |
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| iv. | Request for nominations: Speaker of Senate | <i>INFORMATION</i> |
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| v. | Request for nominations: Ad-hoc Committee on the Ode to Newfoundland | <i>INFORMATION</i> |
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#### **5.2 Report of the Senate Committee on Honorary Degrees and Ceremonial**

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| i. | Recommendation for appointment of University Marshal | <i>APPROVAL</i> |
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#### **5.3 University Planning and Budget Committee – Request for Special Topics for November 2024**

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#### **5.4 Presentation from Dr. Delores Mullings, Vice-provost (Equity, Diversity, Inclusion and Anti-Racism), re: Dissemination Schedule for EDI-AR Strategic Report**

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*PRESENTATION*

#### **5.5 Motion presented by Mx. Alida Zedel, Executive Director of Campaigns, MUN Student's Union (MUNSU), re: Academic Amnesty for October 2, 2024**

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*APPROVAL*

**5.6 [Interim Report](#) of the Ad-hoc Committee on the Ode to Newfoundland (p 256)**

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- i. Motion to Suspend the Rules: Senate Bylaws §IV.C.3 & §IV.E.3 to allow for alternate methods of voting and participation of Observers in discussion

*APPROVAL*

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- ii. Interim Report and Recommendation for October 2024 Convocation

*APPROVAL*

**6.0 Reports of Officers**

**6.1 Remarks from the Chair**

*INFORMATION*

**6.2 Questions for the Chair**

**6.3 Remarks from the Deputy Chair**

*INFORMATION*

**6.4 Questions for the Deputy Chair**

**7.0 Notice of Motion**

**7.1 Motion to Disband the Ad-hoc Committee on the Ode to Newfoundland at Memorial's Convocation Ceremonies [Appendix Z](#) (Page 261)**

*APPROVAL*

**8.0 Other Business**

**9.0 Closed Session**

**9.1 Report of the Senate Committee on Honorary Degrees and Ceremonial**

- i. Recommendations for appointment(s) of *Professores Emeriti*

## APPENDIX A




Senate | Secretary of Senate

PO Box 4200  
St. John's, NL A1C 5S7  
Tel: 709 864 8867  
[www.mun.ca/senate](http://www.mun.ca/senate)

August 27, 2024

TO: The Chair and Members of Senate

FROM: Dr. Lee Ann McKivior, University Registrar and Interim Secretary of Senate 

SUBJECT: Motion to grant Speaking Rights to Chairs of Senate Standing Committees

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According to the bylaws of Senate, the Standing Committees of Senate may have members that are not simultaneously members of the Senate. Non-Senators who serve on Standing Committees of Senate are eligible to be elected to serve as the Chair of the Committee where no Chair is stipulated in that Committee's Terms of Reference. However, the Senate bylaws do not provide these members with speaking rights.

In order to ensure the ability of the Chairs of the Standing Committees of Senate to report to the Senate, it is proposed that it be

**RESOLVED** that any Chair of the Standing Committees of Senate who is not also a member of the Senate be permitted speaking rights at all meetings of Senate until August 31, 2025; *and further*

**RESOLVED** that any person granted speaking rights by this motion shall not be granted the right to move or second motions or to vote.

LAM/mb



## APPENDIX B

### MEMORIAL UNIVERSITY OF NEWFOUNDLAND

#### SENATE

The regular meeting of Senate was held on April 9, 2024 at 4:00 p.m. (NL time) in Room 1M101 Richard Fagan Lecture Room, Faculty of Medicine and via Webex.

#### 205. PRESENT

Dr. N. Bose – Chair	Dr. E. Haven	Dr. A. Pike
Dr. J. Lokash – Deputy Chair	Dr. R. Haynes	Ms. H. Pretty
Mr. M. Alam	Dr. N. Hurley	Dr. C. Purchase
Dr. T. Allen	Dr. P. Issahaku	Dr. P. Ride
Dr. J. Anderson	Dr. D. Keeping	Dr. S. Rowe
Ms. H. Bello	Dr. D. Kelly	Mr. S. Sayeedi
Dr. E. Bezzina	Dr. E. Kendall	Mr. S. Shah
Dr. A. Bittner	Mr. N. Keough	Dr. K. Shannahan
Ms. M. Broders	Dr. C. Kozak	Dr. K. Simonsen
Dr. T. Brown	Mr. E. Ludlow–Chancellor	Dr. J. Sinclair
Dr. S. Bugden	Dr. M. Marshall	Ms. B. Smith
Dr. K. Bulmer	Dr. D. McKeen	Dr. M. Stordy
Dr. R. Burry	Dr. L.A. McKivor	Dr. A.M. Sullivan
Dr. P. Button	Dr. L. Moores	Mr. P. Sullivan
Dr. T. Chapman	Dr. S. Moore	Dr. K. Szego
Mr. J. Chowdhury	Dr. P. Morrill	Ms. C. Walsh
Mr. C. Couturier	Dr. D. Mullings	Dr. A. Warren
Dr. A. Cunsolo	Dr. S. Neilsen	Dr. B. White
Dr. G. Curtis	Ms. T. Noseworthy	Dr. M. Woods
Dr. O. Dobre	Dr. P. Osmond-Johnson	
Dr. P. Dold	Dr. D. Peters	
Dr. E. Fraser		
Dr. T. Fridgen		
Dr. G. George		
Dr. M. Haghiri		
Mr. J. Harris		

#### PRESENT BY INVITATION

Dr. S. Sullivan, Chair, SCUgS

#### 206. OTHERS PRESENT (OBSERVERS)

Mr. Arif Abu	Ms. K. Butler	Mr. C. Pelley
Dr. C. Andersen	Dr. A. Craig	Ms. V. Pilgrim
Dr. P. Banahene	Ms. P. Dyke	Mr. A. Rahman
Mr. G. Barnes	Ms. M. Feltham	Ms. M. Wells
Ms. P. Beh	Ms. K. Follett	Ms. M. Whelan
Ms. M. Brown	Dr. G. Fugarino	Mx. Alida Zedel
Dr. J. Browne	Dr. D. Gill	
Ms. L. Browne	Ms. M. MacLean	
Ms. V. Collins		

207. APOLOGIES FOR ABSENCE

Dr. F. Bambico  
Dr. D. Hancock  
Dr. K. Hodgkinson  
Dr. L. Moore  
Dr. L. Twells

208. WELCOME:

The Chair welcomed all Senators to this hybrid meeting and read the land acknowledgement statement.

He also shared some housekeeping items.

Thanked the Faculty of Medicine for hosting a tour of their facilities and everyone who participated in this hybrid meeting.

209. MOTION TO ADOPT THE AGENDA

**RESOLVED:** That Senate approve the agenda for the April 9, 2024 meeting of Senate to be adopted as presented.

It was moved by Dr. M. Woods, seconded by Mr. C. Couturier, and carried that the agenda be approved as presented. There were no oppositions and no abstentions.

**Discussion/Questions:** None.

210. MINUTES

**RESOLVED:** That the minutes of the Special Senate meeting held on March 12, 2024, be approved as circulated.

It was moved by Dr. J. Lokash, seconded by Dr. S. Budgen, and carried that the minutes from the Special Senate meeting on March 12, 2024, be approved as circulated. Two members abstained from the vote. No members opposed the motion.

**Discussion/Questions:** None.

**RESOLVED:** That the minutes of the Regular Senate meeting held on March 12, 2024, be approved as circulated.

It was moved by Dr. J. Lokash, seconded by Dr. R. Burry, and carried that the minutes from the Regular Senate meeting on March 12, 2024, be approved as circulated. One member abstained from the vote. No members opposed the motion.

**Discussion/Questions:**

Correction: page 17:

- It was noted that the information in the report was recovered from other reports that were, in some instances, up to a decade old.

## **CONSENT AGENDA**

**RESOLVED:** That Senate approve the consent agenda as circulated.

It was moved by Dr. G. George, seconded by Dr. P. Dold, and carried that the consent agenda be approved as circulated. One member abstained and no members opposed.

**Discussion/Questions:** None.

### 211. 4.0 **Report of the Committee on Undergraduate Studies:**

#### 4.1 **Proposed Calendar Changes – Registrar's Office**

Proposed:

- General Academic Regulations (Undergraduate) – Several housekeeping items identified by SCUgS and the Registrar's Office.

### 212. 5.0 **Report of The Academic Council, School of Graduate Studies**

#### 5.1 The Faculty of Education:

New course ED 6464 (Equity, Diversity, Inclusion and De/Colonization in Education Contexts), and the associated revisions to Section 17.9 of the Calendar.

#### 5.2 School of Graduate Studies:

Revisions to Section 4.1.5 of the Calendar, recognizing that the English proficiency tests MUNTEL and CanTEST are discontinued.

#### 5.3 The Marine Institute:

Addition of an accelerated format for MSTM 6074 (Aquaculture Site & Operational Assessment), and the associated revisions to Section 26.3.5 of the Calendar

### 213. 6.0 **Recommendation of the Senate Committee on Elections, Committees and ByLaws (SCECB)**

#### 6.1 Graduate Students' Union - Nomination to Senate

#### 6.2 Memorial University of Newfoundland Students' Union (MUNSU) Student Senators (effective May 1, 2024 to April 30, 2025)

#### 6.3 Call for Nomination for Search Committee for Vice-President (Grenfell Campus)

#### 6.4 Election of Member: Collegial Governance Committee

## **REGULAR AGENDA**

The Chair invited Dr. Sullivan, Chair of SCUgS to introduce Item #7.1.

### 214. 7.0 **Report of Senate Committee on Undergraduate Studies**

#### 7.1 **Proposed Calendar Changes – SCUgS**

Proposed:

- Add a specific reference to the academic offences regulations which speak to the use of generative artificial intelligence, including a
  - secondary calendar change to revise the School of Graduate Studies section 4.12.4, which relates to academic misconduct and the use of Generative Artificial Intelligence.
- Add a statement to clarify the permissible use of assistive tools in the regulations governing the course syllabus.

The Senate Committee on Undergraduate Studies (SCUgS) approved a motion to create a joint sub-committee in Winter 2023 semester, with members from both the Teaching and Learning Committee and SCUgS, to delve into how artificial intelligence tools such as Chat GPT can impact teaching practices and how best to mitigate any negative effect these tools may have. Next steps for the sub-committee include development of definitions for the Calendar Glossary as well as a position statement on the use of detection software, and to clearly define the sub-committee's Terms of Reference for the future as an ongoing sub-committee of Senate.

**Discussion/Questions:** None.

**RESOLVED:** That Senate approve the proposed calendar changes regarding item #7.1 as presented in the attached Senate package of materials.

It was moved by Dr. E. Kendall, seconded by Dr. G. George, and carried that Senate approve these calendar changes. No members opposed the motion. One member abstained from the vote.

The Chair invited Dr. McKivor to introduce Item #8.1.

### 215. 8.0 **Recommendations of the Senate Committee on Elections, Committees and By-Laws (SCECB)**

#### 8.1 **Nominations re: Speaker of Senate -- Update**

Dr. McKivor advised that at the regular Senate meeting held on February 13, 2024, it was resolved that Senate approve amendments to the Senate By-Laws to introduce the roles of Speaker of Senate and Deputy Speaker of Senate. The first request for nominations or volunteers to fill the Speaker and Deputy Speaker of Senate role went out on Newsline-Newspost on March 27, 2024. The deadline for nominations is set for Thursday, April 25, 2024. Dr. McKivor noted that a reminder is scheduled for Newsline-Newspost prior to the

deadline, and if Senators have any questions about these positions, they should feel free to contact senate@mun.ca.

**Discussion/Questions:** none.

216. 9.0 **Motion – Senate Standing Committees – Election of Chair**

9.1 **Notice of Motion Received from Dr. E. Kendall at Senate meeting of March 12, 2024.**

Background as provided by Dr. Kendall: It is noted that certain Standing Committees have appointed or default Chairs. These appointments are contrary to democratic principles and may limit the engagement of other members of Senate. It is proposed that Standing Committee Chairs be elected annually.

Whereas Senate approves the structure and composition of its standing committees;  
And whereas the structure of some Standing Committees is at variance with sound democratic actions;

Therefore, be it resolved that each Standing Committees of Senate annually shall elect a Chair and other necessary officers at a time convenient for the business of that committee.

**RESOLVED:** That each Standing Committee of Senate annually elect a Chair and other necessary officers at a time convenient for the business of that Committee regarding item #9.1 as presented in the attached Senate package of materials.

It was moved by Dr. E. Kendall and seconded by Mr. N. Keough, that Senate accept the motion.

**Discussion/Questions -- Comments from Senators:**

Dr. McKivor, University Registrar and Interim Secretary of Senate asked Mr. B. Hammond to act as Interim Secretary of Senate during the discussion of item #9.1. Dr. McKivor then, as University Registrar, a voting member of Senate, proposed amending the motion put forward by Dr. Kendall.

Dr. McKivor reminded Senators that on May 9, 2023, Senate accepted a report from the ad hoc Senate Governance Review committee. Recommendation 3.4 of the report was to “propose a two-stage revision process for Senate's committee structure”. The rationale of this recommendation encouraged thoughtful engagement with stakeholders, to “foster a culture that exemplifies organizational values” and suggested “Senate committees should regularly review their membership, terms of reference, workflow processes, and workload, per the literature review” that was provided at the time. It was felt by the ad hoc committee that our “committee structures are due for a comprehensive review by the Senate as it must consider all options to become more effective and engaging to help lead Memorial forward. This review process is intricately connected with the previous EDI-AR & Indigenization recommendation” that was also included in the report.

Until such time as a complete and thorough review can take place, the Terms of Reference for the Senate Committee on Elections, Committees and By-Laws (SCECB) provide for that committee to "To recommend for Senate approval the structure and terms of reference of Senate standing committees, and any other committees as requested by Senate". SCECB recently supported and recommended to Senate an amendment to the Planning and Budget Committee's terms of reference to allow that committee to elect its own chair in September of each year. To this point, no other committee has made this request for consideration.

Dr. Kendall has included in his background material that "Specific chair appointments are contrary to democratic principles and may limit the engagement of other members of Senate". The intention of the amendment is not to disparage democratic practice, it is to highlight that Senate should review the overall committee structure to address multiple questions. By accepting the ad hoc governance review committee recommendation in May 2023 for a whole-scale review of Senate standing committees, there is opportunity to consider all elements of committee makeup, remit and applicability.

Having provided background rationale, Dr. McKivor proposed the following:

Whereas Senate approves the structure and composition of its standing committees; and whereas Senate has previously accepted on May 9, 2023 the recommendation that a revision process for Senate's standing committee structure takes place.

Therefore, be it resolved that beginning in May 2024, each of Senate's Standing Committees' Terms of Reference be considered as part of the revision process accepted by Senate in May 2023.

**RESOLVED:** That beginning in May 2024, each of Senate's Standing Committees' Terms of Reference be considered as part of the process accepted by Senate in May 2023.

#### **Further Discussion/Questions -- Comments from Senators:**

- The goal and spirit of Dr. Kendall's motion was to invigorate the democratic processes within Senate.
- It was noted that from time-to-time Senate may choose to give direction to standing committees.
- Each year Senate standing committees must review and submit proposals for changes to their terms of reference, if appropriate. The proposed changes must be considered by the Senate Committee on Elections, Committees and By-Laws, which sends its recommendations forward to Senate.
- Each year a committee member stands for election or re-election and in most cases that includes annual election of a committee chair.
- There are a few committees in which the process of annual election is not followed, and it was noted that goes against democratic tenets.
- In a democratic system a Standing Committee's chair should not be appointed defacto due to their position, but rather elected by the members of the committee.
- Since the Senate voted and agreed to undergo a wholesale review of its standing committees, why don't we let that process finish instead of pulling select pieces of the review out now?
- There was concern about how long the fulsome review of Standing Committee would

take, and Senators suggested that Standing Committees could begin the process of electing chairs annually, and if in the future observed good reasons to end the practice, they could propose to Senate a return to the current system.

- Some Senators suggested that the amendment to the original motion would essentially stop the original motion altogether and as such they stated that the amendment was not in the spirit of the original motion. As such, those members stated that according to Robert's Rules the motion to amend should have been ruled out of order.

It was moved by Dr. L. McKivor and seconded by Ms. M. Broders, but the motion was defeated, and no amendments were made to Dr. Kendall's original motion.

Having been duly moved by Dr. E. Kendall and seconded by Mr. N. Keough, it carried that Senate approve the motion that "each Standing Committee of Senate annually elect a Chair and other necessary officers at a time convenient for the business of that Committee". 24 members opposed the motion, and three members abstained from voting.

217. 10.0 **Recommendation of the ad hoc Committee Concerning the Ode to Newfoundland during the University's Convocation Ceremonies**

10.1 **Interim Report.**

The Chair noted that there has been a lot of coverage on the topic of pausing the Ode to Newfoundland at our convocations, both for and against. The topic raises strong feelings on both sides. As such, the Executive Committee considered the idea of conducting a paper-ballot system for voting on this agenda item. It is proposed that for those in the room, ballots be distributed and collected and for those online, a poll be launched, so that the process is anonymous.

**Senate By-Law IV. C. Rules of Order, Section 3.** states that *Voting shall be by show of hands, unless otherwise specified in these bylaws. Motions to provide for other methods of voting require the consent of the majority of the members present and voting.*

**Resolved,** that Senate agree to conduct any votes pertaining to the Ode to Newfoundland by way of an anonymous balloting system.

It was moved by Mr. C. Couturier, seconded by Dr. J. Lokash, and carried that Senate adopt an anonymous balloting system for voting on this particular agenda item.

In addition, given the nature of the topic it was felt that Senate may wish to allow the observers in the audience an opportunity to speak, which contravenes the bylaws of Senate and therefore also requires a vote. **Senate By-Law IV. E. Observers, Section 3.** indicates *Observers are not permitted to speak at meetings of the Senate.*

**Resolved,** that Senate agree to allow observers speaking rights for the duration of the discussion in this meeting pertaining to the Ode to Newfoundland.

It was moved by Dr. J. Lokash, seconded by Ms. M. Broders, and carried that Senate allow observers speaking privileges for this particular agenda item.

The Chair invited Dr. M. Woods, as an elected Senator on the committee to speak on item #10.1.

Dr. Woods advised that the *ad hoc* Committee of Senate Concerning the Ode to Newfoundland during the University's Convocation Ceremonies prepared a Preliminary Report per its Terms of Reference (updates approved March 12, 2024). Contained in the report is the committee's interim recommendation as noted in item #10.1 of the attached Senate agenda package.

**Discussion/Questions -- Comments from Senators:**

- It was noted that the *ad hoc* committee hopes to complete consultations on this issue before the next convocation cycle (October 2024), but given the scale of consultation that the *ad hoc* committee is considering there is a distinct possibility that timeline is unrealistic.
- A member asked to hear from Dr. Purchase, whose motion followed on the agenda and was in opposition to the current motion.
  - Dr. Purchase spoke to his motion and explained that he would withdraw his motion if the current motion to continue the pause was approved.
- Some members of the *ad hoc* committee were attending the Senate meeting and spoke on behalf of the recommendation, stating in particular that voting down the motion was a form of silencing the diverse voices of those who were selected to complete the *ad hoc* committee's mandate. More than that, the Ode ignores the history and culture of those whose lands these were prior to colonial settlement.
- The Ode and Convocation Ceremonies should be compatible with the Land Acknowledgment. There is thus merit in re-instating the Ode temporarily as a way of encouraging the provincial government to change and/or update the Ode (if the pause remains, we might be in a situation similar to last year, whereby the government in the House of Assembly responded by making an angry protest in the way that they sang the Ode in unison in the House).
- A member of the student union noted that most students seem more concerned with graduation requirements and consider convocation a degree granting exercise. They do not appear to be overly concerned with how the ceremonial aspects of the event play out.
- It was also noted that more than 50% of Memorial's Graduate Students are currently international, not domestic.
- As an educational institution, Memorial should be the intellectual leaders of the province. We are committed to EDI&AR and have made significant investments into EDI&AR portfolios and strategic planning. This means we should not only select those situations where it is convenient to represent its tenets, but we also need to do the hard things. We need to be equitable, diverse, inclusive and anti-racist in all that we do, including supporting the committee to do their work.

**RESOLVED:** Given that the ad-hoc committee concerning the Ode to Newfoundland at Memorial's convocation ceremonies has not completed consultation in order to make a more informed proposal, it is recommended that the pause on the Provincial Anthem of Newfoundland & Labrador (Ode to Newfoundland) be continued for the next cycle of convocation ceremonies (May 2024), while Senate awaits the final committee report as presented in item #10.1 in the attached Senate package of materials.

It was moved by Dr. M. Woods, seconded by Dr. J. Sinclair, and carried that Senate accept the preliminary report of the *ad hoc* committee and approve the recommendation to



continue the pause on the Provincial Anthem for the next cycle of convocation ceremonies. 21 members opposed the motion and two members abstained from the vote.

218. 11.0 **Motion - Recommendation that the Pause on the provincial Anthem of Newfoundland and Labrador (Ode to Newfoundland) is temporarily lifted for the next Cycle of Convocation Ceremonies (May 2024)**

11.1 **Notice of Motion Received from Dr. C. Purchase dated March 27, 2024.**

Dr. C. Purchase withdrew the motion to temporarily lift the pause on the singing of the Newfoundland Provincial Anthem during the next convocation ceremony.

219. 12.0 **Communication to Senate**

12.1 **Communication Received from Dr. D. Gill in Accordance with Senate ByLaw IV.B.1.**

- *Senate as the supreme academic body of the university reserves the right to initiate discussion and debate on any matter falling within its constitutional purview, and to receive for consideration in the first instance representations from any source, internal or external to the University.*

Dr. McKivor provided a brief explanation of how Senate came to receive the communication. There was a discussion on how the correspondence should be received and if it should become a part of Senate's official record.

Members of Senate agreed to accept the correspondence for information only and to provide no follow-up actions. The letter will remain as a part of the publicly accessible Senate agenda package, but would not be added to the minutes of the meeting.

**Discussion/Questions -- Comments from Senators:**

220. 13.0 **Remarks from the Chair of Senate – Question/Comments from Senators.**

Dr. N. Bose, Chair of Senate and President and Vice-Chancellor, *pro tempore* advised that he did not have any further updates for Senate.

Given that Mr. Glenn Barnes, Chair of the Board of Regents, had agreed to update Senate on the status of the Presidential Search Committee, and given that it was almost 6:00 pm, the Chair asked for a motion to extend the meeting of Senate by 30 minutes.

It was moved by Dr. C. Couturier, seconded by M. Broders, and carried that Senate would extend the meeting by 30 minutes to allow time for the Chair of the Board of Regents to update senators on the Search for a new University President.

221. 14.0 **Remarks from the Deputy Chair of Senate – Question/Comments from Senators**

The Chair invited Dr. J. Lokash, Deputy Chair of Senate to speak.

The Chair of Senate, and Interim University President, Dr. N. Bose, then left the meeting.

The Deputy Chair of Senate welcomed Mr. Glenn Barnes, Chair of the Board of Regents, to Senate to provide an update on the Presidential Search. She reminded Senators that during the December 12, 2023, Senate meeting a motion was approved to allow Mr. Glenn Barnes, Chair of the Board of Regents, speaking privileges at Senate for the duration of the current Presidential search process.

Dr. Lokash invited Mr. Barnes to speak.

Mr. Barnes thanked Dr. Lokash for the invitation to present an update on the search for Memorial's next President and Vice-Chancellor. He noted that in the spirit of collegial governance, he was pleased to join the meeting to share the latest information on the Presidential search process.

He advised that the terms of reference and membership structure for the Presidential Search Committee (PSC) was approved (comprised of students, faculty, staff, regents, and a member of the public – with 4 Senators: Dr. Lourdes Peña-Castillo, Cyr Couturier, Dr. Johnathan Pope, and Dr. Sylvia Moore), and the first PSC meeting was held on Friday, April 5, 2024.

He shared some decisions from this meeting: members met each other, reviewed the Presidential Search, Selection and Appointment policy and procedures, and reviewed the steps and schedules of recent past presidential searches in order to decide on the type of search support required. The PSC would be seeking the services of a professional search consultant. Also, the PSC agreed to form a sub-committee to develop a request for proposals from interested firms and evaluate proposals received, giving particular attention to the cost-benefit of each.

Mr. Barnes noted that for more information about the PSC to refer to the website: <https://www.mun.ca/regents/presidential-search/>

#### **Discussion/Questions:**

- A member expressed concern about the expertise and the cost OF using an outside search consulting firm.
- Did the PSC look at alternative search support options?
  - Mr. Barnes noted that the University's Human Resources department does not currently have the capacity to conduct fulsome searches for presidential candidates. The PSC weighed the advantages of hiring external consultants, and as a group made the decision to contract out that aspect of the search. Mr. Barnes reminded Senate that four Senators are among the members of the PSC and had been a part of the decision-making process.

Dr. Lokash thanked Mr. Barnes.

#### 222. **Any Other Business:**

Dr. Lokash asked Senators if there was any other business.

- A student Senator advised that Memorial University of Newfoundland Students' Union (MUNSU) would be hosting a Town Hall forum on Monday, April 22, 2024, at the Breezeway Café and Bar. Government leaders and University administrators; namely: The Hon. Krista Lynn Howell, Minister of Education; Mr. Tony Wakeham, Official Opposition; President Bose, Mr. Glenn Barnes, Chair of the Board of Regents, Mr. Earl Ludlow, Chancellor. All Senators were welcomed to attend.
- A student Senator advised that MUNSU stands with all Palestinian students who are currently watching a genocide unfold in their home country. It is important that government officials and university administration take steps to support all those affected by the Israeli occupation of Palestine and the recent siege in Gaza. The student Senator expressed concern that Memorial has not made public statements to admonish the Israeli treatment of people in the Gaza strip, and further that Memorial appears to continue upholding business relationships with companies associated with Israel.

223. **Adjournment:**

It was moved by Dr. P. Dold and seconded by Dr. T. Brown and carried that the meeting of Senate be adjourned. The meeting adjourned at 6:07 pm.

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CHAIR

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SECRETARY



## MEMORIAL UNIVERSITY SENATE

### MINUTES

Tuesday, May 14, 2024

4:00-6:00 pm – WebEx

#### PRESENT

Dr. J. Anderson  
Dr. K. Anderson  
Dr. R. Bailey  
Dr. E. Bezzina  
Dr. N. Bose, Chair  
Dr. P. Brett  
Mr. D. Budden  
Dr. D. Peters  
Dr. S. Bugden  
Dr. K. Bulmer  
Dr. P. Button  
Mr. C. Couturier  
Dr. A. Cunsolo  
Dr. O. Dobre  
Dr. P. Dold  
Mr. E. Durnford  
Dr. E. Fraser  
Mr. S. Ganesan

Dr. G. George  
Dr. S. Giwa  
Dr. E. Haven  
Dr. R. Haynes  
Dr. K. Hodgkinson  
Dr. P. Issahaku  
Dr. K. Jacobsen  
Dr. D. Keeping  
Dr. D. Kelly  
Dr. E. Kendall  
Mr. N. Keough  
Dr. J. Lokash, Deputy Chair  
Mr. E. Ludlow, Chancellor  
Dr. M. Marshall  
Dr. L. A. McKivior, Secretary  
Ms. B. Meaney  
Dr. L. Moore

Ms. T. Noseworthy  
Dr. P. Osmond-Johnson  
Dr. A. Pike  
Ms. H. Pretty  
Dr. P. Ride  
Ms. S. Rowe  
Dr. K. Shannahan  
Dr. J. Sinclair  
Dr. M. Stordy  
Dr. A.M. Sullivan  
Dr. K. Szego  
Dr. L. Twells  
Ms. C. Walsh  
Dr. A. Warren  
Dr. J. Westcott  
Dr. M. Woods  
Mx. A. Zedel

#### REGRETS

Dr. L. Moores

Dr. C. Purchase

Dr. K. Simonsen

#### ABSENT

Mr. M. Alam  
Dr. F. Bambico  
Dr. A. Bittner  
Dr. R. Burry  
Dr. T. Brown  
Dr. T. Chapman  
Dr. T. Fridgen  
Dr. D. Hancock

Dr. T. Hennessey  
Dr. N. Hurley  
Dr. C. Kozak  
Dr. K. Laing  
Dr. A. Loucks-Atkinson  
Dr. S. MacDonald  
Dr. S. Moore  
Dr. P. Morrill

Dr. D. Mullings  
Dr. S. Nielsen  
Dr. J. Pridham  
Ms. V. Quao  
Ms. B. Smith  
Mr. P. Sullivan  
Mr. S. Shah  
Dr. S. Shetranjiwalla

#### OBSERVERS

Dr. Tana Allen  
Dr. Catharyn Andersen  
Dr. Patricia Beh  
Dr. Lisa Browne  
Ms. Margot Brown

Dr. Alisa Craig  
Dr. Paula Dyke  
Ms. Virginia Fugarino  
Dr. John Hawboldt  
Dr. Kim Myrick

Mr. Chad Pelley  
Dr. Leslie Redmond  
Dr. Shannon Sullivan  
Ms. Martha Wells  
Ms. Meghan Whelan

#### RECORDING

Ms. M. Broders

Mr. B. Hammond

N. Bose delivered the land acknowledgement and called the meeting to order at 4:00 pm.

N. Bose thanked Senators for their participation in the April 9, 2024 hybrid meeting. He made note of the importance of ensuring that the ability to experience and participate in the business of Senate is equal across Memorial's campuses.

N. Bose further thanked Dr. Robert Bailey, Interim Vice-president (Grenfell Campus), and Dr. Ken Jacobson, Interim Dean, School of Art and Social Science for assuming those positions following the departure of Dr. Ian Sutherland. N. Bose also thanked the outgoing student Senators for 2023-2024, whose terms ended on May 1, and welcomed the incoming student Senators from MUNSU.

Finally, N. Bose acknowledged the recent passing of Dr. Martin Mulligan, a member of the University Community and active member of the Senate Committee on Honorary Degrees and Ceremonial.

## **1.0 Approval of the Agenda**

### **1.1 Meeting of May 14, 2024**

A draft agenda was circulated to Senators on May 7, 2024.

**MOTION** G. George / E. Bezzina

*RESOLVED* that the agenda be approved as circulated.

No discussion.

**CARRIED**

## **2.0 Approval of the Minutes**

### **2.1 Meeting of April 9, 2024.**

A draft of the minutes for the meeting of April 9, 2024, was circulated on May 7, 2024. N. Bose thanked those who had already passed along corrections to the Secretary of Senate.

**MOTION** C. Couturier / M. Woods

*RESOLVED* that the minutes for the meeting of April 9, 2024 be approved as circulated.

Discussion ensued regarding the scope of the corrections already suggested. L.A. McKivior advised the Senate that the suggested corrections were somewhat substantial in scope. Several Senators made further suggestions regarding the scope and language of the minutes.

**MOTION to WITHDRAW** C. Couturier / M. Woods

*RESOLVED* that the motion be withdrawn.

No discussion.

**CARRIED**

**WITHDRAWN**

L.A. McKivor advised that the minutes of the April 9, 2024 meeting would be revised and included in the agenda for the next regular meeting of Senate.

### **3.0 Consent Agenda**

#### **3.1 Report of the Senate Committee on Undergraduate Studies**

S. Sullivan, Chair, Senate Committee on Undergraduate Studies, presented the report of the Committee. The report includes recommendations regarding the following proposals (summarized):

##### **Faculty of Business Administration**

- Changes to prerequisite structure for BUSI 4545
- Changes to course titles for BUSI 3550 and BUSI 4550
- Changes to the course description of BUSI 4550 to reflect that it is not an extension of BUSI 3550.
- Changes to course description for BUSI 4560 International Finance to reflect the content that is required for a course in international finance.
- Deletion of BUSI 5530 Public Finance Proposed Calendar Changes

##### **Faculty of Education**

- Changes to ED 5000 (Teacher Development Seminar) to split a three (3) credit hour course that is completed over three consecutive semesters in the Bachelor of Education (Intermediate/Secondary) and Bachelor of Education (Intermediate/Secondary) Conjoint with the Diploma in Technology Education programs into three one credit-hour courses (ED 5103/5104/5105).
- Changes to ED 5001 (Teacher Development Seminar for Primary/Elementary) to split a three (3) credit hour course that is completed over three semesters in the Bachelor of Education (Primary/Elementary) as a First Degree and Bachelor of Education (Primary/Elementary) as a Second Degree into three one-credit hour courses (ED 5100/5101/5102)

The Committee recommends the adoption of all proposed changes.

**MOTION** P. Osmond-Johnson / P. Brett

*RESOLVED* that Senate approve the Consent Agenda as circulated.

No discussion.

**CARRIED**

**4.0 Regular Agenda**

**4.1 Update on Speaker and Deputy Speaker of Senate**

N. Bose informed Senators that the nominations for the election to the positions of Speaker and Deputy Speaker of Senate have now closed, and that information regarding voting in that election will be circulated following an upcoming meeting of the Senate Committee on Elections, Committees, and Bylaws.

**4.2 Presentation from Co-Chairs of the Senate Committee on Academic Appeals (“SCAA”)**

In keeping with continuing efforts to hear from the Chairs of the Standing Committees of Senate regarding the operations of their Committees, N. Bose invited Drs. L. Redmond and K. Hodgkinson, Co-Chairs of SCAA, to address the Senate.

The Co-Chairs outlined that the purpose of SCAA is to act as the final level of appeal within the University. The Committee hears appeals of all kinds and have recently noticed an increase in the number of appeals submitted. The Co-Chairs provided an overview of the types of appeals most commonly heard by the Committee and briefly discussed the process by which appeals are considered.

Following the conclusion of the presentation, N. Bose invited Senators to ask questions about the presentation.

M. Woods asked whether SCAA has the ability to advise as to institutional policy.

L. Redmond explained that the Committee or a given Panel thereof may issue communication to various University offices when concerns are identified in the course of the assessment of an appeal. This may include observations about consistently problematic regulations, or advice regarding the future handling of particular kinds of case. However, SCAA does not normally make recommendations regarding academic regulations, and cannot ensure that its recommendations are taken up.

Senators agreed that, in light of the fact that SCAA oversees many kinds of appeals, it may be beneficial for the Committee to report more regularly to Senate. L. Redmond agreed and it was noted that the office of the Secretary of Senate is able to assist with the transmission of recommendations from the Committee to Senate.

N. Bose thanked Drs. Redmond and Hodgkinson for their presentation.

## **5.0 Remarks from the Chair**

### **5.1 Remarks from N. Bose, President and Chair of Senate**

At the session of Convocation to be held on May 29, 2024, an Honorary Doctorate will be presented to Mr. Boyd Cohen. As Mr. Cohen's health is deteriorating and it is likely that he will be unable to travel from his home in Grand Falls to accept the Honorary Doctorate, N. Bose and E. Ludlow, Chancellor, visited Mr. Cohen in-person to present him the award in a small ceremony.

N. Bose is currently in Corner Brook, first for a meeting of the Board of Regents, followed by the Spring Convocation at the Grenfell Campus.

The Provost Search Committee will be meeting in the near future following multiple consultation sessions. The feedback gathered from the consultations has been compiled for members of the Committee, who will work on the creation of an advertisement for release as soon as possible.

#### **Questions for the Chair:**

Martha Wells, a delegate sent to Senate by the Lecturers' Union of Memorial University of Newfoundland ("LUMUN") inquired about progress on updates to the Senate bylaws to allow for non-tenured/permanent members of the academic staff in the membership of Senate.

L.A. McKivior made note that with the finalization of the positions of Speaker and Deputy Speaker, the inclusion of non-tenured/permanent members of the academic staff at Senate is a top priority for the Senate office and is being explored actively. Implementation of new membership guidelines is expected for September 2024.

C. Couturier inquired as to whether it would be practicable to hold a meeting of the Senate during the summer to approve changes to the membership prior to September 2024.

N. Bose agreed that this would be desirable if possible.

## **6.0 Remarks from the Deputy Chair**

### **6.1 Remarks from J. Lokash, Associate Vice-president (Academic) and Deputy Chair of Senate**

J. Lokash, due to a poor internet connection, provided the following remarks in writing via the WebEx chat function:



“I am happy to report that the decanal searches are going well, and I hope to make an announcement about the Dean of the Faculty of Business Administration by the end of this week. We are currently interviewing the longlist for the Faculty of Engineering and Applied Science. The other searches are moving along, and I am very grateful to all faculty, students, and administrators who are serving on search committees. I congratulate all of you on a successful Winter 2024 semester, and I wish you well for a productive and restful summer.”

No questions or comments were raised regarding the remarks of the Deputy Chair.

## **7.0 Other Business**

### **7.1 Communication regarding genocide in Gaza**

N. Keough noted that MUNSU is disappointed that they have received no communication from the University regarding requests for support for Palestinian students, as well as regarding the University’s willingness to disclose investments and general ties to the State of Israel.

N. Bose informed Senate that a communication had been prepared to be sent to MUNSU but seems to not have been received, and that he will verify that that communication was properly issued. He noted that a public statement would be released shortly.

### **7.2 Notice of Motion: Academic Amnesty**

A. Zedel provided notice to the Senate that at the regular meeting of Senate in September 2024, MUNSU will be presenting a motion for academic amnesty in respect of a protest scheduled for early October.

N. Bose advised that a written motion should be received by the Senate office to ensure that it is able to be duly considered by the Senate.

As there was no further business raised, N. Bose announced that, due to the discussion of confidential material issued by the Senate Committee on Honorary Degrees and Ceremonial, the Senate would be moving into a Closed Session.

Non-Senators were asked to leave the meeting, and the Secretary of Senate confirmed that those remaining were all Senators.

## **8.0 Report of the Senate Committee on Honorary Degrees and Ceremonial**

### **8.1 Recommendations for awarding of Honorary Degrees**

Two (2) recommendations were received from the Senate Committee on Honorary Degrees

and Ceremonial regarding the awarding of Honorary Degrees. Senators were given the opportunity to discuss the merits of each candidate prior to voting. Two (2) motions were made, seconded, and ultimately carried, resulting in both candidates being confirmed for receipt of Honorary Degrees.

#### **ADDENDUM**

Following a review of votes cast using the online WebEx polling tool and the Senate bylaws, it was determined by the Senate office that one of two motions had been tallied incorrectly, and that the result was therefore improperly called. Therefore, one candidate was confirmed for receipt of an Honorary Degree, while one was not confirmed. Senators were informed of this error and the according correction by the Secretary of Senate on May 24, 2024.

Having disposed of the business reserved for the Closed Session, N. Bose announced that the Closed Session was now over.

As there was no further business, the meeting was adjourned at 5:12 pm.

## APPENDIX D



Senate | Committee on Undergraduate Studies

PO Box 4200  
St. John's, NL A1C 5S7  
[www.mun.ca/senate](http://www.mun.ca/senate)

August 21, 2024

TO: Secretary of Senate

FROM: Secretary, Senate Committee on Undergraduate Studies

SUBJECT: Calendar Changes from May 2 and July 11, 2024 Meetings

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At meetings held on May 2, 2024, and July 11, 2024, the Senate Committee on Undergraduate Studies (the "Committee") considered and approved the following items in accordance with the authority delegated to it by the Senate:

### **Proposed Calendar Changes – School of Arts and Social Sciences (Grenfell Campus)**

- Add course numbers for Special Topics Courses (ENGL)
- New course HIST 2036

### **Proposed Calendar Changes – Faculty of Business Administration**

- New Courses – Business 2820, 3321, and 4520

### **Proposed Calendar Changes – Faculty of Science**

- New Course – EASC 2906

### **Proposed Calendar Changes – Faculty of Humanities and Social Sciences**

- ENGL 1020/1021 – Changes to Credit Restrictions
- Certificate in History and Philosophy of Science and Technology – New Course Additions and Amendments to Regulations
- New Course – LWPP/POSC 4220
- New Course – LWPP/POSC 4635
- New Courses – French 3661 and 4662
- Prerequisites of Updates to French Courses
- New Course – POSC/LWPP 4625
- New Course – RELS 2080

The Committee has received the information required for the approval of these changes.

The Committee further considered the following items on behalf of the Senate:

**Proposed Calendar Changes – School of Arts and Social Sciences (Grenfell Campus)**

- Adoption of HIST 3450 British History, 1485-1714 from the St. John's history course roster
- Adoption of HIST 4330 Aspects of Modern Britain: Victorian England, HIST 4480 Oral History, and HIST 4568 the Holocaust in Historical Perspective from the St. John's history course roster
- Change in the pre-requisites for HIST 4000-level seminars

**Proposed Calendar Changes – Faculty of Business Administration**

- Amendments to Regulations for Business Certificate and Diploma
  - 4.1 General Information
  - 5.4 Certificate in Business Administration
  - 5.5 Diploma in Business Administration
  - 6.3 Certificate in Business Administration
  - 6.4 Diploma in Business Administration
  - 11.1 Work Terms and Non-credit

**Proposed Calendar Changes – Faculty of Science**

- Amendment to Earth Science Program Regulations

**Proposed Calendar Changes – Faculty of Humanities and Social Sciences**

- LWSO Priority Registration Language
- Updates to POSC Regulations for Honors, Major, and Minor Programs

The Committee has received the information required for the approval of these calendar changes and recommends that the Senate approve the same.



Jennifer Porter  
Deputy Registrar and  
Secretary to the Committee

JMP/mb

Attachment

## APPENDIX E

### Memorial University of Newfoundland Undergraduate Calendar Change Proposal Form Cover Page

#### LIST OF CHANGES

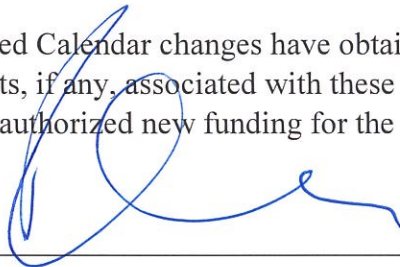
Indicate the Calendar change(s) being proposed by checking and completing as appropriate:

- ☐ New course(s):
- ☐ Amended or deleted course(s):
- ☐ New program(s):
- ☒ Amended or deleted program(s):
- ☐ New, amended or deleted Glossary of Terms Used in the Calendar entries
- ☐ New, amended or deleted Admission/Readmission to the University (Undergraduate) regulations
- ☐ New, amended or deleted General Academic Regulations (Undergraduate)
- ☐ New, amended or deleted Faculty, School or Departmental regulations
- ☐ Other:

#### ADMINISTRATIVE AUTHORIZATION

By signing below, you are confirming that the attached Calendar changes have obtained all necessary Faculty/School approvals, and that the costs, if any, associated with these changes can be met from within the existing budget allocation or authorized new funding for the appropriate academic unit.

Signature of Dean/Vice-President:



Date:

18/4/24

Date of approval by Faculty/Academic Council:

April 17/24

**Memorial University of Newfoundland  
Undergraduate Calendar Change Proposal Form  
Senate Summary Page for Courses**

**I. Adoption of HIST 3450 British History, 1485-1714 from the St. John's history course roster**

**RATIONALE**

This is a current course offered at Grenfell Campus, but it did not get added to the programme chart and this is an editorial fix.

**CALENDAR CHANGES**

(MUN online Calendar 2023-2024, 7.3.2 Bachelor of Arts with Major in Historical Studies <https://mun.ca/university-calendar/grenfell-campus/grenfell-campus/7/3/#d.en.305567>)

**7.3.2 Bachelor of Arts with Major in Historical Studies, p. 175, 2023-24 MUN Calendar**

12 credit hours in Early Western History chosen from: Anthropology 3520 or History 3520, Art History 2700 or History 2700, Art History 3700 or History 3700, Art History 3701 or History 3701, Classics 2035 or History 2035, Classics 2040 or History 2040, Classics 3090 or History 3090, History 2100, 2200, 2300, 2320, 2330, 3030, 3050, 3110, 3135,3320,3370,3445,3450,3551,3760,3786

**CALENDAR ENTRY AFTER CHANGES**

12 credit hours in Early Western History chosen from: Anthropology 3520 or History 3520, Art History 2700 or History 2700, Art History 3700 or History 3700, Art History 3701 or History 3701, Classics 2035 or History 2035, Classics 2040 or History 2040, Classics 3090 or History 3090, History 2100, 2200, 2300, 2320, 2330, 3030, 3050, 3110, 3135,3320,3370,3445,3450,3551,3760,3786

**SECONDARY CALENDAR CHANGES**

There are no secondary calendar changes needed because the course is already listed in the course descriptions for Historical Studies (MUN online Calendar 2023-2024, 13.18 Course Descriptions: History <https://mun.ca/university-calendar/grenfell-campus/grenfell-campus/13/18/#d.en.311675>).

**II. Adoption of HIST 4330 Aspects of Modern Britain: Victorian England, HIST 4480 Oral History, and HIST 4568 The Holocaust in Historical Perspective from the St. John's history course roster**

**RATIONALE**

These courses are part of the regular rotation of 4000-level seminars offered by members of the Historical Studies programme at Grenfell Campus, but they have never been regularized. The change is intended to correct that oversight.

**CALENDAR CHANGES**

13.18 History

**HIST 4320 Special Topics in European History: The British Empire, 1688 to the Present** has a range of special topics.

**HIST 4330 Aspects of Modern British History: Victorian England**

designates an industrial, urban, ostensibly democratic, country in the period when Britain was dominant in the world. 'Victoria' and 'England' are the starting points, however, for a critical examination of those characteristics in this seminar course.

**HIST 4410-4430 (Excluding 4411, 4419, 4421) Historical Problems** are specialized studies in historical problems.

**HIST 4480 Oral History**

examines the narratives of everyday people who tell their life experiences. This course focuses on the collection and analysis of oral narratives and how they can be used to illuminate the past. It considers the power of these narratives to shape constructions of the present and future for both narrators and audiences.

EO: Folklore 4480

**HIST 4560-4570 (Excluding 4568) Special Topics in Social and Intellectual History** are specialized studies in social and intellectual history.

**HIST 4568 Holocaust in Historical Perspective**

examines the origins of the Holocaust: the state-sponsored, systematic persecution and murder of approximately 6 million European Jews by Nazi Germany and its collaborators between 1933 and 1945. The Nazis persecuted millions more because of their religion, nationality, political views, mental or physical impairment, or sexual orientation. The course explains the historical, social, religious, political and economic factors that cumulatively resulted in the Holocaust.

**CALENDAR ENTRY AFTER CHANGES**

13.18 History

**HIST 4320 Special Topics in European History: The British Empire, 1688 to the Present**<sup>27</sup>

has a range of special topics.

**HIST 4330 Aspects of Modern British History: Victorian England**

designates an industrial, urban, ostensibly democratic, country in the period when Britain was dominant in the world. 'Victoria' and 'England' are the starting points, however, for a critical examination of those characteristics in this seminar course.

**HIST 4410-4430 (Excluding 4411, 4419, 4421) Historical Problems**

are specialized studies in historical problems.

**HIST 4480 Oral History**

examines the narratives of everyday people who tell their life experiences. This course focuses on the collection and analysis of oral narratives and how they can be used to illuminate the past. It considers the power of these narratives to shape constructions of the present and future for both narrators and audiences.

EQ: Folklore 4480

**HIST 4560-4570 (Excluding 4568) Special Topics in Social and Intellectual History**

are specialized studies in social and intellectual history.

**HIST 4568 Holocaust in Historical Perspective**

examines the origins of the Holocaust: the state-sponsored, systematic persecution and murder of approximately 6 million European Jews by Nazi Germany and its collaborators between 1933 and 1945. The Nazis persecuted millions more because of their religion, nationality, political views, mental or physical impairment, or sexual orientation. The course explains the historical, social, religious, political and economic factors that cumulatively resulted in the Holocaust.

**HIST 4730 Art History: Modern Art I**

is an examination of the cultural, social, and political forces which, from 1750 to 1850, were to have a major impact on modernity and later modern mi.

EQ: Visual Arts 4730

PR: 6 credit hours in mi history or permission of the chair of the Visual Arts Program

**SECONDARY CALENDAR CHANGES**

There are no secondary calendar changes needed.



### **III. Change in the pre-requisites for HIST 4000-level seminars**

#### **RATIONALE**

There are two parts to this revision. The first part involves the change in the pre-requisites themselves. Students majoring in Historical Studies are required to take two HIST 4000-level seminars, typically one when they are in third year and one when they are fourth year. Recently, the Historical Studies unit revised the pre-requisites for HIST 4000-level seminars to the following:

- HIST 1100, Exploring the Past, *ca.* 1400-1800
- HIST 1101, Critical Reading and Writing: Exploring the Past, *ca.* 1800-present
- 6 credit hours in history courses at the 2000 or 3000 level
- a pre-requisite/co-requisite: HIST 3840 Historical Methods
- or permission of the Chair of Historical Studies

However, HIST 3840 is generally offered every two years. The following scenario thus has arisen: a student entering third year hoping to take a HIST 4000-level seminar has not taken HIST 3840 and will not be able to take it until they are in their fourth year. Thus the student could not take the 4000-level course in third year as required. Given this scenario, the programme unit deemed it better to remove HIST 3840 as a pre-requisite/co-requisite.

The second change involves how the pre-requisites are presented in the MUN Calendar. Currently, the pre-requisites for all 4000-level history courses are indicated at the beginning of the History Course Descriptions (MUN online Calendar 2023-2024, 13.18 Course Descriptions: History <https://mun.ca/university-calendar/grenfell-campus/grenfell-campus/13/18/#d.en.311675>):

With the exception of 4000-level cross-listed courses, students enrolling in any 4000-level History course must have taken HIST 1100 and HIST 1101 and two HIST courses (six credit hours) at the 2000 or 3000 level. Also, students must have HIST 3840 as a pre-requisite or co-requisite. Alternatively, the student must have permission of the Chair of the Historical Studies programme.

However, students would not necessarily think to look at the beginning of the Course Description sections for information on HIST4000 pre-requisites. Moreover, if the pre-requisite is not listed with the individual courses, then the Banner system will not apply the pre-requisite.

Therefore, the above revised pre-requisites for HIST4000-level need to be included after each HIST4000-level course.

## CALENDAR CHANGES

(MUN online Calendar 2023-2024, 13.18 Course Descriptions: History)

<https://mun.ca/university-calendar/grenfell-campus/grenfell-campus/13/18/#d.en.311675>

~~With the exception of 4000 level cross-listed courses, students enrolling in any 4000 level History course must have taken HIST [1100](#) and HIST [1101](#) and two HIST courses (six credit hours) at the 2000 or 3000 level. Also, students must have HIST [3840](#) as a pre-requisite or co-requisite. Alternatively, the student must have permission of the Chair of the Historical Studies program.~~

## CALENDAR ENTRY AFTER CHANGES

N/A

## SECONDARY CALENDAR CHANGES

(MUN online Calendar 2023-2024, 13.18 Course Descriptions: History)

<https://mun.ca/university-calendar/grenfell-campus/grenfell-campus/13/18/#d.en.311675>

**HIST 4101 The Renaissance in Europe, 1400-1550** is a seminar on the Renaissance in Europe, particularly in Italy and northern Europe, focusing especially on its intellectual and cultural aspects but also the social and gender history of the topic.

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4230 Special Topics in Newfoundland History I** are specialized studies in the History of Newfoundland.

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4231 Special Topics in Newfoundland History II** are specialized studies in the History of Newfoundland.

CR: the former Political Science 4731

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4254 Special Topics in Canadian History: A History of Social Welfare** is a study of the broad theme of the state and social welfare in Canada. The course examines the origins of modern forms of social control as evidenced in the nineteenth century prison, the lunatic asylum, and the poorhouse. As well, the course compares Canadian and British and American social welfare institutions and policies, and traces their historical evolution into the twentieth century.  
**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level *(or permission of the Chair of Historical Studies)*

**HIST 4320 Special Topics in European History: The British Empire, 1688 to the Present** has a range of special topics.  
**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level *(or permission of the Chair of Historical Studies)*

**HIST 4330 Aspects of Modern British History: Victorian England**  
designates an industrial, urban, ostensibly democratic, country in the period when Britain was dominant in the world. 'Victoria' and 'England' are the starting points, however, for a critical examination of those characteristics in this seminar course.  
**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level *(or permission of the Chair of Historical Studies)*

**HIST 4410-4430 (Excluding 4411, 4419, 4421) Historical Problems** are specialized studies in historical problems.  
**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level *(or permission of the Chair of Historical Studies)*

**HIST 4480 Oral History**  
examines the narratives of everyday people who tell their life experiences. This course focuses on the collection and analysis of oral narratives and how they can be used to illuminate the past. It considers the power of these narratives to shape constructions of the present and future for both narrators and audiences.  
**EO:** Folklore 4480  
**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level *(or permission of the Chair of Historical Studies)*

**HIST 4560-4570 Special Topics in Social and Intellectual History** are specialized studies in social and intellectual history.  
**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level *(or permission of the Chair of Historical Studies)*

### **HIST 4568 Holocaust in Historical Perspective**

examines the origins of the Holocaust: the state-sponsored, systematic persecution and murder of approximately 6 million European Jews by Nazi Germany and its collaborators between 1933 and 1945. The Nazis persecuted millions more because of their religion, nationality, political views, mental or physical impairment, or sexual orientation. The course explains the historical, social, religious, political and economic factors that cumulatively resulted in the Holocaust.

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

## **SECONDARY CALENDAR ENTRY AFTER CHANGES**

**HIST 4101 The Renaissance in Europe, 1400-1550** is a seminar on the Renaissance in Europe, particularly in Italy and northern Europe, focusing especially on its intellectual and cultural aspects but also the social and gender history of the topic.

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4230 Special Topics in Newfoundland History I** are specialized studies in the History of Newfoundland.

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4231 Special Topics in Newfoundland History II** are specialized studies in the History of Newfoundland.

CR: the former Political Science 4731

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4254 Special Topics in Canadian History: A History of Social Welfare** is a study of the broad theme of the state and social welfare in Canada. The course examines the origins of modern forms of social control as evidenced in the nineteenth century prison, the lunatic asylum, and the poorhouse. As well, the course compares Canadian and British and American social welfare institutions and policies, and traces their historical evolution into the twentieth century.

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4320 Special Topics in European History: The British Empire, 1688 to the Present**

has a range of special topics.

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4330 Aspects of Modern British History: Victorian England**

designates an industrial, urban, ostensibly democratic, country in the period when Britain was dominant in the world. 'Victoria' and 'England' are the starting points, however, for a critical examination of those characteristics in this seminar course.

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4410-4430 (Excluding 4411, 4419, 4421) Historical Problems** are specialized studies in historical problems.

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4480 Oral History**

examines the narratives of everyday people who tell their life experiences. This course focuses on the collection and analysis of oral narratives and how they can be used to illuminate the past. It considers the power of these narratives to shape constructions of the present and future for both narrators and audiences.

EQ: Folklore 4480

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4560-4570 (Excluding 4568) Special Topics in Social and Intellectual History** are specialized studies in social and intellectual history.

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**HIST 4568 Holocaust in Historical Perspective**

examines the origins of the Holocaust: the state-sponsored, systematic persecution and murder of approximately 6 million European Jews by Nazi Germany and its collaborators between 1933 and 1945. The Nazis persecuted millions more because of their religion, nationality, political views, mental or physical impairment, or sexual orientation. The course explains the historical, social, religious, political and economic factors that cumulatively resulted in the Holocaust.

**PR:** HIST 1100, HIST 1101, and two history courses at the 2000 or 3000 level (or permission of the Chair of Historical Studies)

**Memorial University of Newfoundland  
Undergraduate Calendar Change Proposal Form  
Appendix Page**

**CONSULTATIONS SOUGHT**

<b>Academic Unit</b>	<b>Email Address</b>	<b>Response received</b>
Humanities and Social Sciences	<a href="mailto:hss@mun.ca">hss@mun.ca</a>	
Business Administration	<a href="mailto:eoldford@mun.ca">eoldford@mun.ca</a>	YES
Education	<a href="mailto:educdean@mun.ca">educdean@mun.ca</a>	
Engineering and Applied Science	<a href="mailto:enrconsult@mun.ca">enrconsult@mun.ca</a>	YES
Human Kinetics and Recreation	<a href="mailto:hkrdean@mun.ca">hkrdean@mun.ca</a>	)<
Medicine	<a href="mailto:deanofmedicine@med.mun.ca">deanofmedicine@med.mun.ca</a>	)c
Music	<a href="mailto:kbulmer@mun.ca">kbulmer@mun.ca</a>	
Nursing	<a href="mailto:deanNurse@mun.ca">deanNurse@mun.ca</a>	
Pharmacy	<a href="mailto:pharminfo@mun.ca">pharminfo@mun.ca</a>	'/-
Science	<a href="mailto:deansci@mun.ca">deansci@mun.ca</a>	X
Social Work	<a href="mailto:adeanugradswk@mun.ca">adeanugradswk@mun.ca</a>	X
Library	<a href="mailto:univlib@mun.ca">univlib@mun.ca</a>	X
<b>Grenfell Campus</b>		
Arts and Social Science	<a href="mailto:gcsass@mun.ca">gcsass@mun.ca</a>	

Science and the Environment      gcsse@mun.ca

Fine Arts      gcsofa@mun.ca

X

**Marine Institute**

miugconsultations@mi.mun.ca

**Labrador Institute**

Arctic and Subarctic Studies      ashlee.cunsolo@mun.ca

**LIBRARY REPORT**

No library report is required for these changes.

**RESOURCE IMPLICATIONS**

These calendar changes have no resource implications.

From: Peretti, Daniel dperetti@mun.ca  
Subject: RE: Adoption of FOLK4480  
Date: November 17, 2023 at 4:39PM  
To: White, Bonnie J. bjwhite@grenfell.mun.ca

**Hi Bonnie,**

We have no objection to the adoption of the course.

Sorry that took a bit. Have a great weekend.

Dan

From: White, Bonnie J. <bjwhite@grenfell.mun.ca>  
Sent: Thursday, November 16, 2023 4:44 PM  
**To:** Peretti, Daniel <dperetti@mun.ca>  
**Subject:** Fwd: Adoption of FOLK4480

Dear Daniel,  
I just wanted to follow up with you about HIST/FOLK 4480. Does your department have any objections to Historical Studies adopting the course?  
Best,  
**Bonnie**

Dr. Bonnie White  
Associate Professor, Historical Studies  
Grenfell Campus, MUN  
AS332Q  
7096396519

Begin forwarded message:

**From:** "White, Bonnie J." <bjwhite@grenfell.mun.ca>  
**Date:** November 13, 2023 at 11:07:22 AM NST  
**To:** dperetti@mun.ca  
**Subject:** Adoption of FOLK4480

Dear Daniel,  
I'm writing to ask if it would be alright for my program unit to adopt HIST/FOLK 4480 for our course roster? This course is regularly taught by Rainer Baehre but has never been regularized.

HIST/FOLK 4480 Oral History

examines the narratives of everyday people who tell their life experiences. This **course focuses on the collection and analysis of oral narratives and how they** can be used to illuminate the past. It considers the power of these narratives to shape constructions of the present and future for both narrators and **audiences.**



From: Webb, Jeff jawebb@mun.ca  
Subject: Re: HIST 4480  
Date: November 13, 2023 at 11:52AM  
To: Sebastien Rossignol srossignol@mun.ca, bjwhite@grenfell.mun.ca

Good morning Sebastien and Bonnie,

I very much appreciate the consideration and politeness of our colleagues in the Corner Brook campus consulting us. Bonnie, as far as I am concerned you are free to teach any MUN courses that you would like.

I'm sure that you will be keeping to the calendar description. I only mention that because I was approached by someone in a different department who wanted to cross list History 4568 and teach it in their department but teach it as a course on global genocide, not one that focused upon the Holocaust. To my way of thinking, that is a different course and should be proposed to be added to the calendar in the normal way.

We do not at the moment have a faculty member who regularly teaches the Holocaust, although Justin Fantauzzo has expressed an interest in doing it in the future, and we don't have anyone who has taught Victorian Britain courses, so there is no one to consult. I am the person who teaches the oral history course (which is cross listed with Folklore) and I am happy to have it taught in Corner Brook.

My apologies to both of you that I didn't get back to you earlier about your emails on other issues. I have been tardy in responding to some things as I have been distracted by some time sensitive matters.

Jeff

Jeff Webb  
Professor and Head  
Department of History  
Memorial University

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**From:** Sebastien Rossignol <srossignol@mun.ca>  
**Sent:** Monday, November 13, 2023 11:25:20 AM  
**To:** Webb, Jeff  
**Subject:** Fwd: HIST 4480

Hi Jeff,

see below. I'm not sure who teaches these courses. Do you have any objection? Should we consult with the instructors?

Sebastien

----- Original Message -----  
Subject: HIST 4480  
Date: 2023-11-13 11:03  
From: "White, Bonnie J." <bjwhite@grenfell.mun.ca>

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**From:** Oldford, Erin  
**Sent:** February 20, 2024 12:29 PM  
**To:** Penney, Shelli  
**Cc:** Jacobsen, Ken  
**Subject:** RE: calendar change proposals for univ-wide consultation

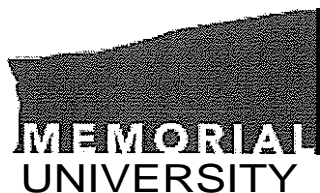
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Shelli,

Thank you for the opportunity to review. We see no impact on Business. A minor comment:

On page 2 it does seem like the phrase "12 credit hours in Later Western History chosen from" which is included in CALENDAR CHANGES is missing in CALENDAR ENTRY AFTER CHANGES.

Best,



ERIN OLDFORD, PhD (she/her)  
Associate Dean of Undergraduate Programs and Accreditation,  
Associate Professor of Finance, and  
Faculty Advisor to The Fund  
Faculty of Business Administration  
Memorial University of Newfoundland  
St. John's, Newfoundland & Labrador  
[www.business.mun.ca](http://www.business.mun.ca)



Good day,

Please see the attached calendar change proposals for HIST 3450/2026, Grenfell Campus. Please send any feedback to myself, [shellip@mun.ca](mailto:shellip@mun.ca) and copy Dr. Ken Jacobsen, Dean, School of Arts and Social Science at [c2ki@mun.ca](mailto:c2ki@mun.ca) by Wednesday, March 13<sup>th</sup>.

Thank you,

*Shelli Penney / Decanal Assistant, School of Arts and Social Science*  
Memorial University of NL, Grenfell Campus  
Email: [shellip@mun.ca](mailto:shellip@mun.ca)  
Phone: 709-637-6202  
Office No: AS303

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**From:** Engineering Consult <engrconsult@mun.ca>  
**Sent:** February 28, 2024 10:24 AM  
**To:** Penney, Shelli; Jacobsen, Ken  
**Cc:** George, Glyn; Edmunds, Jayde; Qiu, Wei  
**Subject:** Re: calendar change proposals for univ-wide consultation

Thank you for the opportunity to comment on the proposed Calendar changes for the history program in the School of Arts and Social Science.

At its meeting on Wed. Feb. 21, the Committee on Undergraduate Studies for the Faculty of Engineering and Applied Science determined that the proposed changes have no impact on our programs.

Dr. Glyn George, Chair  
Committee on Undergraduate Studies  
Faculty of Engineering and Applied Science Memorial University of Newfoundland  
St. John's NL A1B 3X5

On 2024-02-14 11:24, Penney, Shelli wrote:

> Good day,  
>  
> Please see the attached calendar change proposals for HIST 3450/2026,  
> Grenfell Campus. Please send any feedback to myself, shellip@mun.ca  
> and copy Dr. Ken Jacobsen, Dean, School of Arts and Social Science at  
> c2kj@mun.ca by Wednesday, March 13th.  
>  
> Thank you,  
>  
> \_Shelli Penney | Decanal Assistant, School of Arts and Social Science\_  
>  
>  
> Memorial University of NL, Grenfell Campus  
>  
> Email: shellip@mun.ca  
>  
> Phone: 709-637-6202  
>  
> Office No: AS303

## Memorial University of Newfoundland Undergraduate Calendar Change Proposal Form Cover Page

### LIST OF CHANGES

Indicate the Calendar change(s) being proposed by checking and completing as appropriate:

- ☐ New course(s):
- ☐ Amended or deleted course(s):
- ☐ New program(s):
- ☐ Amended or deleted program(s):
- ☐ New, amended or deleted Glossary of Terms Used in the Calendar entries
- ☐ New, amended or deleted Admission/Readmission to the University (Undergraduate) regulations
- ☐ New, amended or deleted General Academic Regulations (Undergraduate)
- ☒ New, amended or deleted Faculty, School or Departmental regulations
  - Faculty of Business Administration
    - 4.1 General Information
    - 5.4 Certificate in Business Administration
    - 5.5 Diploma in Business Administration
    - 6.3 Certificate in Business Administration
    - 6.4 Diploma in Business Administration
    - 11.1 Work terms and Non-credit
- ☐ Other:

### ADMINISTRATIVE AUTHORIZATION

By signing below, you are confirming that the attached Calendar changes have obtained all necessary Faculty/School approvals, and that the costs, if any, associated with these changes can be met from within the existing budget allocation or authorized new funding for the appropriate academic unit.

Signature of Dean/Vice-President:

Travor Brown

Digitally signed by Travor Brown  
Date: 2024.06.18 07:23:13  
-02'30'

Date:

June 17, 2024

Date of approval by Faculty/Academic Council:

June 11, 2024

# **Memorial University of Newfoundland Undergraduate Calendar Change Proposal Form Senate Summary Page for Regulations**

## **SECTION OF CALENDAR**

Indicate the section of the Calendar impacted by the proposed change(s):

- ☐ Glossary of Terms Used in the Calendar
- ☐ Admission/Readmission to the University (Undergraduate)
- ☐ General Academic Regulations (Undergraduate)
- ☐ Faculty of:
- ☐ School of:
- ☐ Department of:
- ☐ Other:

## **RATIONALE**

This package contains a number of changes to the regulations for the Certificate in Business Administration (Certificate) and the Diploma in Business Administration (Diploma). The rationale for each change is included in the numbered list which follows.

1. It is proposed that section 4.1 General Information be updated to explain that a student that has graduated with an undergraduate degree from the Faculty of Business Administration cannot subsequently complete the Certificate or the Diploma. Note that it is proposed that the same information be added to:
  - a. 5.4 Certificate in Business Administration
  - b. 5.5 Diploma in Business Administration

The Certificate (30 credit hours) and the Diploma (60 credit hours) consist of courses that are also required for the Bachelor of Commerce and Bachelor of Commerce (Co-operative). They are designed to meet the needs of individuals who hold full-time employment, who want to complement their work experience with business education and do so in a scaffolded approach. The intention is that an individual could complete the Certificate, then the Diploma and carry on to the Bachelor's degree should they be interested. The purpose of this change is to prevent students from completing the Bachelor's degree and attempting to "enhance" their resumes by going backwards and adding the Certificate and Diploma afterwards.

2. It is proposed that the requirement for the submission of a personal statement be removed from the admission requirements of the Certificate (Section 5.4.1 Categories of Applicants). This admission requirement has been included in the admission requirements since 2022 and the admissions committee feels that it has not provided any extra value. It is adding unnecessary administrative burden. This will also make the Certificate more accessible to a diversity of learners which aligns with Memorial's focused goal "creating new learning pathways for a diversity of learners through continuing education and an ethos of lifelong learning". Aligned with Memorial's focus of enhancing the student experience, this will also help develop a culture of inclusion by welcoming and supporting learners from all backgrounds. With this requirement removed, admissions to the Certificate will be handled at the central administration 41

level (the Registrar's Office) rather than by the admissions committee in the Faculty as the academic requirements for admission to the Certificate are the same as general admission requirements to the University.

3. Update to section 6.3 to add BUSI 200W (Professional Development Seminar I) as a requirement for the Certificate. Note that as the Certificate is an admission requirement to the Diploma, BUSI 200W will also be required for the Diploma.

BUSI 200W is an online seminar that encourages students to recognize, foster and apply their interests and strengths towards the selection and achievement of their career and educational goals. Students will develop skills relevant to professional standards worldwide, providing them a first step towards their professional ambitions. This seminar is the first of three professional development seminars that are required for our undergraduate degree programs.

The content of this seminar will add value to the Certificate which is designed to complement the experience of working professionals. In addition, it will place graduates of the Certificate in a better position should they choose to continue their business education with the Faculty of Business given that it is a requirement of our degree programs.

From an administrative perspective, it also adds a course requirement that is only available to students who are admitted to the program which helps prevent students from completing all requirements for the Certificate and applying to graduate before they have even been admitted. This has been an issue historically as the Faculty allows students outside of Business to complete BUSI courses at the 2000 level. It is possible to complete all requirements of the Certificate program at the 1000 and 2000 level meaning students are currently able to complete all requirements for the Certificate and apply to graduate without ever having been admitted. We then have to require students to apply for admission and manually "roll back" their admissions applications to ensure they are admitted prior to them graduating. Adding this required course that is restricted to students admitted into one of our programs will mean students will not be able to get to graduation without already being admitted.

4. Update to the "Program of Study for the Diploma in Business Administration" table in section 6.4 Diploma in Business Administration.

The current structure of the Program of Study for the Diploma in Business Administration table does not clearly display what courses Diploma students are required to complete beyond the Certificate. As previously mentioned, the Certificate is an admission requirement to the Diploma. Given that there is some choice in the courses that a student can complete as part of the Certificate, the current structure leaves room for interpretation on what courses a student needs to complete based on what they chose to complete as part of the Certificate.

It is proposed that the column "30 Credit Hours Required Prior to Admission" (intended to be the Certificate courses) and the column "30 Credit Hours Required After Admission" be removed and replaced with the list of the 60 credit hours that are required of the Diploma. This means that the program requirements will speak to the Diploma independently of the Certificate making the 60-credit hour requirement for the

Diploma very clear. The verification of the completion of the Certificate requirements is checked at the point of admission into the Diploma.

5. Change to the pre-requisite on BUSI 200W in section 11.1 to add the Certificate in Business Administration.

As we are proposing that Certificate students should be required to complete BUSI 200W as part of that program, we need to adjust the pre-requisite that is currently on this course as it currently requires admission into one of the degree programs. Admission into the Certificate should be added to this to account for these students. Note that a previous calendar change has been approved to make an adjustment to this pre-requisite so this is the version that is used here rather than the current 2023-2024 Calendar version.

## **ANTICIPATED EFFECTIVE DATE**

Fall 2025

## **CALENDAR CHANGES**

### 4.1 General Information

1. The Office of the Registrar and the Faculty of Business Administration will assist students with any questions or problems which might arise concerning the interpretation of academic regulations. It is, however, the responsibility of students to see that their academic programs meet the University's regulations in all respects.
2. No student shall obtain more than one undergraduate business degree from Memorial University of Newfoundland.
3. A Certificate in Business Administration cannot be awarded to those who have already been awarded an undergraduate degree through the Faculty of Business Administration.
4. A Diploma in Business Administration cannot be awarded to those who have already been awarded an undergraduate degree through the Faculty of Business Administration.
5. The Faculty of Business Administration may recommend that transfer credit for certain Business courses be awarded on the basis of successful completion of academic and professional courses that lead to a professional designation. Applications for [transfer credit](#) should be made through the Office of the Registrar.

6. With the exception of Faculty of Business Administration service courses outlined on the Faculty of Business Administration website, all BUSI courses at the 3000 level and higher are restricted to students who have been admitted to one of the programs outlined under [General Degrees](#). Other students will be admitted to these courses only with the approval of the Academic Programs Office.
7. All business degree students will complete a common first year called [Business One](#), after which they must apply for entry into either the Bachelor of Commerce or the Bachelor of Commerce (Co-operative). Modifications to Business One requirements for the Joint Degrees of Bachelor of Commerce and Bachelor of Music are outlined in [Program of Study for the Bachelor of Commerce Component of the Joint Degrees of Bachelor of Commerce and Bachelor of Music](#).

## 5.4 Certificate in Business Administration

### On this page

- [5.4.1 All Categories of Applicants](#)

### 5.4.1 All Categories of Applicants

1. To be considered for admission to the Certificate in Business Administration, applicants must be eligible for Admission to Memorial University of Newfoundland.
2. Applicants who are new to the University should follow the application instructions at [www.mun.ca/undergrad/apply](http://www.mun.ca/undergrad/apply).
- ~~3. The applicant must submit a personal statement highlighting the applicant's relevant past experiences, career plans, and motivation for pursuing the Certificate.~~
3. [An applicant previously awarded an undergraduate degree from the Faculty of Business Administration is not admissible to the Certificate in Business Administration.](#)
4. Meeting the minimum admission requirements does not guarantee acceptance into the Certificate in Business Administration program.



5. In the case where students have been required to withdraw from one of the Faculty's other undergraduate programs, the Admissions Committee of the Faculty may consider the circumstances of the required withdrawal in its admission decision.
6. The final decision on admission or readmission to the Certificate in Business Administration program rests with the Admissions Committee of the Faculty.

## 5.5 Diploma in Business Administration

### On this page

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- **5.5.1 All Categories of Applicants**
- 

### ***5.5.1 All Categories of Applicants***

#### **1. Admission**

- a. To be considered for admission to the Diploma in Business Administration, applicants must have been admitted to and successfully completed the [Certificate in Business Administration](#).
- b. The primary criterion used in reaching decisions on applications for admission into the Diploma in Business Administration is overall academic achievement.
- c. [An applicant previously awarded an undergraduate degree from the Faculty of Business Administration is not admissible to the Diploma in Business Administration.](#)
- d. Meeting the minimum admission requirements does not guarantee acceptance into the Diploma in Business Administration program.
- e. In the case where students have been required to withdraw from one of the Faculty's other undergraduate programs, the Admissions Committee of the Faculty may consider the circumstances of the required withdrawal in its admission decision.

- f. The final decision on admission or readmission to the Diploma in Business Administration program rests with the Admissions Committee of the Faculty.

## 2. Readmission

- a. Students who have been required to withdraw from the Diploma in Business Administration program may be considered for readmission after the lapse of one semester.
- b. Applicants for readmission must have an overall average of 65% over their last 15 credit hours of courses taken. In the event that a student has more than the 15 credit hours of courses needed in the earliest term used, the 15 credit hours of courses with the highest grades in that term will be used.

## 6.3 Certificate in Business Administration

- The full or part-time Certificate in Business Administration is comprised of 30 credit hours.
- To be considered for graduation a student must have been admitted to the Certificate program and successfully complete the 30 credit hours as outlined below in [Program of Study for the Certificate in Business Administration](#).
- The student must have achieved an overall grade point average of at least 2.5 and a numeric average of at least 60% in the courses that comprise the 30 credit hours. A student failing to meet this requirement will be required to repeat a course(s) to raise the overall average and/or GPA to the minimum acceptable level.
- Critical Reading and Writing (CRW) courses are regulated by the Faculty of Humanities and Social Sciences. Eligible CRW courses are indicated under [Memorial University of Newfoundland Critical Reading and Writing \(CRW\)](#).
- A student pursuing the Certificate in Business Administration will be required to complete more than half of the total credit hours required for the Certificate at this University. The courses comprising these credit hours must be applicable to the Certificate in Business Administration.

- A student pursuing the Certificate in Business Administration who has completed a Bachelor's degree at this University or another recognized post-secondary institution, will be required to complete at least 15 credit hours at this University beyond those required for that degree. The courses comprising these credit hours must be applicable to the Certificate in Business Administration as outlined below in [Program of Study for the Certificate in Business Administration](#).
- A student should plan the program of study carefully as course offerings vary from term to term. A student is advised to consult with an academic advisor in the [Academic Programs Office](#) to discuss program planning by email to

#### Program of Study for the Certificate in Business Administration

##### **Required Courses** Program Requirements

BUSI 1000, 2011, 2111, 2205, 2600, [200W](#)

6 credit hours in English, 3 credit hours of which may be replaced by any [Memorial University of Newfoundland Critical Reading and Writing \(CRW\) course](#)

9 credit hours chosen from: BUSI 2012, 2112, 2720, 3005, 3310, 3325, 3335, 3401, 3550, 3700, 4306, 4720, Economics, Economics

## 6.4 Diploma in Business Administration

- The full or part-time Diploma in Business Administration is comprised of 60 credit hours.
- To be considered for graduation a student must have been admitted to the Diploma program and have successfully completed the 60 credit hours outlined below in [Program of Study for the Diploma in Business Administration](#).
- A student must achieve an overall grade point average of at least 2.5 and a numeric average of at least 60% in the courses which comprise the 60 credit hours outlined below in [Program of Study for the Diploma in Business Administration](#). A student failing to meet this requirement will be required to repeat a course(s) to raise the overall average and/or GPA to the minimum acceptable level.

- Critical Reading and Writing (CRW) courses are regulated by the Faculty of Humanities and Social Sciences. Eligible CRW courses are indicated under [Memorial University of Newfoundland Critical Reading and Writing \(CRW\)](#).
- A student pursuing the Diploma in Business Administration will be required to complete more than half of the total credit hours required for the Diploma at this University. The courses comprising these credit hours must be applicable to the Diploma in Business Administration.
- A student pursuing the Diploma in Business Administration who has completed a Bachelor's degree at this University or another recognized post-secondary institution, will be required to complete at least 30 credit hours at this University beyond those required for that degree. The courses comprising these credit hours must be applicable to the Diploma in Business Administration.
- A student should plan the program of study carefully as course offerings vary from term to term. A student is advised to consult with an academic advisor in the [Academic Programs Office](#) to discuss program planning by email to

#### Program of Study for the Diploma in Business Administration

#### ~~30 Credit Hours Required Prior to Admission~~ Program Requirements

BUSI 1000, 2011, 2012, 2111, 2112, 2205, 2600, 2720, 200W

6 credit hours in English, 3 credit hours of which may be replaced by any [Memorial University of Newfoundland Critical Reading and Writing \(CRW\)](#) course

Economics 1010, Economics 1020

Mathematics 1000 or Mathematics 1005 (see note 1)

Statistics 2500 or equivalent

3 credit hours in non-BUSI electives. Non-Business electives can be chosen from any discipline except Business.

3 credit hours chosen from BUSI 3325 or 3335

9 12 credit hours chosen from of the following:

BUSI \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

~~Economics \_\_\_\_\_, Economics \_\_\_\_\_~~

#### ~~30 Credit Hours Required After Admission~~

~~BUSI 2012, 2112, 2720~~

~~3 credit hours chosen from BUSI 3325 or 3335~~

~~3 credit hours chosen from  
BUSI 3310, 3325, 3335, 3401, 3550, 3700, 4306, 4720~~

~~Economics 1010, Economics 1020~~

~~Mathematics 1000 or Mathematics 1005 (see note 1)~~

~~Statistics 2500 or equivalent~~

~~3 credit hours in non-BUSI electives. Non-Business electives can be chosen from any discipline except Business.~~

## Notes:

1. Mathematics 1005 is a calculus course intended for business students and is not intended for those planning on taking further calculus courses. Business students who plan to take further calculus courses should complete Mathematics 1000 instead of Mathematics 1005.
2. This table includes all courses required for the Diploma in Business Administration. Courses completed as part of the Certificate in Business Administration may be used to fulfill these requirements.

# 11.1 Work Terms and Non-Credit

*(Based on previously approved proposal)*

**200W Business Professional Development Seminar 1** is an online seminar that encourages students to recognize, foster and apply their interests and strengths towards the selection and achievement of their career and educational goals. Students will develop skills relevant to professional standards worldwide, providing them a first step towards their professional ambitions. This seminar is mandatory, non-credit with a PAS/FAL marking scheme, and will be recorded on the student's transcript.

CH: 0

PR: admission into the Certificate in Business Administration, Bachelor of Commerce or the Bachelor of Commerce (Co-operative) program

## CALENDAR ENTRY AFTER CHANGES

# 4.1 General Information

1. The Office of the Registrar and the Faculty of Business Administration will assist students with any questions or problems which might arise concerning the interpretation of academic regulations. It is, however, the responsibility of students to see that their academic programs meet the University's regulations in all respects.
2. No student shall obtain more than one undergraduate business degree from Memorial University of Newfoundland.

3. A Certificate in Business Administration cannot be awarded to those who have already been awarded an undergraduate degree through the Faculty of Business Administration.
4. A Diploma in Business Administration cannot be awarded to those who have already been awarded an undergraduate degree through the Faculty of Business Administration.
5. The Faculty of Business Administration may recommend that transfer credit for certain Business courses be awarded on the basis of successful completion of academic and professional courses that lead to a professional designation. Applications for [transfer credit](#) should be made through the Office of the Registrar.
6. With the exception of Faculty of Business Administration service courses outlined on the Faculty of Business Administration website, all BUSI courses at the 3000 level and higher are restricted to students who have been admitted to one of the programs outlined under [General Degrees](#). Other students will be admitted to these courses only with the approval of the Academic Programs Office.
7. All business degree students will complete a common first year called [Business One](#), after which they must apply for entry into either the Bachelor of Commerce or the Bachelor of Commerce (Co-operative). Modifications to Business One requirements for the Joint Degrees of Bachelor of Commerce and Bachelor of Music are outlined in [Program of Study for the Bachelor of Commerce Component of the Joint Degrees of Bachelor of Commerce and Bachelor of Music](#).

## 5.4 Certificate in Business Administration

### On this page

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- [5.4.1 All Categories of Applicants](#)

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### ***5.4.1 All Categories of Applicants***

1. To be considered for admission to the Certificate in Business Administration, applicants must be eligible for Admission to Memorial University of Newfoundland.

2. Applicants who are new to the University should follow the application instructions at [www.mun.ca/undergrad/apply](http://www.mun.ca/undergrad/apply).
3. An applicant previously awarded an undergraduate degree from the Faculty of Business Administration is not admissible to the Certificate in Business Administration.
4. Meeting the minimum admission requirements does not guarantee acceptance into the Certificate in Business Administration program.
5. In the case where students have been required to withdraw from one of the Faculty's other undergraduate programs, the Admissions Committee of the Faculty may consider the circumstances of the required withdrawal in its admission decision.
6. The final decision on admission or readmission to the Certificate in Business Administration program rests with the Admissions Committee of the Faculty.

## 5.5 Diploma in Business Administration

### On this page

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- **5.5.1 All Categories of Applicants**
- 

### ***5.5.1 All Categories of Applicants***

#### **1. Admission**

- a. To be considered for admission to the Diploma in Business Administration, applicants must have been admitted to and successfully completed the [Certificate in Business Administration](#).
- b. The primary criterion used in reaching decisions on applications for admission into the Diploma in Business Administration is overall academic achievement.

- c. An applicant previously awarded an undergraduate degree from the Faculty of Business Administration is not admissible to the Diploma in Business Administration.
- d. Meeting the minimum admission requirements does not guarantee acceptance into the Diploma in Business Administration program.
- e. In the case where students have been required to withdraw from one of the Faculty's other undergraduate programs, the Admissions Committee of the Faculty may consider the circumstances of the required withdrawal in its admission decision.
- f. The final decision on admission or readmission to the Diploma in Business Administration program rests with the Admissions Committee of the Faculty.

## 2. Readmission

- a. Students who have been required to withdraw from the Diploma in Business Administration program may be considered for readmission after the lapse of one semester.
- b. Applicants for readmission must have an overall average of 65% over their last 15 credit hours of courses taken. In the event that a student has more than the 15 credit hours of courses needed in the earliest term used, the 15 credit hours of courses with the highest grades in that term will be used.

## 6.3 Certificate in Business Administration

- The full or part-time Certificate in Business Administration is comprised of 30 credit hours.
- To be considered for graduation a student must have been admitted to the Certificate program and successfully complete the 30 credit hours as outlined below in [Program of Study for the Certificate in Business Administration](#).
- The student must have achieved an overall grade point average of at least 2.5 and a numeric average of at least 60% in the courses that comprise the 30 credit hours.



A student failing to meet this requirement will be required to repeat a course(s) to raise the overall average and/or GPA to the minimum acceptable level.

- Critical Reading and Writing (CRW) courses are regulated by the Faculty of Humanities and Social Sciences. Eligible CRW courses are indicated under [Memorial University of Newfoundland Critical Reading and Writing \(CRW\)](#).
- A student pursuing the Certificate in Business Administration will be required to complete more than half of the total credit hours required for the Certificate at this University. The courses comprising these credit hours must be applicable to the Certificate in Business Administration.
- A student pursuing the Certificate in Business Administration who has completed a Bachelor's degree at this University or another recognized post-secondary institution, will be required to complete at least 15 credit hours at this University beyond those required for that degree. The courses comprising these credit hours must be applicable to the Certificate in Business Administration as outlined below in [Program of Study for the Certificate in Business Administration](#).
- A student should plan the program of study carefully as course offerings vary from term to term. A student is advised to consult with an academic advisor in the [Academic Programs Office](#) to discuss program planning by email to .

#### Program of Study for the Certificate in Business Administration

##### Program Requirements

BUSI [1000](#), [2011](#), [2111](#), [2205](#), [2600](#), [200W](#)

6 credit hours in English, 3 credit hours of which may be replaced by any [Memorial University of Newfoundland Critical Reading and Writing \(CRW\) course](#)

9 credit hours chosen from: BUSI [2012](#), [2112](#), [2720](#), [3005](#), [3310](#), [3325](#), [3335](#), [3401](#), [3550](#), [3700](#), [4306](#), [4720](#), Economics , Economics

## 6.4 Diploma in Business Administration

- The full or part-time Diploma in Business Administration is comprised of 60 credit hours.
- To be considered for graduation a student must have been admitted to the Diploma program and have successfully completed the 60 credit hours outlined below in [Program of Study for the Diploma in Business Administration](#).
- A student must achieve an overall grade point average of at least 2.5 and a numeric average of at least 60% in the courses which comprise the 60 credit hours outlined below in [Program of Study for the Diploma in Business Administration](#). A student failing to meet this requirement will be required to repeat a course(s) to raise the overall average and/or GPA to the minimum acceptable level.
- Critical Reading and Writing (CRW) courses are regulated by the Faculty of Humanities and Social Sciences. Eligible CRW courses are indicated under [Memorial University of Newfoundland Critical Reading and Writing \(CRW\)](#).
- A student pursuing the Diploma in Business Administration will be required to complete more than half of the total credit hours required for the Diploma at this University. The courses comprising these credit hours must be applicable to the Diploma in Business Administration.
- A student pursuing the Diploma in Business Administration who has completed a Bachelor's degree at this University or another recognized post-secondary institution, will be required to complete at least 30 credit hours at this University beyond those required for that degree. The courses comprising these credit hours must be applicable to the Diploma in Business Administration.
- A student should plan the program of study carefully as course offerings vary from term to term. A student is advised to consult with an academic advisor in the [Academic Programs Office](#) to discuss program planning by email to

#### **Program Requirements**

BUSI [1000](#), [2011](#), [2012](#), [2111](#), [2112](#), [2205](#), [2600](#), [2720](#), [200W](#)

## Program Requirements

6 credit hours in English, 3 credit hours of which may be replaced by any [Memorial University of Newfoundland Critical Reading and Writing \(CRW\)](#) course

Economics [1010](#), Economics [1020](#)

Mathematics [1000](#) or Mathematics [1005](#) (see note 1)

Statistics [2500](#) or equivalent

3 credit hours in [non-BUSI electives](#). Non-Business electives can be chosen from any discipline except Business.

3 credit hours chosen from BUSI [3325](#) or [3335](#)

12 credit hours chosen from of the following: BUSI [3005](#), [3310](#), [3325](#), [3335](#), [3401](#), [3550](#), [3700](#), [4306](#), [4720](#)

## Notes:

1. Mathematics [1005](#) is a calculus course intended for business students and is not intended for those planning on taking further calculus courses. Business students who plan to take further calculus courses should complete Mathematics [1000](#) instead of Mathematics [1005](#).
2. This table includes all courses required for the Diploma in Business Administration. Courses completed as part of the Certificate in Business Administration may be used to fulfill these requirements.

## 11.1 Work Terms and Non-Credit

*(Based on previously approved proposal)*

**200W Business Professional Development Seminar 1** is an online seminar that encourages students to recognize, foster and apply their interests and strengths towards the selection and achievement of their career and educational goals. Students will develop skills relevant to professional standards worldwide, providing them a first step towards their professional ambitions. This seminar is mandatory, non-credit with a PAS/FAL marking scheme, and will be recorded on the student's transcript.

CH: 0

PR: admission into the Certificate in Business Administration, Bachelor of Commerce or the Bachelor of Commerce (Co-operative) program

# Memorial University of Newfoundland Undergraduate Calendar Change Proposal Form Appendix Page

## CONSULTATIONS SOUGHT

Academic Unit	Response
Humanities and Social Sciences	Yes
Education	No
Engineering and Applied Science	No
Human Kinetics and Recreation	No
Medicine	Yes
Music	No
Nursing	Yes
Pharmacy	Yes
Science	No
Social Work	No
Library	No
<b>Grenfell Campus</b>	
Arts and Social Science	Yes
Science and the Environment	No
Fine Arts	No
<b>Marine Institute</b>	
	No
<b>Labrador Institute</b>	
Arctic and Subarctic Studies	No

The attached Calendar change Proposal was sent to Academic units for feedback:

Humanities and Social Sciences: [hss@mun.ca](mailto:hss@mun.ca)

Education: [muneduc@mun.ca](mailto:muneduc@mun.ca)

Engineering and Applied Science: [engrconsult@mun.ca](mailto:engrconsult@mun.ca)

Human Kinetics and Recreation: [hkrdean@mun.ca](mailto:hkrdean@mun.ca)

Medicine: [DeanofMedicine@mun.ca](mailto:DeanofMedicine@mun.ca)

Music: [kbulmer@mun.ca](mailto:kbulmer@mun.ca)

Nursing:

[deanNurse@mun.ca](mailto:deanNurse@mun.ca)

Pharmacy:

[pharminfo@mun.ca](mailto:pharminfo@mun.ca)

Science: [deansci@mun.ca](mailto:deansci@mun.ca)

Social Work:

[adeanugradswk@mun.ca](mailto:adeanugradswk@mun.ca) Grenfell

Campus:

Arts and Social Science: [kjacobse@grenfell.mun.ca](mailto:kjacobse@grenfell.mun.ca)

Science and the Environment:

[ssedean@grenfell.mun.ca](mailto:ssedean@grenfell.mun.ca) Fine Arts:

[pride@grenfell.mun.ca](mailto:pride@grenfell.mun.ca)

Marine Institute:

[miugconsultations@mi.mun.ca](mailto:miugconsultations@mi.mun.ca) Labrador

Institute:

Arctic and Subarctic Studies: [ashlee.cunsolo@mun.ca](mailto:ashlee.cunsolo@mun.ca)

The following consultation request was sent on April 23:

“Good afternoon everyone,

On behalf of Dr. Erin Oldford, Associate Dean (Undergraduate Programs and Accreditation) please find in the attachment a Calendar Change proposal regarding changes to the regulations for the Certificate in Business Administration and the Diploma in Business Administration.

If you could please provide any feedback to me by the end of the day, Friday, May 10, that would be much appreciated.

You can email me back at [busicugs@mun.ca](mailto:busicugs@mun.ca)”

The following responses were received:

**From:** DeanNurse <[DeanNurse@mun.ca](mailto:DeanNurse@mun.ca)>

**Sent:** April 25, 2024 10:36 AM

**To:** busicugs <[busicugs@mun.ca](mailto:busicugs@mun.ca)>

**Subject:** RE: Faculty of Business Administration Calendar Change Proposal (Certificate and Diploma regulations)

Good morning!

Dr. Pike, our interim dean, tells me that she sees no implications in this Calendar Change Proposal for the Faculty of Nursing.

Thank you for your time,

Jane

JANE WESTCOTT-STEVENSON | ASSISTANT TO THE DEAN, FACULTY OF NURSING  
(she/her)

Office of the Dean, Faculty of Nursing, Room H2926

**From:** medvicedean <medvicedean@mun.ca>

**Sent:** April 26, 2024 10:42 AM

**To:** busicugs <busicugs@mun.ca>

**Cc:** Dean of Medicine : McKeen, Dr. Dolores <deanofmedicine@mun.ca>

**Subject:** Re: Faculty of Business Administration Calendar Change Proposal (Certificate and Diploma regulations)

Hi Yuliya,

Thank you for the opportunity to review the proposed changes. There are no concerns from the Faculty of Medicine.

Thanks, Danielle

DANIELLE O'KEEFE MD CCFP FCFP MSc CCPE | VICE DEAN, EDUCATION AND  
FACULTY AFFAIRS

Faculty of Medicine

Memorial University of Newfoundland

**From:** Dold, Patricia <pdold@mun.ca>

**Sent:** May 3, 2024 3:47 PM

**To:** busicugs <busicugs@mun.ca>

**Subject:** FW: Faculty of Business Administration Calendar Change Proposal (Certificate and Diploma regulations)

Hello,

HSS has no concerns or objections with regard to the proposed Calendar changes.

P. Dold

**From:** Faculty of Humanities and Social Sciences <[hss@mun.ca](mailto:hss@mun.ca)>

**Date:** Tuesday, April 23, 2024 at 4:21 PM

**To:** Dold, Patricia <[pdold@mun.ca](mailto:pdold@mun.ca)>

**Subject:** FW: Faculty of Business Administration Calendar Change Proposal (Certificate and Diploma regulations)

Hi Pat,

Please see the attached calendar change proposal for Business Administration for your feedback. Please send your feedback directly to Yuliya Byrka ([busicugs@mun.ca](mailto:busicugs@mun.ca)) before Friday, May 10.

Regards,

Sarah

Sarah Penney (she/her)  
Intermediate Clerk Stenographer  
Faculty of Humanities and Social Sciences  
Memorial University of Newfoundland

**From:** Pitcher Giles, Julie <jpitchergiles@mun.ca>

**Sent:** May 4, 2024 8:58 PM

To: busicugs <busicugs@mun.ca>

Subject: RE: Faculty of Business Administration Calendar Change Proposal (Certificate and Diploma regulations)

Good evening,

On behalf of Grenfell Business, we would like to offer our support for the changes reflected in the attached proposal from our colleagues in the Faculty of Business Administration.

Kind regards,

Julie

JULIE PITCHER GILES, PhD | Assistant Professor | Chair, Business Program  
School of Arts & Social Science  
Grenfell Campus, Memorial University

**From:** Penney, Shelli <shellip@mun.ca>

**Sent:** Wednesday, April 24, 2024 2:20 PM

To: Bezzina, Edwin <b56eb@mun.ca>; Baehre, Rainer K <e5rb@mun.ca>; Barootes, Benjamin <bbarootes@mun.ca>; Beardsworth, Adam <adamb@mun.ca>; Holfeld, Brett <bholfeld@mun.ca>; Newell, William <r34wjn@mun.ca>; Bodner, John <h63jmb@mun.ca>; White, Bonnie <e34bw@mun.ca>; Bruce-Robertson, Lawrence <lbrucerober@mun.ca>; Buckle, Jennifer <w53jb@mun.ca>; King, Carol <k47ck@mun.ca>; Corbin Dwyer, Sonya <s79scd@mun.ca>; Hurley, Erica Jamie <s96ejs@mun.ca>; Ganz, Shoshannah <sg0721@mun.ca>; Halford, Thomas <z53tafh@mun.ca>; Marlowe, Jillene <jill.marlowe@mun.ca>; Pitcher Giles, Julie <jpitchergiles@mun.ca>; Sawden, Kari Loren <kls651@mun.ca>; Brown, Kelly L <u7kb@mun.ca>; Warren, Kelly Lynn <r65klw@mun.ca>; Jacobsen, Ken <c2kj@mun.ca>; Kendall, Catherine Lynn <f35lh@mun.ca>; Pendakis, Katherine <kpendakis@mun.ca>; Perez, Mery Angeles <maperez@mun.ca>; Janes, Matthew A <n97maj@mun.ca>; Halford, Melissa <mhalford@mun.ca>; Park, Pamela Michelle <x33pmp@mun.ca>; Penney-Toba, Natalie Colleen <f83ncp@mun.ca>; Pender, Nathalie <k37np@mun.ca>; Bailey, Nicole <p57nrb@mun.ca>; Grant, Paul <n47pg@mun.ca>; Pendakis, Katherine <kpendakis@mun.ca>; Stewart, Peter <r9ps@mun.ca>; Pope, Johnathan Howard <n79jhp@mun.ca>; Croll, Rie C <d6mcc@mun.ca>; Jekanowski, Rachel <rjekanowski@mun.ca>; Robinson, Angela <b57mar@mun.ca>; Okech, Roselyne <ro3185@mun.ca>; Murphy, Ryan <rmurphy@mun.ca>; Ryan, Janice <e63jlr@mun.ca>; Wright, Sandra

<swright@mun.ca>; Shahidullah, A.K.M. <ashahidullah@mun.ca>; McKenzie, Stephanie <n7sm@mun.ca>; Fabijancic, Tony <w5tf@mun.ca>; Pritchard, Tyler Robert <t75trp@mun.ca>; Hutchings, Veronica <p57vmm@mun.ca>; Waterman, Aley <akw732@mun.ca>

Subject: FW: Faculty of Business Administration Calendar Change Proposal (Certificate and Diploma regulations)

Good day,

Please see attached calendar change proposal for the Certificate and Diploma regulations in Business.

Feedback can be sent to busicugs@mun.ca by the end of day on Friday, May 10<sup>th</sup>.

Thank you,

Shelli

**From:** McGrath, Gerona <geronam@mun.ca>

**Sent:** May 10, 2024 4:35 PM

To: busicugs <busicugs@mun.ca>

Cc: Davis, Erin <emdavis@mun.ca>

Subject: RE: Faculty of Business Administration Calendar Change Proposal (Certificate and Diploma regulations)

Thank you for the opportunity to review the proposed changes to the FBA Certificate and Diploma regulations. There is no impact on the School of Pharmacy.

Gerona



## Memorial University of Newfoundland Undergraduate Calendar Change Proposal Form Cover Page

### LIST OF CHANGES

Indicate the Calendar change(s) being proposed by checking and completing as appropriate:

- ☐ New course(s)
- ☐ Amended or deleted course(s):
- ☐ New program(s):
  - × **Amended or deleted program(s): Earth Sciences**
- ☐ New, amended or deleted Glossary of Terms Used in the Calendar entries
- ☐ New, amended or deleted Admission/Readmission to the University (Undergraduate) regulations
- ☐ New, amended or deleted General Academic Regulations (Undergraduate)
- ☐ New, amended or deleted Faculty, School or Departmental regulations
- ☐ Other:

### ADMINISTRATIVE AUTHORIZATION

By signing below, you are confirming that the attached Calendar changes have obtained all necessary Faculty/School approvals, and that the costs, if any, associated with these changes can be met from within the existing budget allocation or authorized new funding for the appropriate academic unit.

Signature of Dean/Vice-President:



Date:

April 30, 2024

Date of approval by Faculty/Academic Council: April 24, 2024

# **Memorial University of Newfoundland Undergraduate Calendar Change Proposal Form Senate Summary Page for Programs**

## **PROGRAM TITLE**

Within the Memorial University St. John's campus university calendar for the faculty of science, the following undergraduate programs are available in Earth Sciences:

### *120 credit hour programs*

1. Chemistry and Earth Sciences Joint Honours
2. Earth Sciences and Geography Joint Honours
3. Earth Sciences and Physics Joint Honours
4. Earth Sciences and Physics Joint Major
5. General or Honours degrees in Earth Sciences
6. Geophysics and Physical Oceanography Joint Honours

### *135 credit hour program*

1. Biology and Earth Sciences Joint Honours

### *24 credit hour program*

1. Minor in Earth Sciences

## **REVISED PROGRAM TITLE**

There are no changes to the above listed programs.

## **RATIONALE**

The required field school course EASC 3905 has more than 36 contact hours, therefore the course should be a 3 credit hour (CH) course (currently listed as 1 CH). Making this change will require our students to take over 120 CH for our program. To rectify this, we proposed to remove both EASC 3905 and 3420 as a required courses for our program (these were the only 2, 3<sup>rd</sup> year

courses required for our program) and added an additional three credit hours to the 3rd/4th year course requirement.

## **ANTICIPATED EFFECTIVE DATE**

Fall 2025

## **CALENDAR CHANGES**

Changes are required for section 10 (Joint Program Regulations), section 11.5 (Program regulations, Earth Sciences), and section 13.5.3 (Third Year).

Sections, subsections and clauses are displayed below.

### **13.5.3 (Third Year)**

#### **EASC 3905 Field Methods in Structural Geology and Stratigraphy**

is based on approximately 5 days of geological mapping in Precambrian rocks near St. John's. Emphasis is placed on application of techniques of structural analysis. Evenings will be dedicated to data analysis and preparation of structural maps and sections. Students are advised to complete this course immediately following EASC 2401. This course will be offered during a special session immediately following the examination period in a given semester.

AR: attendance for all of the field school days is required. Failure to attend may result in a failing grade or withdrawal from the course.

CH: 4

OR: field based course

PR: EASC 2401 and 2905 and an application to the Head of the Department

### **11.5.4.1 Common Block of Required Courses**

All majors in Earth Sciences must successfully complete those courses specified in Clauses 1. through 4. Students should examine prerequisites of 3000 level courses in order to decide which course to select under Clauses 3. and 4.

1. Six credit hours in Critical Reading and Writing (CRW) courses, including at least 3 credit hours in English courses, Mathematics 1000 and 1001, Earth Sciences 1000 and 1002, Chemistry 1050 and 1051 or Chemistry 1200 and 1001, Physics 1050 and 1051 or Physics 1020 and 1021. Students are advised to consult the Department of Physics Course Descriptions section for credit restrictions.

Students who intend or are required to successfully complete higher level Physics courses must successfully complete Physics 1051 as well, since it is a prerequisite for higher level Physics courses. Students should review the Department of Physics Calendar entry for these courses.

2. Earth Sciences 2030, 2031, 2401, 2502, 2702, 2905, ~~3420, 3905~~.
3. Mathematics 2000 or Statistics 2550.

4. Either Biology 2120 (or Biology 1001 and 1002); or both Physics 2055 and Physics 2820.

Students must ensure that the prerequisites for Earth Sciences courses are fulfilled. Great difficulties in timetabling may be encountered if the required first-year courses are not successfully completed before the beginning of second year.

#### **11.5.5 Honours B.Sc. Degree in Earth Sciences**

Geoscientific careers vary widely in required background. The Honours B.Sc. program is designed with considerable choice in order that students may personalize their programs based on career goals. Note that the flexibility afforded by this program is not without limits. Some courses have prerequisites, and it is ultimately the student's responsibility to ensure that these prerequisites are satisfied. Students should consult faculty members and the departmental Student Handbook for guidance in selecting courses appropriate to particular career paths.

In addition to the Common Block of Required Courses listed under Major Programs in Earth Sciences, the following requirements must be successfully completed to qualify for the Honours B.Sc. degree in Earth Sciences:

Earth Sciences 499A and 499B.

At least ~~27~~30 additional credit hours from Earth Sciences courses at 3000 and/or 4000 levels with a minimum of 12 credit hours from courses at the 4000 level. Credit hours from Earth Sciences 4310 and 4950 cannot be used to fulfill this requirement.

Six credit hours from the Faculty of Science courses numbered 2000 or higher. Credit hours from Earth Sciences courses, courses that are cross-listed with Earth Sciences courses, and the former Physics 2050 are excluded. However, Physics 2820 is permitted.

Additional credit hours selected to conform with regulations for the Honours Degree of Bachelor of Science so as to achieve a total of 120 credit hours. Students are encouraged to complete a minor in another department.

Three of the credit hours used to fulfill either requirement 3. or 4. above must be from Biology, Chemistry, Computer Science, Statistics or Physics. They may be from Mathematics only if Mathematics 2000 has not been taken as part of the Common Block of Required Courses.

#### **11.5.6 General B.Sc. Degree in Earth Sciences**

In addition to the Common Block of Required Courses listed under Major Programs in Earth Sciences, the following requirements must be completed to qualify for the General B.Sc. degree in Earth Sciences:

~~Eighteen~~ Twenty-one additional credit hours from Earth Sciences courses at 3000 and/or 4000 levels with a minimum of 9 credit hours from courses at 4000 level. Credit hours from Earth Sciences 4310, 4950 and 499A/B cannot be used to fulfill this requirement.

Six credit hours from Science Faculty courses numbered 2000 or higher. Credit hours from Earth Sciences courses, courses that are cross-listed with Earth Sciences courses, and the former Physics 2050 are excluded. However, Physics 2820 is permitted.

Additional credit hours selected to conform with the Regulations for the General Degree of Bachelor of Science so as to achieve a total of 120 credit hours. Students are encouraged to complete a minor in another department.

Students are advised that this is the minimum requirement for the General B.Sc. in Earth Sciences. Many provinces, including Newfoundland and Labrador, have legislation requiring registration of professional geoscientists. A basic requirement for registration is, in most cases, the course equivalent of an Honours B.Sc. degree. Students intending to make a career in Earth Sciences should consider taking the Honours Degree program of courses, regardless of whether honours standing is maintained.

#### **10.1.9 Earth Sciences and Physics Joint Major**

This program was formerly in the Earth Sciences section of the Calendar as a Bachelor of Science in Geophysics. The following courses will be required:

1. Six credit hours in Critical Reading and Writing (CRW) courses, including at least 3 credit hours in English courses.
2. Mathematics 1000 and 1001, Earth Sciences 1000 and 1002, Chemistry 1050 and 1051 (or 1200 and 1001), Physics 1050 (or 1020) and 1051.
3. Earth Sciences 2030, 2401, 2502, 2702, 2905, 3170, 3172, ~~3420, 3905~~; plus a 3 credit hour course in Earth Sciences 4100 series.
4. At least 30 credit hours in Physics courses at the 2000 level or higher, including Physics 2055, 2056 or 2750, 2820, 3220, 3500.
5. Mathematics 2000, 2050 and 3202.
6. Other courses to complete at least a minimum requirement of 120 credit hours in courses for the General Degree.

Any change in the program of study must have the prior approval of the Heads of the two Departments concerned.

#### **10.2.13 Chemistry and Earth Sciences Joint Honours**

The following courses, including prerequisites, where applicable, will be required:

1. Six credit hours in Critical Reading and Writing (CRW) courses, including at least 3 credit hours in English courses.
2. Mathematics 1000 and 1001, Earth Sciences 1000 and 1002, Chemistry 1050 and 1051 (or 1010, the former 1011 and the former 1031) (or 1200 and 1001) or their equivalents, Physics 1050 (or 1020) and 1051 (or 1021).
3. Earth Sciences 2030, 2031, 2401, 2502, 2702, 2905, ~~3420, 3600~~; plus 6 additional credit hours in 3000-level Earth Sciences courses, and 9 additional credit hours in 4000-level Earth Sciences courses.
4. Chemistry 2100, 2210, 2301, 2302, 2400, 2401 and 3110; and at least 6 additional credit hours in 3000-level and 6 credit hours in 4000-level Chemistry courses.
5. Mathematics 2000 and 2050.
6. Biology 2120 and Human Biosciences 2001 or the former Biochemistry 2101 or 2201.
7. An Honours Dissertation (Earth Sciences 499A/B or Chemistry 490A/B). The topic of the Honours Dissertation must have the prior approval of the Heads of the two Departments. A faculty member of either Department may act as supervisor.
8. Other courses to complete the prescribed minimum of 120 credit hours.

Any change in the program of study must have the prior approval of the Heads of the two Departments concerned.

### **10.2.21 Earth Sciences and Physics Joint Honours**

This program was formerly in the Earth Sciences section of the Calendar as an Honours Degree of Bachelor of Science in Geophysics. The following courses will be required:

1. Six credit hours in Critical Reading and Writing (CRW) courses, including at least 3 credit hours in English courses.
2. Mathematics 1000 and 1001, Earth Sciences 1000 and 1002, Chemistry 1050 and 1051 (or 1200 and 1001), Physics 1050 (or 1020) and 1051.
3. Earth Sciences 2030, 2401, 2502, 2702, 2905, 3170, 3172, ~~3420, 3905~~, 4171, 4173, 4179.
4. Physics 2055, 2750 or 2056, 2820, 3220, 3230, 3500, 3820, 4820; plus 9 other credit hours in Physics courses at 3000 level or higher.

5. Mathematics 2000, 2050, 2260, and 3202.
6. Either Earth Sciences 499A/B or Physics 490A/B.
7. Other courses to complete at least a minimum of 120 credit hours.

Any change in the program of study must have the prior approval of the Heads of the two Departments concerned.

## **CALENDAR ENTRY AFTER CHANGES**

### **13.5.3 (Third Year)**

#### **EASC 3905 Field Methods in Structural Geology and Stratigraphy**

is based on approximately 5 days of geological mapping in Precambrian rocks near St. John's. Emphasis is placed on application of techniques of structural analysis. Evenings will be dedicated to data analysis and preparation of structural maps and sections. Students are advised to complete this course immediately following EASC 2401. This course will be offered during a special session immediately following the examination period in a given semester.

AR: attendance for all of the field school days is required. Failure to attend may result in a failing grade or withdrawal from the course.

OR: field based course

PR: EASC 2401 and 2905 and an application to the Head of the Department

#### **11.5.4.1 Common Block of Required Courses**

All majors in Earth Sciences must successfully complete those courses specified in Clauses 1. through 4. Students should examine prerequisites of 3000 level courses in order to decide which course to select under Clauses 3. and 4.

5. Six credit hours in Critical Reading and Writing (CRW) courses, including at least 3 credit hours in English courses, Mathematics 1000 and 1001, Earth Sciences 1000 and 1002, Chemistry 1050 and 1051 or Chemistry 1200 and 1001, Physics 1050 and 1051 or Physics 1020 and 1021. Students are advised to consult the Department of Physics Course Descriptions section for credit restrictions.

Students who intend or are required to successfully complete higher level Physics courses must successfully complete Physics 1051 as well, since it is a prerequisite for higher level Physics courses. Students should review the Department of Physics Calendar entry for these courses.

6. Earth Sciences 2030, 2031, 2401, 2502, 2702, 2905.
7. Mathematics 2000 or Statistics 2550.

8. Either Biology 2120 (or Biology 1001 and 1002); or both Physics 2055 and Physics 2820.

Students must ensure that the prerequisites for Earth Sciences courses are fulfilled. Great difficulties in timetabling may be encountered if the required first-year courses are not successfully completed before the beginning of second year.

#### **11.5.5 Honours B.Sc. Degree in Earth Sciences**

Geoscientific careers vary widely in required background. The Honours B.Sc. program is designed with considerable choice in order that students may personalize their programs based on career goals. Note that the flexibility afforded by this program is not without limits. Some courses have prerequisites, and it is ultimately the student's responsibility to ensure that these prerequisites are satisfied. Students should consult faculty members and the departmental Student Handbook for guidance in selecting courses appropriate to particular career paths.

In addition to the Common Block of Required Courses listed under Major Programs in Earth Sciences, the following requirements must be successfully completed to qualify for the Honours B.Sc. degree in Earth Sciences:

Earth Sciences 499A and 499B.

At least 30 additional credit hours from Earth Sciences courses at 3000 and/or 4000 levels with a minimum of 12 credit hours from courses at the 4000 level. Credit hours from Earth Sciences 4310 and 4950 cannot be used to fulfill this requirement.

Six credit hours from the Faculty of Science courses numbered 2000 or higher. Credit hours from Earth Sciences courses, courses that are cross-listed with Earth Sciences courses, and the former Physics 2050 are excluded. However, Physics 2820 is permitted.

Additional credit hours selected to conform with regulations for the Honours Degree of Bachelor of Science so as to achieve a total of 120 credit hours. Students are encouraged to complete a minor in another department.

Three of the credit hours used to fulfill either requirement 3. or 4. above must be from Biology, Chemistry, Computer Science, Statistics or Physics. They may be from Mathematics only if Mathematics 2000 has not been taken as part of the Common Block of Required Courses.

#### **11.5.6 General B.Sc. Degree in Earth Sciences**

In addition to the Common Block of Required Courses listed under Major Programs in Earth Sciences, the following requirements must be completed to qualify for the General B.Sc. degree in Earth Sciences:



Twenty-one additional credit hours from Earth Sciences courses at 3000 and/or 4000 levels with a minimum of 9 credit hours from courses at 4000 level. Credit hours from Earth Sciences 4310, 4950 and 499A/B cannot be used to fulfill this requirement.

Six credit hours from Science Faculty courses numbered 2000 or higher. Credit hours from Earth Sciences courses, courses that are cross-listed with Earth Sciences courses, and the former Physics 2050 are excluded. However, Physics 2820 is permitted.

Additional credit hours selected to conform with the Regulations for the General Degree of Bachelor of Science so as to achieve a total of 120 credit hours. Students are encouraged to complete a minor in another department.

Students are advised that this is the minimum requirement for the General B.Sc. in Earth Sciences. Many provinces, including Newfoundland and Labrador, have legislation requiring registration of professional geoscientists. A basic requirement for registration is, in most cases, the course equivalent of an Honours B.Sc. degree. Students intending to make a career in Earth Sciences should consider taking the Honours Degree program of courses, regardless of whether honours standing is maintained.

#### **10.1.9 Earth Sciences and Physics Joint Major**

This program was formerly in the Earth Sciences section of the Calendar as a Bachelor of Science in Geophysics. The following courses will be required:

7. Six credit hours in Critical Reading and Writing (CRW) courses, including at least 3 credit hours in English courses.
8. Mathematics 1000 and 1001, Earth Sciences 1000 and 1002, Chemistry 1050 and 1051 (or 1200 and 1001), Physics 1050 (or 1020) and 1051.
9. Earth Sciences 2030, 2401, 2502, 2702, 2905, 3170, 3172; plus a 3 credit hour course in Earth Sciences 4100 series.
10. At least 30 credit hours in Physics courses at the 2000 level or higher, including Physics 2055, 2056 or 2750, 2820, 3220, 3500.
11. Mathematics 2000, 2050 and 3202.
12. Other courses to complete at least a minimum requirement of 120 credit hours in courses for the General Degree.

Any change in the program of study must have the prior approval of the Heads of the two Departments concerned.

#### **10.2.13 Chemistry and Earth Sciences Joint Honours**

The following courses, including prerequisites, where applicable, will be required:

9. Six credit hours in Critical Reading and Writing (CRW) courses, including at least 3 credit hours in English courses.
10. Mathematics 1000 and 1001, Earth Sciences 1000 and 1002, Chemistry 1050 and 1051 (or 1010, the former 1011 and the former 1031) (or 1200 and 1001) or their equivalents, Physics 1050 (or 1020) and 1051 (or 1021).
11. Earth Sciences 2030, 2031, 2401, 2502, 2702, 2905; plus 6 additional credit hours in 3000-level Earth Sciences courses, and 9 additional credit hours in 4000-level Earth Sciences courses.
12. Chemistry 2100, 2210, 2301, 2302, 2400, 2401 and 3110; and at least 6 additional credit hours in 3000-level and 6 credit hours in 4000-level Chemistry courses.
13. Mathematics 2000 and 2050.
14. Biology 2120 and Human Biosciences 2001 or the former Biochemistry 2101 or 2201.
15. An Honours Dissertation (Earth Sciences 499A/B or Chemistry 490A/B). The topic of the Honours Dissertation must have the prior approval of the Heads of the two Departments. A faculty member of either Department may act as supervisor.
16. Other courses to complete the prescribed minimum of 120 credit hours.

Any change in the program of study must have the prior approval of the Heads of the two Departments concerned.

#### **10.2.21 Earth Sciences and Physics Joint Honours**

This program was formerly in the Earth Sciences section of the Calendar as an Honours Degree of Bachelor of Science in Geophysics. The following courses will be required:

8. Six credit hours in Critical Reading and Writing (CRW) courses, including at least 3 credit hours in English courses.
9. Mathematics 1000 and 1001, Earth Sciences 1000 and 1002, Chemistry 1050 and 1051 (or 1200 and 1001), Physics 1050 (or 1020) and 1051.
10. Earth Sciences 2030, 2401, 2502, 2702, 2905, 3170, 3172, 4171, 4173, 4179.
11. Physics 2055, 2750 or 2056, 2820, 3220, 3230, 3500, 3820, 4820; plus 9 other credit hours in Physics courses at 3000 level or higher.
12. Mathematics 2000, 2050, 2260, and 3202.

13. Either Earth Sciences 499A/B or Physics 490A/B.

14. Other courses to complete at least a minimum of 120 credit hours.

Any change in the program of study must have the prior approval of the Heads of the two Departments concerned.

### **SECONDARY CALENDAR CHANGES**

[If the proposed Calendar changes result in additional changes to other sections of the Calendar, these should be listed here, in an underline and strikethrough format. If there are no secondary Calendar changes then this section can be deleted in its entirety.]

# Memorial University of Newfoundland Undergraduate Calendar Change Proposal Form Appendix Page

## CONSULTATIONS SOUGHT

Department/Faculty/email	Reply
Science	
Ocean Sciences	
HSS	
<a href="mailto:rshannahan@mun.ca">Shannahan, Rachelle &lt;rshannahan@mun.ca&gt;</a>	
<a href="mailto:mcollett@mun.ca">Collett, Meghan &lt;mcollett@mun.ca&gt;;</a>	
Engineering	yes
<a href="mailto:lerohr@mun.ca">Rohr, Linda &lt;lerohr@mun.ca&gt;;</a>	
Medicine	
Music	yes
Nursing	
<a href="mailto:adeanugradswk@mun.ca">adeanugradswk &lt;adeanugradswk@mun.ca&gt;;</a>	
Library	
Academic Advising	
<a href="mailto:efurey@mun.ca">Furey, Edith &lt;efurey@mun.ca&gt;;</a>	
HKR	
<a href="mailto:ashlee.cunsolo@mun.ca">Ashlee Cunsolo &lt;ashlee.cunsolo@mun.ca&gt;;</a>	
<a href="mailto:miugconsultations@mi.mun.ca">miugconsultations@mi.mun.ca;</a>	
Pharmacy	
SSE Grenfell	
<a href="mailto:kjacobse@grenfell.mun.ca">kjacobse@grenfell.mun.ca</a>	

## LIBRARY REPORT

n/a

## RESOURCE IMPLICATIONS

n/a

ES\_Credit\_Hour\_Consult

Morrill, Penny L

Dean of Science; Faculty of Humanities and Social Sciences; Shannahan, Rachelle; Collett, Meghan; Engineering Consult' <engrconsult@mun.ca>; Rohr, Linda; Dean of Medicine@med.mun.ca; School of Music; Dean Nurse; a deanugradswk; Library Correspondence; Academic Advising Centre; Furey, Edith; HKR Dean; Ashlee Cunsolo; miugconsultations@mi.mun.ca; pharminfo@mun.ca; Dean - School of Science and the Environment <ssedean@grenfell.mun.ca>; kjacobse@grenfell.mun.ca Miskell, Michelle  
Feb. 14, 2024

Hi All,

I have attached a change of program proposal for the Earth Sciences Department.

In Short:

Earth Sciences has determined that our two of our field courses should be 3 credit hours each (currently they are 3 credit hours combined). Correcting this issue will require our students to take 123 credit hours for our program, 3 credit hours over the limit. To rectify this we propose to remove both EASC 3905 and 3420 as a required courses for our program and add an additional three credit hours to the 3rd/4th year course requirement. Such that the students can take EASC 3905 and/or EASC 3420 as part of their 3rd/4th year EASC courses. This decision will be guided by prerequisites for 4th year courses and the students interests.

Please email me your comments on this proposal.

Cheers,  
Penny

--

Penny Morrill, Ph.D. (Pronouns: She/her)  
Professor, and Deputy Head (Undergraduate)  
Department of Earth Sciences  
Memorial University of Newfoundland  
St. John's, NL A1B 3X5  
Canada  
phone: (709) 864-6729  
fax: (709) 864-2589  
Webpage: <https://www.esd.mun.ca/wordpress/deltasresearch/>

I acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.

---

Michelle Cheramy

Thu 2/22, 11:10 AM Morrill, Penny L

Dear Penny,

Thank you for the opportunity to review these calendar changes. On behalf of the School of Music we see no impact on our students and have no concerns.

The only minor piece of feedback I have is to double check that the document is consistent in its treatment of numbers, particularly in number of credit hours. Sometimes numbers are expressed in Arabic numerals (eg. 11.5.5 paragraph 4, "30") and sometimes they are written out in English prose (eg. 11.5.6 paragraph 2, "twenty-one").

Best wishes,

Michelle

-----  
Michelle Cheramy, DMA (she/her)

Professor and Acting Associate Dean (Academic)

School of Music

Memorial University of Newfoundland  
St. John's, NL, Canada  
[mcheramy@mun.ca](mailto:mcheramy@mun.ca)

Engineering Consult <[engrconsult@mun.ca](mailto:engrconsult@mun.ca)>

Wed 2/28, 10:38 AM

Thank you for the opportunity to comment on the proposed Calendar changes for field schools in the Department of Earth Sciences.

At its meeting on Wed. Feb. 21, the Committee on Undergraduate Studies for the Faculty of Engineering and Applied Science determined that the proposed changes have no impact on our programs.

---

Dr. Glyn George, Chair  
Committee on Undergraduate Studies  
Faculty of Engineering and Applied Science  
Memorial University of Newfoundland  
St. John's NL A1B 3X5

## Memorial University of Newfoundland Undergraduate Calendar Change Proposal Form Cover Page

### LIST OF CHANGES

Indicate the Calendar change(s) being proposed by checking and completing as appropriate:

- ☐ New course(s):
- ☐ Amended or deleted course(s):
- ☐ New program(s):
- ☐ Amended or deleted program(s):
- ☐ New, amended or deleted Glossary of Terms Used in the Calendar entries
- ☐ New, amended or deleted Admission/Readmission to the University (Undergraduate) regulations
- ☐ New, amended or deleted General Academic Regulations (Undergraduate)
- ☒ New, amended or deleted Faculty, School or Departmental regulations:  
**Proposal to Revise Regulations for Political Science Honours, Majors and Minors**
- ☐ Other:

### ADMINISTRATIVE AUTHORIZATION

By signing below, you are confirming that the attached Calendar changes have obtained all necessary Faculty/School approvals, and that the costs, if any, associated with these changes can be met from within the existing budget allocation or authorized new funding for the appropriate academic unit.

Signature of Dean/Vice-President: \_\_\_\_\_

Date: \_\_\_\_\_

Date of approval by Faculty/Academic Council: \_\_\_\_\_



# Memorial University of Newfoundland

## Undergraduate Calendar Change Proposal Form

### Senate Summary Page for Regulations

#### SECTION OF CALENDAR

Indicate the section of the Calendar impacted by the proposed change(s):

- ☐ Glossary of Terms Used in the Calendar
- ☐ Admission/Readmission to the University (Undergraduate)
- ☐ General Academic Regulations (Undergraduate)
- ✓ Faculty of: **Humanities and Social Sciences**
- ☐ School of:
- ✓ Department of: **Political Science**
- ☐ Other:

#### RATIONALE

The Department of Political Science is seeking to revise its departmental regulations relating to admissions to the BA Honours Program in Political Science. In line with broader curricular changes, we are seeking to make the program more accessible to students, in part by articulating clearer admissions criteria and making the requirements for a successful completion of an Honours program more flexible. This is necessary to make completing honours achievable given the resource and staffing constraints in our yearly teaching plan. It will also have the effect of encouraging a greater number of students to consider the Political Science Honours program.

The Department of Political Science is also proposing a small change to its Honours, Major, and Minor BA requirements to allow for POSC 2300 (Comparative Politics) to be completed as an alternative to POSC 2800 for Honours and Majors. Honours and Majors in our programs will now be required to complete one of POSC 2800 or POSC 2300. Students pursuing a Minor will no longer be subject to the POSC 2800 requirement at all, and simply must complete 6 credit hours at the 2000 level.

This change will create additional flexibility in our yearly teaching plan, allowing us to tailor our required course offerings to the ASMs who are teaching in any given year.

#### CALENDAR CHANGES

##### 15.15.3 Honours ~~in~~ and Joint Honours in Political Science

1. An Honours degree provides students with additional research and writing skills, may be required for admission to a graduate program, and may be useful preparation for law, public policy, political science and other professional fields. Students considering the Honours program are encouraged to apply before their fourth semester and to begin considering a potential Honours research topic before their seventh semester. It consists of a greater concentration of Political Science courses than a Major or Minor, and the successful completion of a supervised Honours essay. Students considering the Honours program are encouraged to apply by the start of their fifth semester and to reach out to

potential supervisors for their research topic no later than the end of their sixth semester. Admission to the program is in accordance with [University Regulations \(Undergraduate\)](#) and the [Regulations for the Honours Degree of Bachelor of Arts](#).

2. In addition to meeting the general requirements for the degree, and [Graduation Requirements for the Bachelor of Arts \(Honours\)](#), students for a B.A.(Hons.) in Political Science must complete at least 60 credit hours in courses offered by the Department (~~at least 36 of these credit hours must be at the 3000 level or above~~), including:
  - ~~a. 18 credit hours in POSC 1000, 2100, 2800, 3010, 4010, 4011;~~
  - ~~b. a minimum of 6 credit hours in Political Science courses numbered x2xx and/or x3xx;~~
  - ~~c. a minimum of 3 credit hours in Political Science courses numbered x6xx and/or x8xx (in addition to POSC 2800);~~
  - ~~d. 27 credit hours at the 3000 or 4000 level (in addition to POSC 3010), including a minimum of 9 credit hours at the 4000 level (in addition to POSC 4010 and 4011); and~~
  - ~~e. a further 6 credit hours in Political Science at any level.~~
  - a. 39 credit hours in Political Science courses as outlined under the Major in Political Science (including all course requirements listed in the Major);
  - b. successful completion of 6 credit hours consisting of POSC 4010 and 4011
  - c. a further 15 credit hours in Political Science courses at any level.
3. ~~Students for an Honours degree are required to select courses as specified under Honours in Political Science. A possible course pattern is presented in Course Pattern for an Honours in Political Science.~~
4. ~~Prior to enrolling in POSC 4010, all Honours students should review the *Guidelines Governing Honours Essays* available from the Head of the Department, and are required to follow these guidelines while enrolled in POSC 4010 and 4011.~~
5. ~~Students electing Joint Honours are required to follow regulations outlined in The Joint Honours Program, and to complete at least 51 credit hours in Political Science, including 42 credit hours chosen in accordance with the pattern set out in the degree regulations for a Bachelor of Arts with a Major in Political Science. An additional 9 credit hours can be selected from POSC courses. At least 27 of these 42 credit hours must be at the 3000 level or above. If the student chooses to complete the Honours Essay (POSC 4010 and 4011) in Political Science, it must be passed with a grade of 70% or better.~~
3. To be eligible for admission to the Honours degree, students must have achieved an average of 70% or above in 33 credit hours of Political Science courses at the time of application.

4. Students for an Honours degree are required to select courses as specified under [Honours in Political Science](#). A possible course pattern is presented in [Course Pattern for an Honours in Political Science](#).
5. The Honours essay (POSC [4010](#) and [4011](#)) in Political Science must be passed with a grade of 70% or better.
6. Prior to enrolling in POSC [4010](#), all Honours students must have identified a research topic, have an approved supervisor, and have reviewed the Guidelines Governing Honours Essays available from the Head of the Department. Students are required to follow these guidelines while enrolled in POSC [4010](#) and [4011](#).
7. Students electing Joint Honours are required to follow regulations outlined in [The Joint Honours Program](#), and to complete at least 51 credit hours in Political Science, including 39 credit hours chosen in accordance with the pattern set out in the degree regulations for a Bachelor of Arts with a [Major in Political Science](#). An additional 12 credit hours can be selected from Political Science courses. If the student chooses to complete the Honours Essay (POSC [4010](#) and [4011](#)) in Political Science, it must be passed with a grade of 70% or better.

Course Pattern for an Honours in Political Science (POSC)

Term	Political Science Courses (POSC)	Credit Hours
<b>Fall Academic Term 1</b>	POSC 1000	3
<b>Winter Academic Term 2</b>	POSC 1001, <u>2300 or 2800</u> (POSC 1001 is a recommended choice)	6
<b>Fall &amp; Winter Academic Terms 3 and 4</b>	POSC 2100 and two of x2xx or x3xx One of POSC x6xx or x8xx ( <u>depending on what was taken in previous semester</u> )	12
<b>Fall &amp; Winter Academic Terms 5 and 6</b>	POSC 3010 and five other 3000-levels One POSC course at the 4000-level (depends upon level of courses taken in previous year)	21
<b>Fall Academic Term 7</b>	POSC 4010 Two other POSC courses at the 4000-level	9
<b>Winter Academic Term 8</b>	POSC 4011 Two other POSC courses at the 3000- or 4000-levels	9

Notes:

- If the Honours essay topic encompasses one of Canadian Government or Global Studies, POSC 4010 and/or 4011 may be applied towards the applicable Political Science concentration, upon recommendation of the Head of the Department and subject to the approval of the Faculty's Undergraduate Waivers and Appeals Committee. Refer to [Political Science Concentrations](#).

#### 15.15.4 Major in Political Science

1. In addition to meeting the general requirements for the degree, students completing a Major in Political Science must complete 39 credit hours in courses offered by the Department, including:
  - ~~a. 12 credit hours in POSC 1000, 2100, 2800, 3010;~~
  - ~~b. a minimum of 6 credit hours in Political Science courses numbered x2xx and/or x3xx;~~
  - ~~c. a minimum of 3 credit hours in Political Science courses numbered x6xx and/or x8xx (in addition to POSC 2800);~~
  - ~~d. 15 credit hours at the 3000 or 4000 level (in addition to POSC 3010), including a minimum of 6 credit hours at the 4000 level; and~~
  - ~~e. a further 3 credit hours in Political Science at any level.~~
  - a. 9 credit hours in POSC 1000, 2100, and 3010;
  - b. 3 credit hours in POSC 2300 or 2800;
  - c. a minimum of 6 credit hours in Political Science courses numbered x2xx and/or x3xx (in addition to POSC 2300 if taken instead of POSC 2800 as part of 3 credit hour requirement in (b));
  - d. a minimum of 3 credit hours in Political Science courses numbered x6xx and/or x8xx (in addition to POSC 2800 if taken instead of POSC 2300 as part of 3 credit hour requirement in (b));
  - e. 15 credit hours at the 3000 or 4000 level (in addition to POSC 3010), including a minimum of 6 credit hours at the 4000 level; and
  - f. a further 3 credit hours in Political Science at any level.
2. Students for a Major degree are required to select courses as specified under [Major in Political Science](#). A possible course pattern is presented in [Suggested Course Pattern for a Major in Political Science](#).

### Suggested Course Pattern for a Major in Political Science (POSC)

Term	Political Science Courses (POSC)	Credit Hours
Fall Academic Term 1	POSC 1000	3
Winter Academic Term 2	POSC 1001, <u>2300 or 2800</u> (POSC 1001 is a recommended choice)	6
Fall & Winter Academic Terms 3 and 4	POSC 2100 and two of x2xx and/or x3xx One of POSC x6xx or x8xx ( <u>depending on what was taken in previous semester</u> )	12
Fall & Winter Academic Terms 5 and 6	POSC 3010 and three other 3000-levels (depends upon level of courses taken in previous year)	12
Fall & Winter Academic Terms 7 and 8	Two 4000-level POSC courses	6

#### Notes:

- POSC 1001 is a recommended choice for a Major.

### 15.15.6 Honours and Major in Political Science (Co-operative)

[www.mun.ca/coop](http://www.mun.ca/coop)

#### 15.15.6.1 Eligibility for Admission

1. Admission to the Political Science Co-operative Education Program is limited and selective.
2. A student should note that it is possible to apply to enter the PSCE only in the Fall semester of each academic year. PSCE application forms, and the application deadline are available at the Department of Political Science website.
3. The primary criterion used in reaching decisions on applications is overall academic achievement. Applicants may be asked to attend an interview.
4. To be eligible for consideration of admission to PSCE, an applicant must have completed a minimum of 42 credit hours, including POSC 1000 and either 2300 or 2800, by the end of that semester; have an overall average of at least 65%, and a minimum average of 70% in Political Science courses. Applicants transferring from another institution must normally

have completed at least one semester at Memorial University of Newfoundland before applying to the program.

### 15.15.7 Minor in Political Science

1. Students for a Minor in Political Science must complete at least 24 credit hours in courses offered by the Department, including:
  - a. POSC 1000;
  - b. a minimum of 6 credit hours at the 2000-level, ~~which must include POSC 2800~~; and
  - c. a minimum of 12 credit hours at the 3000-level or above, which must include at least 3 credit hours at the 4000-level.
2. Students for a Minor are required to select courses as specified under Minor in Political Science. A possible course pattern is presented in [Course Pattern for a Minor in Political Science](#).

#### Course Pattern for a Minor in Political Science (POSC)

Term	Political Science Courses (POSC)	Credit Hours
Fall Academic Term 1	POSC 1000	3
Winter Academic Term 2	<del>POSC 1001 (POSC 1001 is a recommended choice)</del> <del>POSC 2800</del>	3
Fall & Winter Academic Terms 3 and 4	<del>POSC 1001 (POSC 1001 is a recommended choice)</del> <del>One Two</del> of POSC 2100, 2200, 2300 <del>or</del> , <u>2600, or 2800</u>	6
Fall & Winter Academic Terms 5 and 6	<del>POSC 1001 (POSC 1001 is a recommended choice)</del> <del>One Two</del> POSC course at the 3000-level ( <u>POSC 3010 is a recommended choice</u> )	6
Fall & Winter Academic Terms 7 and 8	One POSC course at the 3000-level One POSC course at the 4000-level	6

#### Notes:

1. POSC 1001 and 3010 are recommended choices for a Minor.
2. For a Minor, credit hours in another discipline may not be substituted for POSC credit hours.

## CALENDAR ENTRY AFTER CHANGES

### 15.15.3 Honours and Joint Honours in Political Science

1. An Honours degree provides students with additional research and writing skills, may be required for admission to a graduate program, and may be useful preparation for law, public policy, political science and other professional fields. It consists of a greater concentration of Political Science courses than a Major or Minor, and the successful completion of a supervised Honours essay. Students considering the Honours program are encouraged to apply by the start of their fifth semester and to reach out to potential supervisors for their research topic no later than the end of their sixth semester. Admission to the program is in accordance with [University Regulations \(Undergraduate\)](#) and the [Regulations for the Honours Degree of Bachelor of Arts](#).
2. In addition to meeting the general requirements for the degree, and [Graduation Requirements for the Bachelor of Arts \(Honours\)](#), students for a B.A.(Hons.) in Political Science must complete at least 60 credit hours in courses offered by the Department, including:
  - a. 39 credit hours in Political Science courses as outlined under the Major in Political Science (including all course requirements listed in the Major);
  - b. successful completion of 6 credit hours consisting of POSC 4010 and 4011
  - c. a further 15 credit hours in Political Science courses at any level.
3. To be eligible for admission to the Honours degree, students must have achieved an average of 70% or above in 33 credit hours of Political Science courses at the time of application.
4. Students for an Honours degree are required to select courses as specified under [Honours in Political Science](#). A possible course pattern is presented in [Course Pattern for an Honours in Political Science](#).
5. The Honours essay (POSC 4010 and 4011) in Political Science must be passed with a grade of 70% or better.
6. Prior to enrolling in POSC 4010, all Honours students must have identified a research topic, have an approved supervisor, and have reviewed the Guidelines Governing Honours Essays available from the Head of the Department. Students are required to follow these guidelines while enrolled in POSC 4010 and 4011.
7. Students electing Joint Honours are required to follow regulations outlined in [The Joint Honours Program](#), and to complete at least 51 credit hours in Political Science, including

39 credit hours chosen in accordance with the pattern set out in the degree regulations for a Bachelor of Arts with a [Major in Political Science](#). An additional 12 credit hours can be selected from Political Science courses. If the student chooses to complete the Honours Essay (POSC 4010 and 4011) in Political Science, it must be passed with a grade of 70% or better.

#### Course Pattern for an Honours in Political Science (POSC)

<b>Term</b>	<b>Political Science Courses (POSC)</b>	<b>Credit Hours</b>
<b>Fall Academic Term 1</b>	POSC 1000	3
<b>Winter Academic Term 2</b>	POSC 1001, 2300 or 2800 (POSC 1001 is a recommended choice)	6
<b>Fall &amp; Winter Academic Terms 3 and 4</b>	POSC 2100 and two of x2xx or x3xx One of POSC x6xx or x8xx (depending on what was taken in previous semester)	12
<b>Fall &amp; Winter Academic Terms 5 and 6</b>	POSC 3010 and five other 3000-levels One POSC course at the 4000-level (depends upon level of courses taken in previous year)	21
<b>Fall Academic Term 7</b>	POSC 4010 Two other POSC courses at the 4000-level	9
<b>Winter Academic Term 8</b>	POSC 4011 Two other POSC courses at the 3000- or 4000-levels	9

#### Notes:

- If the Honours essay topic encompasses one of Canadian Government or Global Studies, POSC 4010 and/or 4011 may be applied towards the applicable Political Science concentration, upon recommendation of the Head of the Department and subject to the approval of the Faculty's Undergraduate Waivers and Appeals Committee. Refer to [Political Science Concentrations](#).

#### 15.15.4 Major in Political Science

1. In addition to meeting the general requirements for the degree, students completing a Major in Political Science must complete 39 credit hours in courses offered by the Department, including:
  - a. 9 credit hours in POSC 1000, 2100, and 3010;



- b. 3 credit hours in POSC 2300 or 2800;
  - c. a minimum of 6 credit hours in Political Science courses numbered x2xx and/or x3xx (in addition to POSC 2300 if taken instead of POSC 2800 as part of 3 credit hour requirement in (b));
  - d. a minimum of 3 credit hours in Political Science courses numbered x6xx and/or x8xx (in addition to POSC 2800 if taken instead of POSC 2300 as part of 3 credit hour requirement in (b));
  - e. 15 credit hours at the 3000 or 4000 level (in addition to POSC 3010), including a minimum of 6 credit hours at the 4000 level; and
  - f. a further 3 credit hours in Political Science at any level.
2. Students for a Major degree are required to select courses as specified under [Major in Political Science](#). A possible course pattern is presented in [Suggested Course Pattern for a Major in Political Science](#).

Suggested Course Pattern for a Major in Political Science (POSC)

Term	Political Science Courses (POSC)	Credit Hours
Fall Academic Term 1	POSC 1000	3
Winter Academic Term 2	POSC 1001, 2300 or 2800 (POSC 1001 is a recommended choice)	6
Fall & Winter Academic Terms 3 and 4	POSC 2100 and two of x2xx and/or x3xx One of POSC x6xx or x8xx (depending on what was taken in previous semester)	12
Fall & Winter Academic Terms 5 and 6	POSC 3010 and three other 3000-levels (depends upon level of courses taken in previous year)	12
Fall & Winter Academic Terms 7 and 8	Two 4000-level POSC courses	6

Notes:

- POSC 1001 is a recommended choice for a Major.

### 15.15.6 Honours and Major in Political Science (Co-operative)

[www.mun.ca/coop](http://www.mun.ca/coop)

#### 15.15.6.1 Eligibility for Admission

1. Admission to the Political Science Co-operative Education Program is limited and selective.
2. A student should note that it is possible to apply to enter the PSCE only in the Fall semester of each academic year. PSCE application forms, and the application deadline are available at the Department of Political Science website.
3. The primary criterion used in reaching decisions on applications is overall academic achievement. Applicants may be asked to attend an interview.
4. To be eligible for consideration of admission to PSCE, an applicant must have completed a minimum of 42 credit hours, including POSC 1000 and either 2300 or 2800, by the end of that semester; have an overall average of at least 65%, and a minimum average of 70% in Political Science courses. Applicants transferring from another institution must normally have completed at least one semester at Memorial University of Newfoundland before applying to the program.

#### 15.15.7 Minor in Political Science

1. Students for a Minor in Political Science must complete at least 24 credit hours in courses offered by the Department, including:
  - a. POSC 1000;
  - b. a minimum of 6 credit hours at the 2000-level; and
  - c. a minimum of 12 credit hours at the 3000-level or above, which must include at least 3 credit hours at the 4000-level.
2. Students for a Minor are required to select courses as specified under Minor in Political Science. A possible course pattern is presented in [Course Pattern for a Minor in Political Science](#).

##### Course Pattern for a Minor in Political Science (POSC)

Term	Political Science Courses (POSC)	Credit Hours
Fall Academic Term 1	POSC 1000	3

Winter Academic Term 2	POSC 1001 (POSC 1001 is a recommended choice)	3
Fall & Winter Academic Terms 3 and 4	Two of POSC 2100, 2200, 2300, 2600, or 2800	6
Fall & Winter Academic Terms 5 and 6	Two POSC course at the 3000-level (POSC 3010 is a recommended choice)	6
Fall & Winter Academic Terms 7 and 8	One POSC course at the 3000-level One POSC course at the 4000-level	6

Notes:

1. POSC 1001 and 3010 are recommended choices for a Minor.
2. For a Minor, credit hours in another discipline may not be substituted for POSC credit hours.

## SECONDARY CALENDAR CHANGES

### 15.15.5 Political Science Concentrations

While meeting the requirements for a program in Political Science, other than a Minor in Political Science, students may optionally select courses in one of two formal concentrations which, if completed, will be noted on the student's transcript.

Course Pattern for Optional Political Science (POSC) Concentration

Concentration	Courses for Political Science (POSC) Honours or Major
<b>No Concentration</b>	Honours: See <a href="#">Course Pattern for an Honours in Political Science (POSC)</a> Major: See <a href="#">Suggested Course Pattern for a Major in Political Science (POSC)</a>
<b>Canadian Government</b>	Follow applicable <a href="#">Course Pattern for an Honours in Political Science (POSC)</a> or <a href="#">Suggested Course Pattern for a Major in Political Science (POSC)</a> , <del>choosing taking</del> 2600 and 2800, three 36xx/38xx and three 46xx/48xx courses.
<b>Global Studies</b>	Follow applicable <a href="#">Course Pattern for an Honours in Political Science (POSC)</a> or <a href="#">Suggested Course Pattern for a Major in Political Science (POSC)</a> , choosing 2200 and 2300, three 32xx/33xx and three 42xx/43xx courses. Up to two 31xx and/or 41xx courses may be included.

## SECONDARY CALENDAR CHANGES – ENTRY AFTER CHANGES

### 15.15.5 Political Science Concentrations

While meeting the requirements for a program in Political Science, other than a Minor in Political Science, students may optionally select courses in one of two formal concentrations which, if completed, will be noted on the student's transcript.

Course Pattern for Optional Political Science (POSC) Concentration

Concentration	Courses for Political Science (POSC) Honours or Major
<b>No Concentration</b>	Honours: See <a href="#">Course Pattern for an Honours in Political Science (POSC)</a> Major: See <a href="#">Suggested Course Pattern for a Major in Political Science (POSC)</a>
<b>Canadian Government</b>	Follow applicable <a href="#">Course Pattern for an Honours in Political Science (POSC)</a> or <a href="#">Suggested Course Pattern for a Major in Political Science (POSC)</a> , taking 2600 and 2800, three 36xx/38xx and three 46xx/48xx courses.
<b>Global Studies</b>	Follow applicable <a href="#">Course Pattern for an Honours in Political Science (POSC)</a> or <a href="#">Suggested Course Pattern for a Major in Political Science (POSC)</a> , choosing 2200 and 2300, three 32xx/33xx and three 42xx/43xx courses. Up to two 31xx and/or 41xx courses may be included.

# Memorial University of Newfoundland

## Undergraduate Calendar Change Proposal Form

### Appendix Page

#### CONSULTATIONS

Consultations informally began in September 2023 for these changes and they have been approved by the Undergraduate committee and the Department of Political Science. The Dean's Office sends the calendar change proposal out for formal consultation as per the list below

CONSULTATIONS SOUGHT	RESPONSE	DATE
Business	Yes	Mar 14-24
Education	Yes	Mar 15-24
Engineering	Yes	Apr 2-24
Grenfell Campus	No	
Human Kinetics and Recreation	No	
Humanities and Social Sciences	No	
Library	Yes	Mar 14-24
Labrador Institute	No	
Marine Institute	No	
Medicine	No	
Music	No	
Nursing	No	
Pharmacy	Yes	Mar 14-24
Registrar's Office	No	
Science	No	
Social Work	No	

#### RESOURCE IMPLICATIONS

No resource implications are anticipated.

**Title of Proposal:** Revision to POSC Regulations for Hons, Major & Minors

**Checklist for Faculty of Humanities and Social Sciences Course/Program Proposals**

This checklist helps faculty to avoid errors and omissions in calendar change proposals. The completed checklist will be reviewed by a secretary in the Office of the Dean of HSS before the Associate Dean (Curriculum and Programs) assesses the draft proposal in preparation for submission to the Curriculum and Programs Committee. Proposals reviewed after October 31 may not be eligible for the next academic year's University Calendar.

**Faculty member: check boxes as applicable**

	YES	N/A
1. Has the completed proposal been approved by your academic unit's undergraduate committee and/or by the unit as a whole, including the Head?	X	
2. Will the change impact the calendar entry of another unit/department, <b>including Grenfell Campus and interdisciplinary HSS programs</b> ? If so, this is identified in the "secondary change" section, and written consent should be appended.		X
3. Has a Word version of the proposal been submitted, not a pdf? (so that the Dean's Office can make edits as appropriate, if applicable. Authors will be consulted about any edits)	X	
4. Does the proposal use all required headings, 12 point font, and include page numbers?	X	
5. Does the title on the front page of the proposal identify the name of the course/program?	X	
6. Is an executive summary, rationale or similar topline information included? (during formal consultations coordinated by the Office of the Dean of HSS this summary will be circulated electronically so that recipients can quickly grasp key aspects before reviewing the proposal itself).	X	
7. Does the "Resource Implications" section include the Dean's Office checklist template for this section? (not applicable to a course that will use an existing special topic number)	X	
8. Has a library report been requested or appended? (not required for special topics courses)		X
9. Is the course title/description free from technical jargon and extraneous content? (e.g., instead of "2620 English: This course will..." just begin "2620 English will...").		X
10. Are proposed deletions to existing Calendar language identified using strikethroughs, <del>like this</del> , and proposed Calendar additions identified by underlining, <u>like this</u> ?	X	
11. Does the proposal avail of the opportunity to use the "Secondary Changes" section to delete inactive courses that have not been offered in many years?		X
12. Has a weekly breakdown of assigned reading and activities been provided?		X
13. Has the Faculty member teaching the course been identified?		
14. Have marks for all parts of the evaluation, and the approximate dates of evaluation, been identified? At least 20% of the final grade must be returned before the last day to drop courses without academic prejudice (roughly 2 weeks after the midterm break).		X
15. If a special topics course: has a course number been identified on the cover page of the proposal? (a number should be assigned by the Assistant Registrar for HSS)		X
16. Does the "Summary Page for Senate" repeat changes to Calendar language, using the <del>strikethroughs</del> and <u>underlines</u> technique (not applicable if an existing special topic number).	X	

*updated: Sept-2023*

The person that the Office of the Dean should contact with any questions about the attached proposal:

Dr. Sean Gray  
Name (print legibly)

swdgray@mun.ca  
Phone / email

Departmental Head Signature: \_\_\_\_\_

# Memorial University of Newfoundland Undergraduate Calendar Change Proposal Form Cover Page

## LIST OF CHANGES

Indicate the Calendar change(s) being proposed by checking and completing as appropriate:

- ☐ New course(s):
- ☐ Amended or deleted course(s):
- ☐ New program(s):
- ☐ Amended or deleted program(s):
- ☐ New, amended or deleted Glossary of Terms Used in the Calendar entries
- ☐ New, amended or deleted Admission/Readmission to the University (Undergraduate) regulations
- ☐ New, amended or deleted General Academic Regulations (Undergraduate)
- ☒ New, amended or deleted Faculty, School or Departmental regulations:  
**Proposal to Add Priority Registration Language to old LWSO Program Entry**
- ☐ Other:

## ADMINISTRATIVE AUTHORIZATION

By signing below, you are confirming that the attached Calendar changes have obtained all necessary Faculty/School approvals, and that the costs, if any, associated with these changes can be met from within the existing budget allocation or authorized new funding for the appropriate academic unit.

Signature of Dean/Vice-President: \_\_\_\_\_

Date: \_\_\_\_\_

Date of approval by Faculty/Academic Council: \_\_\_\_\_

# Memorial University of Newfoundland

## Undergraduate Calendar Change Proposal Form

### Senate Summary Page for Programs

#### PROGRAM TITLE

Law and Society

#### RATIONALE

The Department of Political Science is planning to roll out priority registration to ensure that declared Majors and Minors in its Political Science and Law and Public Policy programs receive the courses they need to graduate. Calendar language was added to these programs in 2023 to notify students about the possibility of priority registration for 3000 and 4000 level POSC and LWPP courses.

However, the Department of Political Science also has a substantial cohort of legacy Law and Society students, still operating on old calendar. To confirm that these students will also receive the same priority registration considerations as POSC and LWPP students, we are adding priority registration language to the LWSO program stub. Since LWSO Majors and Minors must substitute LWSO courses with LWPP courses to complete any outstanding course requirements, they will be given the same standing in priority registration for LWPP courses as LWPP Majors and Minors. The addition of this calendar language was agreed to after consultation between the Department of Political Science Undergraduate Director and the HSS Associate Dean (Curriculum and Programs).

#### ANTICIPATED EFFECTIVE DATE

Sept. 1, 2024

#### CALENDAR CHANGES

##### 16.26.2 Law and Society

In accordance with Senate's *Policy Regarding Inactive Courses*, the course descriptions for courses which have not been offered in the previous three academic years and which are not scheduled to be offered in the current academic year have been removed from the following listing. For information about any of these inactive courses, please contact the Head of the Department.

As of September 2023, the Major and Minor in Law and Society (LWSO) has been discontinued and transitioned to the Major and Minor in Law and Public Policy (LWPP).

In accordance with [University Regulations \(Undergraduate\)](#), [Year of Degree and Departmental Regulations - Faculty of Humanities and Social Sciences](#) and [Faculty of](#)



Science, students for the former Major or Minor in Law and Society will normally follow regulations in effect in the academic year in which the student first successfully completes a course in that subject at the 2000-level or above which may be applied to the major or minor program respectively. Subsequent completion of Law and Society 1000, post September 2023, is ineligible towards the Major in Law and Public Policy. Since the course is not currently offered by any department or program, it is labelled inactive.

Enrollment in Law and Public Policy courses is limited. Where enrolment priority is given to students who have declared a major or minor in Law and Public Policy, it is also given to students who have declared a major or minor in Law and Society to ensure a timely completion of remaining program requirements.

~~A tentative list of upcoming Law and Society course offerings can be found at [www.mun.ca/hss/courses.php](http://www.mun.ca/hss/courses.php).~~

~~Law and Society courses are designated by LWSO.~~

### **LWSO 1000 Law, Democracy and Social Justice**

Inactive

~~examines the nature and aims of democracy and contemporary issues related to social justice through a law and society perspective.~~

~~UL: Cannot be used towards the requirements of a major or minor in Law and Public Policy or in Political Science~~

## **CALENDAR ENTRY AFTER CHANGES**

### **16.26.2 Law and Society**

In accordance with Senate's *Policy Regarding Inactive Courses*, the course descriptions for courses which have not been offered in the previous three academic years and which are not scheduled to be offered in the current academic year have been removed from the following listing. For information about any of these inactive courses, please contact the Head of the Department.

As of September 2023, the Major and Minor in Law and Society (LWSO) has been discontinued and transitioned to the Major and Minor in Law and Public Policy (LWPP).

In accordance with [University Regulations \(Undergraduate\)](#), [Year of Degree and Departmental Regulations - Faculty of Humanities and Social Sciences](#) and [Faculty of Science](#), students for the former Major or Minor in Law and Society will normally follow regulations in effect in the academic year in which the student first successfully completes a course in that subject at the 2000-level or above which may be applied to the major or minor program respectively. Subsequent completion of Law and Society 1000, post September 2023, is ineligible towards the Major in Law and Public Policy

Since the course is not currently offered by any department or program, it is labelled inactive.

Enrollment in Law and Public Policy courses is limited. Where enrolment priority is given to students who have declared a major or minor in Law and Public Policy, it is also given to students who have declared a major or minor in Law and Society to ensure a timely completion of remaining program requirements.

### **LWSO 1000 Law, Democracy and Social Justice**

Inactive

## **SECONDARY CALENDAR CHANGES**

### **16.21 Law and Society**

~~For Law and Society course descriptions~~ Regarding courses in the former Law and Society program, see under [Political Science, Law and Society](#).

## **SECONDARY CALENDAR CHANGES – ENTRY AFTER CHANGES**

### **16.21 Law and Society**

Regarding courses in the former Law and Society program, see under [Political Science, Law and Society](#).

# Memorial University of Newfoundland

## Undergraduate Calendar Change Proposal Form

### Appendix Page

#### CONSULTATIONS SOUGHT

Prior consultations were conducted with the HSS Associate Dean of Curriculum and Programs on November 27, 2023, the Political Science Undergraduate Committee on January 19, 2024, and the Political Science Department as a whole, where it unanimously passed a vote on Friday, February 2, 2024. The Dean's Office also consulted with the Arts Registrar prior to sending for formal consultation as per below.

CONSULTATIONS SOUGHT	RESPONSE	DATE
Business	Yes	Mar 6-24
Education	Yes	Mar 6-24
Engineering	Yes	Apr 2-24
Grenfell Campus	No	
Human Kinetics and Recreation	No	
Humanities and Social Sciences	No	
Labrador Institute	No	
Library	Yes	Mar 11-24
Marine Institute	No	
Medicine	No	
Music	No	
Nursing	No	
Pharmacy	Yes	Mar 11-24
Registrar's Office	No	
Science	No	
Social Work	No	

#### LIBRARY REPORT

N/A

#### RESOURCE IMPLICATIONS

There are no anticipated resource implications for this proposal.

**Title of Proposal:** Proposal to Add Priority Registration Language to old LWSO Program Entry

**Checklist for Faculty of Humanities and Social Sciences Course/Program Proposals**

This checklist helps faculty to avoid errors and omissions in calendar change proposals. The completed checklist will be reviewed by a secretary in the Office of the Dean of HSS before the Associate Dean (Curriculum and Programs) assesses the draft proposal in preparation for submission to the Curriculum and Programs Committee. Proposals reviewed after October 31 may not be eligible for the next academic year's University Calendar.

**Faculty member: check boxes as applicable**

	YES	N/A
1. Has the completed proposal been approved by your academic unit's undergraduate committee and/or by the unit as a whole, including the Head?	X	
2. Will the change impact the calendar entry of another unit/department, <b>including Grenfell Campus and interdisciplinary HSS programs</b> ? If so, this is identified in the "secondary change" section, and written consent should be appended.		X
3. Has a Word version of the proposal been submitted, not a pdf? (so that the Dean's Office can make edits as appropriate, if applicable. Authors will be consulted about any edits)	X	
4. Does the proposal use all required headings, 12 point font, and include page numbers?	X	
5. Does the title on the front page of the proposal identify the name of the course/program?	X	
6. Is an executive summary, rationale or similar topline information included? (during formal consultations coordinated by the Office of the Dean of HSS this summary will be circulated electronically so that recipients can quickly grasp key aspects before reviewing the proposal itself).	X	
7. Does the "Resource Implications" section include the Dean's Office checklist template for this section? (not applicable to a course that will use an existing special topic number)	X	
8. Has a library report been requested or appended? (not required for special topics courses)		X
9. Is the course title/description free from technical jargon and extraneous content? (e.g., instead of "2620 English: This course will..." just begin "2620 English will...").		X
10. Are proposed deletions to existing Calendar language identified using strikethroughs, <u>like this</u> , and proposed Calendar additions identified by underlining, <u>like this</u> ?	X	
11. Does the proposal avail of the opportunity to use the "Secondary Changes" section to delete inactive courses that have not been offered in many years?		X
12. Has a weekly breakdown of assigned reading and activities been provided?		X
13. Has the Faculty member teaching the course been identified?		X
14. Have marks for all parts of the evaluation, and the approximate dates of evaluation, been identified? At least 20% of the final grade must be returned before the last day to drop courses without academic prejudice (roughly 2 weeks after the midterm break).		X
15. If a special topics course: has a course number been identified on the cover page of the proposal? (a number should be assigned by the Assistant Registrar for HSS)		X
16. Does the "Summary Page for Senate" repeat changes to Calendar language, using the <u>strikethroughs</u> and <u>underlines</u> technique (not applicable if an existing special topic number).	X	

*updated: Sept- 2023*

The person that the Office of the Dean should contact with any questions about the attached proposal:

Dr. Sean Gray \_\_\_\_\_  
Name (print legibly)

swdgray@mun.ca  
Phone / email

Departmental Head Signature: \_\_\_\_\_



## SCHOOL OF GRADUATE STUDIES

Office of the Associate Vice-President (Academic) and  
Dean, School of Graduate Studies  
St. John's, NL Canada A1C 5S7  
Tel: 709-864-2445 Fax: 709-864-4702  
[sgs@mun.ca](mailto:sgs@mun.ca)  
[www.mun.ca/sgs](http://www.mun.ca/sgs)

**August 9, 2024**

TO: Executive Committee of Senate

FROM: Dr. Amy Warren  
Chair of Academic Council  
Associate Vice-President (Academic) and Dean of Graduate Studies

SUBJECT: Items of Business

A handwritten signature in black ink that reads "Amy M. Warren".

---

The following items of business have been approved by Academic Council on May 23, 2024, and they are now being transmitted to Senate for information/approval.

### **CONSENT AGENDA**

#### **1. School of Science and the Environment, Grenfell Campus**

Council recommends approval of the proposed new course BEAS 6058 ('Introduction to Life Cycle Assessment'), and the associated revisions to Section 34.5 and 44.6 of the Calendar, as well as to correct a discrepancy in the listing of existing course BEAS 6052 as it was inadvertently omitted from Section 44.6 of the Calendar.

#### **2. Faculty of Science**

Council recommends approval of the proposed revisions to Section 32.9 of the Calendar with respect to the MSc in Computer Science program, to add new program requirements, make consistent regulation regarding program termination, remove the work-term route, and add two new courses for approval (COMP 611W and COMP 612W).

#### **3. Faculty of Humanities and Social Sciences**

- i. Council recommends approval of the proposed new course POSC 6220 (Governing a World in Climate Crisis), and the associated revisions to Section 12.19 of the Calendar.
- ii. Council recommends approval of the proposed new course POSC 6635 ('Equitable Energy Transitions'), and the associated revisions to Section 12.19 of the Calendar.

AW/ke



### SCHOOL OF GRADUATE STUDIES

Office of the Associate Vice-President (Academic) and  
Dean, School of Graduate Studies  
St. John's, NL Canada A1C 5S7  
Tel: 709-864-2445 Fax: 709-864-4702  
[sgs@mun.ca](mailto:sgs@mun.ca)  
[www.mun.ca/sgs](http://www.mun.ca/sgs)

### Coversheet

The School of Science and the Environment is requesting approval of the new course BEAS 6058 (Introduction to Life Cycle Assessment), and the associated revisions to Section 34.5 and 44.6 of the Calendar, as well as to correct a discrepancy in the listing of BEAS 6052 as it was inadvertently omitted from Section 44.6.

To: Dr. Amy Warren  
Associate VP (Academic) and Dean of Graduate Studies  
c/o School of Graduate Studies

From: Dr. Robert Bailey  
Secretary, Academic Council  
School of Science and the Environment

Date: April 16, 2024

Subject: New course – BEAS 6058  
New Special Topics course – ENVP 6528

---

At its regular meeting on April 10, 2024, the Academic Council of the School of Science and the Environment, Grenfell Campus, approved the following proposals:

- New graduate course, BEAS 6058 (Introduction to Life Cycle Assessment), to add a previously-approved Special Topics course to the Calendar as a regular course
- New graduate Special Topics course, ENVP 6528 (Mi'kmaw Perspectives on Sustainability)

Both proposals are attached.

**Robert  
Bailey**

Digitally signed by  
Robert Bailey  
Date: 2024.04.16  
13:13:07 -02'30'

Robert Bailey  
Secretary, Academic Council  
School of Science and the Environment  
Grenfell Campus

c. Registrar, Grenfell Campus  
Interim Dean, School of Science and the Environment

Attachments



SCHOOL OF  
GRADUATE STUDIES

## Request for Approval of a Graduate Course

*Adobe Reader, minimum version 8, is required to complete this form.* Download the latest version: <http://get.adobe.com/reader>. (1) Save the form by clicking on the diskette icon on the upper left side of the screen; (2) Ensure that you are saving the file in PDF format; (3) Specify where you would like to save the file, e.g. Desktop; (4) Review the [How to create and insert a digital signature](#) webpage for step by step instructions; (5) Fill in the required data and save the file; (6) Send the completed form by email to: [sgs@mun.ca](mailto:sgs@mun.ca).

**To:** Dean, School of Graduate Studies  
**From:** Faculty/School/Department/Program  
**Subject:** ☒ Regular Course ☐ Special/Selected Topics Course

**Course No.:** BEAS 6058

**Course Title:** Introduction to Life Cycle Assessment

**I. To be completed for all requests:**

**A. Course Type:** ☒ Lecture course ☐ Lecture course with laboratory  
☐ Laboratory course ☐ Undergraduate course<sup>1</sup>  
☐ Directed readings ☐ Other (please specify)

**B. Can this course be offered by existing faculty?** ☒ Yes ☐ No

**C. Will this course require new funding (including payment of instructor, labs, equipment, etc.)?** ☐ Yes ☒ No  
If yes, please specify:

**D. Will additional library resources be required (if yes, please contact [munul@mun.ca](mailto:munul@mun.ca) for a resource consultation)?** ☐ Yes ☒ No

**E. Credit hours for this course:** 3

**F. Course description (please attach course outline and reading list):**  
See attached

G. Method of evaluation:	Percentage	
	Written	Oral
Class tests		
Assignments	45	25
Other (specify):	30	
Final examination:		

Total 100

<sup>1</sup> Must specify the additional work at the graduate level



II. To be completed for special/selected topics course requests only

For special/selected topics courses, there is no evidence of:  
Instructor's initials

1. duplication of thesis work
2. double credit
3. work that is a faculty research product
4. overlap with existing courses

Recommended for offering in the

Fall

Winter

Spring

20

Length of session if less than a semester:

III. This course proposal has been prepared in accordance with General Regulations governing the School of Graduate Studies

Dr. Shegufta Shetranjiwalla

Course instructor

Morteza Haghiri

Digitally signed by Morteza Haghiri  
Date: 2024.03.27 11:10:02 -03'00'

Approval of the head of the academic unit

March 27, 2024

Date

March 27, 2024

Date

IV. This course proposal was approved by the Faculty/School/Council

Robert Bailey

Digitally signed by Robert Bailey  
Date: 2024.04.16 12:57:48 -02'30'

Secretary, Faculty/School/Council

April 16, 2024

Date

Updated March 2021

*The goal of this form is to help assess the resource implications of any new course proposal. It should be completed by the Program Chair or Graduate Officer to accompany any the proposal when submitted to the Committee on Academic Programming. It should be read in conjunction with the School's "Procedures for Approval of Calendar Changes" and "Procedures for Approval of Special Topics Courses" documents. Please use additional space if necessary.*

**Course number:** BEAS 6058      **Course title:** Introduction to Life Cycle Assessment

**Course type (choose all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> Undergraduate course                | <input checked="" type="checkbox"/> Graduate course       |
| <input type="checkbox"/> Regular course (listed in Calendar) | <input type="checkbox"/> Special Topics course            |
| <input type="checkbox"/> Lecture course                      | <input type="checkbox"/> Lecture course with laboratories |
| <input type="checkbox"/> Reading course                      | <input type="checkbox"/> Other (please specify): _____    |

**Credit hours for course (standard is 3 CH):** 3CH

**Instructor (name(s), core / term appointment, per course instructor):** Dr. Shegufta Shetranjiwalla/core

**Teaching equivalencies (i.e. TUs):** 1 TU

**Anticipated enrolment:** 5-10 students

**Will the course be:** (i) required for a program; (ii) one of a list of optional courses for a program; (iii) a service course required for a program outside SSE; (iv) an elective course? Provide details:

The course will be an elective course offered for the BEAS program.

**Overall program impact (program expansion or corresponding reduction elsewhere):**

This course is very relevant to interdisciplinary sustainability sciences serving the cross-disciplinary and multi-sectoral learning needs of the graduates enrolled in BEAS program. This course will fill a gap in qualitative and quantitative data and systems-focused life cycle environmental impact analysis for products, processes and services in the boreal and agricultural ecosystems but will not lead to a corresponding reduction elsewhere.

**Impact on teaching unit (TU) balance:**

This course will be offered by an existing faculty member in the undergraduate ENVS program at Grenfell campus and who is also affiliated with the graduate BEAS program. This will be a full TU course offering. The

teaching units will be balanced between the undergraduate courses in the ENVS program and graduate courses in the BEAS program through the unit.

**Additional resources and funding source (e.g. labs, equipment, other):**

This course does not require resources for labs or equipment but may require IT support from the existing facilities for open access software and database guidance.

**Other comments:**

This course is only one of its kind offered at MUN and has no overlaps directly with other courses offered at Grenfell or other MUN campuses. The course will be offered as a flexible, in-person, remote, or synchronous format thereby providing an opportunity for students from other campuses to take the course. This course will also be delivered in a style that will provide an opportunity for students from the Transdisciplinary Sustainability and Environmental Policy programs at Grenfell to avail the course, facilitating the application of social, community and regulatory aspects of LCA to their learning and research projects.

**Request submitted by (Program Chair or Graduate Officer):**

Signed: Dr. Mumtaz Cheema Digitally signed by Dr. Mumtaz Cheema  
Date: 2024.03.27  
09:26:48 -02'30' Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Approved by (Dean or designate):**

Signed: Morteza Haghiri Digitally signed by Morteza Haghiri  
Date: 2024.03.26  
19:54:27 -03'00' Name: \_\_\_\_\_ Date: \_\_\_\_\_

# **Memorial University of Newfoundland Graduate Calendar Change Proposal Form Senate Summary Page for Courses**

## **COURSE NUMBER AND TITLE**

BEAS 6058: Introduction to Life Cycle Assessment

## **ABBREVIATED COURSE TITLE**

BEAS 6058: Intro Life Cycle Assessment

## **RATIONALE**

This course was offered as a special topics course in Spring 2023 (BEAS 6058) and BEAS wishes to regularize this course and offer it for the first time as a regular course in Winter 2025.

Students enrolled in the Boreal Ecosystems and Agricultural Sciences (BEAS) graduate program conduct interdisciplinary research in multi-sectoral areas, that span technical, environmental, biological, statistical and community domains. These research projects have environmental foci such as mitigating climate change, valorizing or circularizing waste from renewable fish, farm or forest resources, or developing products/processes/methodologies/analytical techniques or remedial systems that integrate efficient natural resource use with minimized environmental impact for sustainable development that address the UN Sustainable Development Goals by 2030. This requires students to have a deep-seated understanding of the environmental impacts at all stages of the life cycle in these sectors and be prepared as effective sustainable decision makers with a systems perspective.

This course will help identify barriers and bridge gaps between resource use and quantifiable environmental impacts through providing qualitative & quantitative ecological and systems data. It will train students in the critical analyses of environmental impacts through recognizing how decision-making influences resource balance trade-offs that impact the environment, economy and society. The course content will follow ISO 14040 and 14044 guidelines and use open access software and databases including primary literature to develop their own life cycle case studies that may be applicable to their research projects. Currently this course would be the only offering of Life Cycle Assessment at Memorial University across all campuses. Therefore, this course offering from the Grenfell Campus will fill a very crucial and yet missing topic at Memorial University in environmental and sustainability sciences.

Introduction to Life Cycle Assessment will be offered in a flexible, in-person, remote, or synchronous format, thereby providing an opportunity for students from other campuses to take the course. This course will also be delivered in a style that will provide an

opportunity for students from the Transdisciplinary Sustainability (TRSU) and Environmental Policy (MAEP) programs at Grenfell to avail the course facilitating the application of social, community and regulatory aspects of LCA learning to their learning and research projects.

When offered in Spring 2023, this course had seven students registered from the BEAS, TRSU, MAEP programs from the Grenfell campus and Engineering and Medicine faculties from the St. John's campus. This course has since then garnered interest from the various programs and at least 5 graduate students have enquired about this course being offered as part of their degree requirement.

This course has no significant overlaps with other courses taught at the Grenfell campus. Aspects of Life Cycle thinking are introduced in the Environmental Toxicology ENVS 3000 course to third year students and concepts of life cycle thinking with green chemistry principles are also covered in the second year organic chemistry and third year industrial chemistry undergraduate courses that are taught at Grenfell campus. However, the quantified life cycle assessment with respect to materials and energy flows including circularity with LCA using a sectoral lens incorporated with social/community, economic, regulatory and systems perspectives that are covered in the proposed course is completely driven by graduate student needs.

The course content is data dependent and will use open access software and databases. Relevant readings and journal articles are readily accessed through the Grenfell library and through other open access sources. This course does not have any laboratory or equipment needs.

## **CALENDAR CHANGES**

### **34.5 Courses**

- BEAS 6000 Issues in Boreal Ecosystems and Agricultural Sciences
- BEAS 600A/B Graduate Research Seminar
- BEAS 6002 Advanced Quantitative Research Methods for the Natural Sciences
- BEAS 6003 Advanced Quantitative Research Methods for the Social Sciences
- BEAS 6010 Agriculture and Forestry Economics
- BEAS 6020 Management of Crop Nutrition
- BEAS 6021 Organic Farming for Sustainable Agriculture
- BEAS 6022 Plant Biochemistry
- BEAS 6023 Plant Physiology
- BEAS 6030 Chemical Speciation Modeling for Environmental Matrices
- BEAS 6031 Soil Functions Soil as a Bioreactor
- BEAS 6032 Environmental Soil Physics
- BEAS 6033 Soil and Water Conservation
- BEAS 6040 Advanced Groundwater Management
- BEAS 6041 Applied Hydrology
- BEAS 6042 Soil and Groundwater Remediation

- BEAS 6050-6150 (excluding 6052 and 6058) Special topics in Boreal Ecosystems and Agricultural Sciences
- BEAS 6052 Statistical Model Building in Boreal Ecology
- BEAS 6058 Introduction to Life Cycle Assessment

## CALENDAR ENTRY AFTER CHANGES

### 34.5 Courses

- BEAS 6000 Issues in Boreal Ecosystems and Agricultural Sciences
- BEAS 600A/B Graduate Research Seminar
- BEAS 6002 Advanced Quantitative Research Methods for the Natural Sciences
- BEAS 6003 Advanced Quantitative Research Methods for the Social Sciences
- BEAS 6010 Agriculture and Forestry Economics
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- BEAS 6021 Organic Farming for Sustainable Agriculture
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- BEAS 6040 Advanced Groundwater Management
- BEAS 6041 Applied Hydrology
- BEAS 6042 Soil and Groundwater Remediation
- BEAS 6050-6150 (excluding 6052 and 6058) Special topics in Boreal Ecosystems and Agricultural Sciences
- BEAS 6052 Statistical Model Building in Boreal Ecology
- BEAS 6058 Introduction to Life Cycle Assessment

**Dr. Shegufta Shetranjiwalla**  
**Assistant Professor**

Chemistry-School of Science and the Environment, Grenfell  
Campus, Memorial University of Newfoundland  
20, University Drive, Corner Brook, NL, A2H 5G4



We acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of this province.

To,

March 12, 2024,

Dr. Rebecca Milley  
Chairperson, Committee on Academic Programming,  
School of Science and the Environment, Grenfell Campus.

Subject: Graduate Course in Introduction to Life Cycle Assessment of Products and Processes

Dear Dr. Milley, Registrar Parsons and Committee Members,

I am writing to request approval for offering a graduate course in Introduction to Life Cycle Assessment (LCA) of products and processes, commencing in the Winter Semester of the academic year 2025. Our students enrolled in the Boreal Ecosystems and Agricultural Sciences (BEAS) graduate program conduct interdisciplinary research in multi-sectoral areas, that span technical, environmental, biological, statistical and community domains. These research projects have environmental foci such as mitigating climate change, valorizing or circularizing waste or renewable fish, farm or forest resources, or developing products/processes/methodologies/analytical techniques or remedial systems that integrate efficient natural resource use with minimized environmental impact for sustainable development that address the UN Sustainable Development Goals by 2030. This requires our students to have a deep-seated understanding of the environmental impacts at all stages of the life cycle in these sectors and be prepared as effective sustainable decision makers with a systems perspective.

This course will help identify barriers and bridge gaps between resource use and quantifiable environmental impacts through providing qualitative & quantitative ecological and systems data. It will train students in the critical analyses of environmental impacts through recognizing how decision-making influences resource balance trade-offs that impact the environment, economy and society. The course content will follow ISO 14040 and 14044 guidelines and use open access software and databases including primary literature to develop their own life cycle case studies that may be applicable to their research projects. Currently this course would be the only offering of Life Cycle Assessment at Memorial University across all campuses. Therefore, this course offering from the Grenfell Campus will fill a very crucial and yet missing topic at Memorial University in environmental and sustainability sciences.

Introduction to Life Cycle Assessment will be offered in a flexible, in-person, remote, or synchronous format, thereby providing an opportunity for students from other campuses to take the course. This course will also be delivered in a style that will provide an opportunity for students from the Transdisciplinary Sustainability (TRSU) and Environmental Policy (MAEP) programs at Grenfell to avail the course facilitating the application of social, community and regulatory aspects of LCA learning to their learning and research projects.

An accelerated version of this course was offered in the summer term of 2023 as a self-directed reading special topics course delivered in a synchronous virtual setting. The summer offering had a high enrollment with students from the BEAS, TRSU, MAEP programs from the Grenfell campus and Engineering and Medicine faculties from the St. John's campus. This course has since then garnered

interest from the various programs and at least 5 graduate students have enquired about this course being offered as part of their degree requirement.

To the best of my knowledge, this course has no significant overlaps with other courses taught at the Grenfell campus. I do introduce aspects of Life Cycle thinking in the Environmental Toxicology ENVS 3000 course to third year students when I teach the course and cover concepts of life cycle thinking with green chemistry principles in the organic and industrial chemistry undergraduate courses that I teach. However, the quantified life cycle assessment with respect to materials and energy flows including circularity with LCA using a sectoral lens incorporated with social/community, economic, regulatory and systems perspectives that are covered in the proposed course is completely driven by graduate student needs.

The course content is data dependent and will use open access software and databases. Relevant readings and journal articles are readily accessed through the Grenfell library and through other open access sources. This course does not have any laboratory or equipment needs.

I have included with this letter the course approval form, the proposed syllabus and a list of potential resources that can be accessed from the library for your attention. Thank you for taking the time to review my application.

Best,



Shegufta Shehtraniwalla



We acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of this province.

## **Graduate Course**

**Instructor:** Dr. Shegufta Shetranjiwalla  
Email: [sshetranjiwalla@mun.ca](mailto:sshetranjiwalla@mun.ca)

**Meeting times:** Lectures 3 hours weekly

### **Course Description:**

This course is designed to introduce concepts of sustainable decision making with a life cycle thinking perspective for systems, products and processes. It will have a particular focus on identifying barriers and bridging gaps between natural resource use and quantifiable environmental impacts that inform sectoral innovation through community engagement. The course will encourage critical thinking around promoting a just and environmentally sustainable transition to a net-zero economy. The course will introduce life cycle metrics supported by systems thinking and circularity metrics for sustainable decision-making. Life cycle assessment (LCA) parameters for extraction, bioeconomy, blue economy, food systems and (bio)plastics will be discussed. Integrated interdisciplinary models for sustainable communities aligned with policy, business and climate action for the emergent green sectors that address the 17 United Nations Sustainable Development Goals will be highlighted. Students will learn to critically analyze current literature and develop sustainable frameworks for mainstream applications using the International Standards Organization ISO 14040, 14044 and 14025 life cycle assessment guidelines. They will gain scientific communication skills through effective presentations and writing of a capstone review article. Students will also be introduced to introductory LCA methodology, calculations and software/database integration.

### **Learning Goals/Expectations:**

1. Gain a comprehensive understanding of life cycle thinking, environmental burdens and ecodesign
2. Calculate personal ecological footprint and identify gaps in current systems with materials and energy
3. Understand the role of life cycle metrics as a tool in environmental sustainability and decision making.
4. Learn how life cycle thinking and metrics can support systems thinking, circularity thinking and sectoral innovation using ISO standards, policy guidelines and regulations.
5. Develop knowledge by defining the goal, scope, systems boundaries, inventory, impact category calculations and interpretation for life cycle assessment in selected case studies.
6. Critically analyze and present current literature in the field of life cycle thinking through article summaries, critiques, presentations, and scientific reviews.
7. Identify and build on areas of independent study in models pertaining to circular design and innovation, policy, business and communities using life cycle thinking.

### **Recommended Text/Other Useful Texts**

Life Cycle Assessment Theory and Practice by Hauschild, Rosenbaum and Olsen,

**Note:** All course content relevant to success in all evaluations and assessments will be discussed during the lectures. Reading suggestions, case studies and relevant journal articles will be provided during the course. Research and Journal articles will be sourced from the Grenfell Library using existing databases. Software for life cycle assessment will be sourced open access. Data will be sourced by students from primary literature in case studies or from open access databases. Use of AI in critical analyses, review article and research summaries will be discussed during the course.

<b>Assessments</b>	<b>Weighting</b>
Presentations of relevant primary literature from independent learning and life cycle thinking in selected sectors	25%
Written summaries of selected research articles in selected sectors	20%
Take home project/case study: Applied learning and model development from open access software and life cycle inventory databases in a sector of choice related to the student's research project.	30%
Critical Review: Student review article in the selected area/sector	25%
<b>Total</b>	<b>100%</b>

Due dates for all course evaluations will be provided on Brightspace. Also see the tentative schedule.

#### **Tentative Schedule:**

<b>Week</b>	<b>Topic</b>
1-2	<ul style="list-style-type: none"> <li>• Introduction to Life cycle Assessment and ISO 14040-44</li> </ul>
2-4	<ul style="list-style-type: none"> <li>• Fundamentals of LCA, LC inventory, Environmental Impact metrics</li> <li>• Presentations-1</li> </ul>
4-5	<ul style="list-style-type: none"> <li>• LCA and ISO standards with sector specific overviews</li> <li>• Presentations-2</li> </ul>
5-7	<ul style="list-style-type: none"> <li>• Material and Energy Flows, Systems Boundaries, computational framework of LCA</li> <li>• Sectoral analysis of Material and Energy Flows, Systems Boundaries, Life cycle metrics and Environmental Impact calculations</li> <li>• Written Summary-1</li> </ul>
7-8	<ul style="list-style-type: none"> <li>• Ecodesign, Circular systems in LCA, introduction to open access software and databases</li> </ul>
9-10	<ul style="list-style-type: none"> <li>• Sectoral innovation, Ecodesign recommendations using LCA and socio-socioeconomic analysis addressing UN SDGs</li> <li>• Guest Lecture from LCA industry or academia</li> <li>• Written Summary-2</li> </ul>
10-11	<ul style="list-style-type: none"> <li>• Open Access Software modeling with case study development</li> <li>• Data gathering and Database development for use in case study-selected sector</li> <li>• Group Project/Case Study Draft</li> </ul>

12	<ul style="list-style-type: none"> <li>• Stakeholders, social LCA and connections to Sustainable Development</li> <li>• Group Project/Case Study Presentation</li> </ul>
Final Exam Period	<ul style="list-style-type: none"> <li>• Applied LCA concepts and metrics in the critical review paper for selected sector</li> </ul>

This course is designed for flexible in-person or remote synchronous delivery of course content and evaluation.

### **Late submission policy**

Please note that all evaluations and assessments are due on the scheduled due/submission dates provided in the schedule. **Late assessments are not accepted unless prior exemption** from the Course instructor has been acquired. However, extensions/exemptions for assessments and all other pertinent accommodations with regards to submissions will be considered on a case-by-case basis by the course instructor with the aim to help students best succeed in their course. Please communicate with the course instructor using your school email for accommodations and any pertinent exemptions.

If you are unable to complete a summary or a presentation for any personal reasons the mark for that evaluation will be transferred over the remaining evaluations\*\*. Tests cancelled due to sickness will be rescheduled or alternatively graded. Please communicate with the course instructor.

\*Meets the requirements of the University Calendar, Grenfell Campus 13.13.3.

\*\*Meets the requirements of Regulation 6.7.6.1 of the University Calendar.

**Completion of Course Work:** Completion of all components of this course is necessary for a student to be given credit in the course. Therefore, a student must complete, and hand in if applicable, all material associated with each component of the course. This applies equally to work that is handed in or completed too late to earn any marks in the course, in conjunction with the policy of the course instructor on lateness. Students who fail to meet this requirement should consult the instructor well before final marks are due for the course.

### **Access to Instruction: All links to be updated later.**

Memorial University is committed to accommodation of students with different abilities. If a student has a disability or other health/physical condition that requires special arrangement or consideration to succeed in a course, the student should contact the Accessibility Center & Education Services (ACES, AS 234 phone 637-6232, [studentservices@grenfell.mun.ca](mailto:studentservices@grenfell.mun.ca)) to arrange appropriate accommodations in a confidential setting. More information on the University's policy is available [here](#).

Your mental, emotional and physical health is most important. You are encouraged to seek appropriate medical attention from the Student Wellness and Counselling Center. Please reach out to the Student Services to discuss any adjustments you think may need and seek virtual help from the [mental health services](#).

## **COURSE ENDORSEMENT FROM THE BEAS PROGRAM**

Cheema, Mumtaz A. <mcheema@grenfell.mun.ca>

Sat 2023-12-02 1:26 AM

To: Shetranjiwalla, Shegufta <sshsetranjiwalla@grenfell.mun.ca>

Cc: Haghiri, Morteza <mhaghiri@grenfell.mun.ca>

Dr Shegufta,

From the feedback I received, I fully endorse the offering of this course for graduate students at Grenfell and MUN.

Mumtaz

**MUMTAZ CHEEMA, Ph.D.** (he/him)

Associate Vice President Research & Graduate Studies (*Interim*)

Professor, School of Science and the Environment

Grenfell Campus, Memorial University

Corner Brook, NL | A2H 5G4

T: 709 639 6533

mcheema@grenfell.mun.ca

**GRENFELL**  
CAMPUS



We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.

---

**From:** Shetranjiwalla, Shegufta <sshsetranjiwalla@grenfell.mun.ca>

**Sent:** Friday, December 1, 2023 2:13 PM

**To:** Cheema, Mumtaz A. <mcheema@grenfell.mun.ca>

**Cc:** Haghiri, Morteza <mhaghiri@grenfell.mun.ca>

**Subject:** BEAS support for an Intro to LCA course

Hello Dr. Cheema,

I would like to offer the Introduction to Life Cycle Assessment Course at the graduate level in the BEAS program for graduate students.

To do this I would require the SGS and BEAS support.

Please let me know if you have any questions or concerns about the course and its need at our campus.

The graduate course would be open to graduate students across all graduate programs including other MUN campuses as well.

Thank you,  
shegufa

---

**Shegufa Shetranjiwalla-Merchant, PhD.** (she/her)

Assistant Professor

School of Science and the Environment - Chemistry

Office: AS240

Phone: 709-639-2502

**Library Report: BEAS 6058: Introduction to Life Cycle Assessment of Products and Processes**

Date: April 4, 2024

I had previously reviewed the proposal for the course in 2023 when it was first being offered as a summer reading course. After corresponding with Dr. Shetranjiwalla and based on her experience teaching it last year, no further resources are required from the library.

Please do not hesitate to contact me should you require further information or clarification or to identify resources you would like the library to purchase.

Crystal Rose  
Associate Dean of Libraries,  
Grenfell & Harlow Campuses  
Memorial University of Newfoundland  
[crose@grenfell.mun.ca](mailto:crose@grenfell.mun.ca)  
(709) 637-2183

To: Academic Council  
School of Graduate Studies

From: Dr. Robert Bailey  
Interim Dean, School of Science and the Environment

Date: May 28, 2024

Subject: Regularization of Special Topics course BEAS 6058

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A proposal to adopt the Special Topics course BEAS 6058 as a regular course in the University Calendar was approved at the School of Science and the Environment's Academic Council on April 10, 2024.

It was subsequently brought to our attention that the proposed Calendar change neglected to add this course to section 44.6 (for the Ph.D. program in Boreal Ecosystems and Agricultural Sciences). We also then discovered a further discrepancy between the two listings (the omission of BEAS 6052 from 44.6). We have therefore prepared a revised version of the proposal document, correcting these omissions as an editorial change which would not require further approval of our Council.

The updated proposal is attached.

**Robert  
Bailey** Digitally signed  
by Robert Bailey  
Date: 2024.05.27  
23:11:58 -02'30'

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Robert Bailey  
Interim Dean  
School of Science and the Environment  
Grenfell Campus

Attachments

# **Memorial University of Newfoundland Graduate Calendar Change Proposal Form Senate Summary Page for Courses**

## **COURSE NUMBER AND TITLE**

BEAS 6058: Introduction to Life Cycle Assessment

## **ABBREVIATED COURSE TITLE**

BEAS 6058: Intro Life Cycle Assessment

## **RATIONALE**

This course was offered as a special topics course in Spring 2023 (BEAS 6058) and BEAS wishes to regularize this course and offer it for the first time as a regular course in Winter 2025.

Students enrolled in the Boreal Ecosystems and Agricultural Sciences (BEAS) graduate program conduct interdisciplinary research in multi-sectoral areas, that span technical, environmental, biological, statistical and community domains. These research projects have environmental foci such as mitigating climate change, valorizing or circularizing waste from renewable fish, farm or forest resources, or developing products/processes/methodologies/analytical techniques or remedial systems that integrate efficient natural resource use with minimized environmental impact for sustainable development that address the UN Sustainable Development Goals by 2030. This requires students to have a deep-seated understanding of the environmental impacts at all stages of the life cycle in these sectors and be prepared as effective sustainable decision makers with a systems perspective.

This course will help identify barriers and bridge gaps between resource use and quantifiable environmental impacts through providing qualitative & quantitative ecological and systems data. It will train students in the critical analyses of environmental impacts through recognizing how decision-making influences resource balance trade-offs that impact the environment, economy and society. The course content will follow ISO 14040 and 14044 guidelines and use open access software and databases including primary literature to develop their own life cycle case studies that may be applicable to their research projects. Currently this course would be the only offering of Life Cycle Assessment at Memorial University across all campuses. Therefore, this course offering from the Grenfell Campus will fill a very crucial and yet missing topic at Memorial University in environmental and sustainability sciences.

Introduction to Life Cycle Assessment will be offered in a flexible, in-person, remote, or synchronous format, thereby providing an opportunity for students from other campuses

to take the course. This course will also be delivered in a style that will provide an opportunity for students from the Transdisciplinary Sustainability (TRSU) and Environmental Policy (MAEP) programs at Grenfell to avail the course facilitating the application of social, community and regulatory aspects of LCA learning to their learning and research projects.

When offered in Spring 2023, this course had seven students registered from the BEAS, TRSU, MAEP programs from the Grenfell campus and Engineering and Medicine faculties from the St. John's campus. This course has since then garnered interest from the various programs and at least 5 graduate students have enquired about this course being offered as part of their degree requirement.

This course has no significant overlaps with other courses taught at the Grenfell campus. Aspects of Life Cycle thinking are introduced in the Environmental Toxicology ENVS 3000 course to third year students and concepts of life cycle thinking with green chemistry principles are also covered in the second year organic chemistry and third year industrial chemistry undergraduate courses that are taught at Grenfell campus. However, the quantified life cycle assessment with respect to materials and energy flows including circularity with LCA using a sectoral lens incorporated with social/community, economic, regulatory and systems perspectives that are covered in the proposed course is completely driven by graduate student needs.

The course content is data dependent and will use open access software and databases. Relevant readings and journal articles are readily accessed through the Grenfell library and through other open access sources. This course does not have any laboratory or equipment needs.

## **CALENDAR CHANGES**

### **34.5 Courses**

- BEAS 6000 Issues in Boreal Ecosystems and Agricultural Sciences
- BEAS 600A/B Graduate Research Seminar
- BEAS 6002 Advanced Quantitative Research Methods for the Natural Sciences
- BEAS 6003 Advanced Quantitative Research Methods for the Social Sciences
- BEAS 6010 Agriculture and Forestry Economics
- BEAS 6020 Management of Crop Nutrition
- BEAS 6021 Organic Farming for Sustainable Agriculture
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- BEAS 6031 Soil Functions Soil as a Bioreactor
- BEAS 6032 Environmental Soil Physics
- BEAS 6033 Soil and Water Conservation
- BEAS 6040 Advanced Groundwater Management
- BEAS 6041 Applied Hydrology



- BEAS 6042 Soil and Groundwater Remediation
- BEAS 6050-6150 (excluding 6052 and 6058) Special Topics in Boreal Ecosystems and Agricultural Sciences
- BEAS 6052 Statistical Model Building in Boreal Ecology
- BEAS 6058 Introduction to Life Cycle Assessment

#### 44.6.5 Courses

- BEAS 6000 Issues in Boreal Ecosystems and Agricultural Sciences
- BEAS 600A/B Graduate Research Seminar
- BEAS 6002 Advanced Quantitative Research Methods for the Natural Sciences
- BEAS 6003 Advanced Quantitative Research Methods for the Social Sciences
- BEAS 6010 Agriculture and Forestry Economics
- BEAS 6020 Management of Crop Nutrition
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- BEAS 6041 Applied Hydrology
- BEAS 6042 Soil and Groundwater Remediation
- BEAS 6050-6150 (excluding 6052 and 6058) Special Topics in Boreal Ecosystems and Agricultural Sciences
- BEAS 6052 Statistical Model Building in Boreal Ecology
- BEAS 6058 Introduction to Life Cycle Assessment

## CALENDAR ENTRY AFTER CHANGES

#### 34.5 Courses

- BEAS 6000 Issues in Boreal Ecosystems and Agricultural Sciences
- BEAS 600A/B Graduate Research Seminar
- BEAS 6002 Advanced Quantitative Research Methods for the Natural Sciences
- BEAS 6003 Advanced Quantitative Research Methods for the Social Sciences
- BEAS 6010 Agriculture and Forestry Economics
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#### 44.6.5 Courses

- BEAS 6000 Issues in Boreal Ecosystems and Agricultural Sciences
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- BEAS 6058 Introduction to Life Cycle Assessment



**SCHOOL OF  
GRADUATE STUDIES**

Office of the Associate Vice-President (Academic) and  
Dean, School of Graduate Studies  
St. John's, NL Canada A1C 5S7  
Tel: 709-864-2445 Fax: 709-864-4702  
[sgs@mun.ca](mailto:sgs@mun.ca)  
[www.mun.ca/sgs](http://www.mun.ca/sgs)

**Coversheet**

The Faculty of Science is requesting approval of revisions to Section 32.9 of the Calendar with respect to the MSc in Computer Science program, to add new program requirements, make consistent regulation regarding program termination, remove the work-term route, and add two new course for approval (COMP 611W and COMP 612W).



**Faculty of Science**

Office of the Dean  
St. John's, NL Canada A1B 3X7  
Tel: 709 864 8154 Fax: 709 864 3316  
deansci@mun.ca [www.mun.ca/science](http://www.mun.ca/science)

May 13, 2024

Memo revised from April 25.

TO: Ms. Katrielle Edmond, School of Graduate Studies

FROM: Gina Jackson, Secretary, Faculty of Science Faculty Council

SUBJECT: Faculty of Science Calendar Changes

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This is to confirm that the Faculty of Science Faculty Council, at its meeting on April 24, 2024, approved the following calendar changes:

- A. Department of Computer Science - Calendar Changes (MSc), New regulations: Program requirements (Research Forum; Thesis Route (COMP690A/B); COMP6999 (Master's project)), Consistent regulation regarding program termination, removing the Work-term route, Adding two new courses for approval – COMP 611W and COMP 612W

If you require additional information or clarification please let me know.

A handwritten signature in blue ink that reads "Gina Jackson".

Gina Jackson

cc: A. Fiech, Chair, Faculty of Science, Graduate Studies Committee  
Office of the Registrar

## 32.9 Computer Science

### 32.9.1 Admission Requirements

Admission into a ~~Master's~~ Master of Science program in Computer Science is restricted to students holding at least a Bachelor degree (major in Computer Science or Computer Engineering) with a minimum average of 75% overall, and/or an Upper ~~S~~second Class ~~Upper~~ or higher standing. When circumstances warrant, this requirement may be waived on the recommendation of the Head of the Department. Applicants should also refer to the [Qualifications for Admission](#) given under the [Regulations Governing the Degree of Master of Science](#) within the School of Graduate Studies section of the current Calendar. International applicants are strongly encouraged to submit results of the (general) Graduate Record Examination (GRE) test. Applicants may apply ~~initially~~ for [Option 1](#) or [Option 2](#) ~~only; students may apply for Option 3 toward the end of their first semester of study.~~

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### 32.9.2 Programs

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#### 32.9.2.1 Option 1 - Thesis Route

1. Students are required to complete a minimum of 15 credit hours in graduate program courses, 9 credit hours which are Computer Science courses as follows: COMP 690A/B and 6 additional credit hours in Computer Science (excluding ~~COMP 601W~~ COMP 611W, COMP 612W ~~and, COMP 6999~~ and COMP 7000).
2. Full-time students are expected to complete their course work within their first year of studies. Part-time students are expected to complete their course work by the end of the seventh semester in their program.

~~3. Students must participate in the Research Forum at least once during their program. The Student Research Forum is organized by the Department of Computer Science and takes place each academic year.~~

~~4.3. Each student is required to submit an acceptable thesis. The thesis project may involve a theoretical investigation and/or the development of an original, practical system. Each student is required to present a tentative outline of the student's proposed research to the Supervisor, with a copy to the Department Committee on Graduate Studies, by the end of the student's third semester in the program (sixth semester for part-time students). A fifteen minute oral presentation of the proposal is to be scheduled and given within four weeks of the submission date.~~

~~5. Within 2 weeks of Prior to submission of a thesis, normally in the last semester of the program, students are required to present a seminar on the thesis topic, methods employed, and research results.~~

~~4.~~

## 32.9.2.2 Option 2 - Course-based Route

~~1. Students are required to complete a minimum of 30 credit hours in graduate program courses, of which at least 21 credit hours must be in Computer Science, whereas the remaining 9 could be Computer Science courses, other courses related to computer science and included in the list of Computer Science approved elective courses maintained by the [Graduate Studies Committee](#), or other courses previously approved by the Graduate Studies Committee, or its Chair.~~

~~2. Within the 30 credit hours requirement, students must take COMP 6999 (Master's Project).~~

~~3. Prior to graduation and as part of successfully completing COMP 6999, students are required to present a seminar on their project.~~

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### ~~32.9.2.3 Option 3 – Work Term Route~~

~~The work term route provides an opportunity for graduate computer science students to learn valuable practical skills while working in fields related to computer science. Students complete a full-time, paid work term (COMP 601W) of four or eight months with a single employer as an essential component of their academic program. There is no direct entry into this program. Students may apply for admission into Option 3–Work Term Route towards the end of their first semester in Option 1—Thesis Route or Option 2—Course-based Route.~~

#### ~~1. Admission Requirements~~

- ~~a. Admission to the work term route is limited, competitive, and selective.~~
- ~~b. The primary criteria used in reaching decisions on applications for admission is academic performance, relevant experience and motivation. Students may be required to participate in an interview as part of the selection process.~~
- ~~c. Applications are accepted each semester, approximately 4-5 months in advance of start of the work term. Students are informed of application deadlines by the Department of Computer Science.~~
- ~~d. Students must have completed 12 credit hours of program courses prior to the start of the work term. Students must have at least one required course remaining after the work term.~~

#### ~~2. Program of Study~~

- ~~a. Students are required to complete a minimum of 24 credit hours in graduate program courses, of which at least 18 credit hours must be in Computer Science, whereas the remaining 6 should be either in Computer Science, related to computer science and included in the list of elective courses maintained by the Graduate Studies Committee, or previously approved by the Graduate Studies Committee, or its Chair.~~
- ~~b. Within this credit requirement, a student must take the following courses:~~
  - ~~i. COMP 6999 (Master's Project)~~
  - ~~ii. One course in Software Engineering (COMP 6905)~~
  - ~~iii. One course in Algorithms (COMP 6901, COMP 6902, or COMP 6980)~~
- ~~c. Additionally, students are required to complete one co-operative education work term (COMP 601W). The work term is a full-time, four- or eight- months duration paid work experience with one employer.~~
- ~~d. The work term job search takes place throughout the semester prior to the start of the intended work term. Students who are not successful in securing a work term job in their first search semester may continue their search for up to two additional semesters.~~
- ~~e. Prior to graduation and as part of successfully completing COMP 6999 (Master's Project), students are required to present a seminar on their project.~~

### ~~3. Work Term~~



- ~~a. Students will conduct job searches with an Academic Staff Member in Co-operative Education in cooperation with the Department of Computer Science. It is the student's responsibility to seek and obtain a work term placement and to communicate with all parties both within the University and beyond in a professional manner. While the student's job search is supported by the Academic Staff Member in Co-operative Education, it is the student's responsibility to secure a work term placement. Work term placements are not guaranteed. Work term placements obtained outside the job competition must be confirmed by letter from the employer and approved by an Academic Staff Member in Co-operative Education on or before the first day of the work term.~~
- ~~b. Work terms start in January, May and September; the start and end dates are available at [www.mun.ca/coop](http://www.mun.ca/coop).~~
- ~~c. Each work term placement will be supervised by the student's on-site workplace supervisor and the Academic Staff Member in Co-operative Education. The overall evaluation of the work term is the responsibility of the Academic Staff Member in Co-operative Education. The work term shall consist of two components:
  - ~~i. On-the-job Student Performance as evaluated by the workplace supervisor and the Academic Staff Member in Co-operative Education.~~
  - ~~ii. Assignment(s) graded by the Academic Staff Member in Co-operative Education.~~~~

1.

### 32.9.3 Other Regulations

- ~~1. Students from either Option 1 – Thesis Route or Option 2 – Course-based Route may request to transfer to a different route once during their~~

~~studies, after completing 4 courses (12 credit hours) in their original program upon admission to the School of Graduate Studies at this University.~~

~~All students are expected to take an active part in seminars and other aspects of the academic life of the Department of Computer Science.~~

### 32.9.3.1 Degree Completion

1. Full-time students are expected to complete all program requirements in two years. Part-time students are expected to complete all program requirements in four years. Each work-term extends these periods by one semester.
2. Students must obtain a grade of at least 65% in all program courses to receive credit for the course towards their program requirements. Any student who fails to receive 65% or more in a course must repeat the course in the case of core courses or must either repeat or replace the course with another program course in the case of elective courses. Any student who receives a grade of less than 65% in two courses or in a repeated course will be required to withdraw from the program.
3. Students taking COMP 690A/690B are required to present one seminar in each of these two courses to obtain course credit.

### 32.9.3.2 Route Change

1. Students from either Option 1 - Thesis Route or Option 2 - Course-based Route may request to transfer to a different route once during their studies, after completing 4 courses (12 credit hours) in their original program upon admission to the School of Graduate Studies at this University.

### 32.9.3.3 The Co-operative Education Work Term Guidelines

1. The work term courses (COMP 611W and COMP 612W) provide course-based students with a work-integrated learning opportunity to develop practical skills and to earn three credit hours toward their degree requirements for each of these courses.
2. Students can complete one full-time continuous paid work term with a single employer for four months (COMP 611W) or eight months (COMP 611W and COMP 612W).
3. Access to work term courses is limited, competitive and selective. Students are informed of procedures to request access and deadlines by the Department of Computer Science.
4. The primary criteria used in evaluating requests to participate in work term courses is academic performance in Memorial University graduate courses, relevant experience, and motivation. Students may be required to participate in an interview as part of the selection process.
5. Students must have completed 12 credit hours of program courses prior to the start of the work term. Students must have 3 credit hours of program courses remaining after the work term.
6. The work term search takes place throughout the semester prior to the start of the intended work term.
7. Students are ultimately responsible for securing the work term and placement is not guaranteed. Academic Staff Member(s) in Co-operative Education provide support for the job search and inform students of potential job opportunities.
8. COMP 611W and COMP 612W will be supervised by the student's workplace supervisor and an Academic Staff Member in Co-operative Education, who is also responsible for overall evaluation.

2.——

- ~~3. Unless the work-term takes longer than one term, full-time students are expected to complete all program requirements in two years. Part-time students are expected to complete all program requirements in four years.~~
- ~~4. Students must obtain a grade of at least 65% in all program courses to receive credit for the course towards their program requirements. For the thesis route, the General Regulations for Evaluation of Graduate Students of the University Calendar applies. For non-thesis routes, any student who fails to receive 65% or more in a course must repeat the course in the case of required courses or must either repeat or replace the course with another program course in the case of other courses. Only two such repetitions/replacements shall be permitted in the student's program. Should a grade of less than 65% be obtained in a repeated or replacement course, the student shall be required to withdraw from the program.~~

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## 32.9.4 Courses

A selection of the following graduate courses will be offered to meet the requirements of students, as far as the resources of the Department will allow. Normally, students will be expected to complete their course work during the Fall and Winter semesters.

- ~~610~~611W Work Term I
- ~~612~~612W Work Term II
- 6758-6769 Special Topics in Computer Applications
- 6770-6790 Special Topics in Computer Science
- 690A/B Research Methods in Computer Science
- 6901 Applied Algorithms (*credit may be obtained for only one of 6901 and 6783*)
- 6902 Computational Complexity (*credit may be obtained for only one of 6902 and 6743*)
- 6903 Concurrent Computing
- 6904 Advanced Computer Architecture (*credit may be obtained for only one of 6904 and 6722*)

- 6905 Software Engineering (*credit may only be obtained for one of 6905 or 6713*)
- 6906 Numerical Methods (*credit may only be obtained for one of 6906 or 6731*)
- 6907 Data Mining Techniques and Methodologies (*credit may be obtained for only one of 6907 and 6762*)
- 6908 Database Technology and Applications (*credit may be obtained for only one of 6908 and 6751*)
- 6909 Fundamentals of Computer Graphics (*credit may be obtained for only one of 6909 or 6752*)
- 6910 Services Computing, Semantic Web and Cloud Computing
- 6911 Bio-inspired Computing
- 6912 Autonomous Robotics (*credit may be obtained for only one of 6912 and 6778*)
- 6913 Bioinformatics
- 6914 3D Modelling and Rendering
- 6915 Machine Learning
- 6916 Security and Privacy
- 6918 Digital Image Processing (*credit may be obtained for only one of 6918 or 6756*)
- 6921 Syntax and Semantics of Programming Languages (*credit may be obtained for only one of 6921 or 6711*)
- 6922 Compiling Methods (*credit may be obtained for only one of 6922 and 6712*)
- 6924 Formal Grammars, Automata and Languages
- 6925 Advanced Operating Systems
- 6926 Performance Evaluation of Computer Systems (*credit may be obtained for only one of 6726 and 6926*)
- 6928 Knowledge-Based Systems (*credit may be obtained for only one of 6928 or 6755*)
- 6929 Advanced Computational Geometry (*credit may be obtained for only one of 6929 or 6745*)
- 6930 Theory of Databases (*credit may be obtained for only one of 6930 or 6742*)
- 6931 Matrix Computations and Applications (*credit may be obtained for only one of 6931, 6732, and CMSC 6910*) (cross-listed with CMSC 6910)
- 6932 Matrix Computations in Control (*credit may be obtained for only one of 6932 or 6738*)
- 6933 Nonlinear and Linear Optimization (cross-listed with Mathematics 6202)

- 6934 Introduction to Data Visualization (*credit may be obtained for only one of 6934 or 6774*)
- 6980-6998 Special Topics in Computer Science (*excluding 6982 and 6983*)
- 6982 Computer Vision (*credit may be obtained for only one of 4301, 6982, ECE 8410, and ENGI 9805*)
- 6983 Advanced Interaction techniques
- 6999 Master's Project I
- 7000 Master's Project II

## 32.9 Computer Science

### 32.9.1 Admission Requirements

Admission into a Master of Science program in Computer Science is restricted to students holding at least a Bachelor degree (major in Computer Science or Computer Engineering) with a minimum average of 75% overall, and/or an Upper Second Class or higher standing. When circumstances warrant, this requirement may be waived on the recommendation of the Head of the Department. Applicants should also refer to the [Qualifications for Admission](#) given under the [Regulations Governing the Degree of Master of Science](#) within the School of Graduate Studies section of the current Calendar. International applicants are strongly encouraged to submit results of the (general) Graduate Record Examination (GRE) test. Applicants may apply for [Option 1](#) or [Option 2](#).

### 32.9.2 Programs

#### 32.9.2.1 Option 1 - Thesis Route

1. Students are required to complete a minimum of 15 credit hours in graduate program courses, 9 credit hours which are Computer Science courses as follows: COMP 690A/B and 6 additional credit hours in Computer Science (excluding COMP 611W, COMP 612W, COMP 6999 and COMP 7000).
2. Full-time students are expected to complete their course work within their first year of studies. Part-time students are expected to complete their course work by the end of the seventh semester in their program.
3. Each student is required to submit an acceptable thesis. The thesis project may involve a theoretical investigation and/or the development of an original, practical system. Each student is required to present a tentative outline of the student's proposed research to the Supervisor,

with a copy to the Department Committee on Graduate Studies, by the end of the student's third semester in the program (sixth semester for part-time students).

4. Within 2 weeks of submission of a thesis students are required to present a seminar on the thesis topic, methods employed, and research results.

### 32.9.2.2 Option 2 - Course-based Route

1. Students are required to complete a minimum of 30 credit hours in graduate program courses, of which at least 21 credit hours must be in Computer Science, whereas the remaining 9 could be Computer Science courses, other courses related to computer science and included in the list of Computer Science approved elective courses maintained by the [Graduate Studies Committee](#), or other courses previously approved by the Graduate Studies Committee, or its Chair.

### 32.9.3 Other Regulations

#### 32.9.3.1 Degree Completion

1. Full-time students are expected to complete all program requirements in two years. Part-time students are expected to complete all program requirements in four years. Each work-term extends these periods by one semester.
2. Students must obtain a grade of at least 65% in all program courses to receive credit for the course towards their program requirements. Any student who fails to receive 65% or more in a course must repeat the course in the case of core courses or must either repeat or replace the course with another program course in the case of elective courses. Any student who receives a grade of less than 65% in two courses or in a repeated course will be required to withdraw from the program.



3. Students taking COMP 690A/690B are required to present one seminar in each of these two courses to obtain course credit.

### 32.9.3.2 Route Change

1. Students from either [Option 1 - Thesis Route](#) or [Option 2 - Course-based Route](#) may request to transfer to a different route once during their studies, after completing 4 courses (12 credit hours) in their original program upon admission to the School of Graduate Studies at this University.

### 32.9.3.3 The Co-operative Education Work Term Guidelines

1. The work term courses (COMP 611W and COMP 612W) provide course-based students with a work-integrated learning opportunity to develop practical skills and to earn three credit hours toward their degree requirements for each of these courses.
2. Students can complete one full-time continuous paid work term with a single employer for four months (COMP 611W) or eight months (COMP 611W and COMP 612W).
3. Access to work term courses is limited, competitive and selective. Students are informed of procedures to request access and deadlines by the Department of Computer Science.
4. The primary criteria used in evaluating requests to participate in work term courses is academic performance in Memorial University graduate courses, relevant experience, and motivation. Students may be required to participate in an interview as part of the selection process.
5. Students must have completed 12 credit hours of program courses prior to the start of the work term. Students must have 3 credit hours of program courses remaining after the work term.

6. The work term search takes place throughout the semester prior to the start of the intended work term.
7. Students are ultimately responsible for securing the work term and placement is not guaranteed. Academic Staff Member(s) in Co-operative Education provide support for the job search and inform students of potential job opportunities.
8. COMP 611W and COMP 612W will be supervised by the student's workplace supervisor and an Academic Staff Member in Co-operative Education, who is also responsible for overall evaluation.

## 32.9.4 Courses

A selection of the following graduate courses will be offered to meet the requirements of students, as far as the resources of the Department will allow. Normally, students will be expected to complete their course work during the Fall and Winter semesters.

- 611W Work Term I
- 612W Work Term II
- 6758-6769 Special Topics in Computer Applications
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- 6902 Computational Complexity (*credit may be obtained for only one of 6902 and 6743*)
- 6903 Concurrent Computing
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- 6906 Numerical Methods (*credit may only be obtained for one of 6906 or 6731*)
- 6907 Data Mining Techniques and Methodologies (*credit may be obtained for only one of 6907 and 6762*)

- 6908 Database Technology and Applications (*credit may be obtained for only one of 6908 and 6751*)
- 6909 Fundamentals of Computer Graphics (*credit may be obtained for only one of 6909 or 6752*)
- 6910 Services Computing, Semantic Web and Cloud Computing
- 6911 Bio-inspired Computing
- 6912 Autonomous Robotics (*credit may be obtained for only one of 6912 and 6778*)
- 6913 Bioinformatics
- 6914 3D Modelling and Rendering
- 6915 Machine Learning
- 6916 Security and Privacy
- 6918 Digital Image Processing (*credit may be obtained for only one of 6918 or 6756*)
- 6921 Syntax and Semantics of Programming Languages (*credit may be obtained for only one of 6921 or 6711*)
- 6922 Compiling Methods (*credit may be obtained for only one of 6922 and 6712*)
- 6924 Formal Grammars, Automata and Languages
- 6925 Advanced Operating Systems
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- 6932 Matrix Computations in Control (*credit may be obtained for only one of 6932 or 6738*)
- 6933 Nonlinear and Linear Optimization (*cross-listed with Mathematics 6202*)
- 6934 Introduction to Data Visualization (*credit may be obtained for only one of 6934 or 6774*)
- 6980-6998 Special Topics in Computer Science (*excluding 6982 and 6983*)
- 6982 Computer Vision (*credit may be obtained for only one of 4301, 6982, ECE 8410, and ENGI 9805*)

- 6983 Advanced Interaction techniques
- 6999 Master's Project I
- 7000 Master's Project II



### **SCHOOL OF GRADUATE STUDIES**

Office of the Associate Vice-President (Academic) and  
Dean, School of Graduate Studies  
St. John's, NL Canada A1C 5S7  
Tel: 709-864-2445 Fax: 709-864-4702  
[sgs@mun.ca](mailto:sgs@mun.ca)  
[www.mun.ca/sgs](http://www.mun.ca/sgs)

### **Coversheet**

The Faculty of Humanities and Social Sciences is requesting approval of a new course POSC 6220 (Governing a World in Climate Crisis), and the associated revisions to Section 12.19 of the Calendar.

# Faculty of Humanities and Social Sciences Graduate Studies Calendar Change Proposal

Department: Political Science

Graduate Course(s)/Regulations/Program:

-New Course: POSC 6220, Governing a World in Climate Crisis

## ADMINISTRATIVE AUTHORIZATION

By signing below, you are confirming that the attached Calendar changes have obtained all necessary Faculty/School approvals, and that the costs, if any, associated with these changes can be met from within the existing budget allocation or authorized new funding for the appropriate academic unit.

Signature of Dean/Vice-President:



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Date:

March 4, 2024

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Date of approval by Faculty/Academic Council: May 1, 2024

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# Faculty of Humanities and Social Sciences

## Graduate Calendar Change Proposal Form

### COURSE NUMBER AND TITLE

POSC 6220 – Governing a World in Climate Crisis

### ABBREVIATED COURSE TITLE

Governing the Climate Crisis

### RATIONALE

Dr. Angela Carter joined the Department of Political Science as Associate Professor and Canada Research Chair in Northern Governance and Public Policy nominee in Fall 2023. The Department of Political Science is eager for Dr. Carter to design courses that align with her areas of expertise on the global climate crisis and green energy transitions. This is a regularization of a special topics course (POSC 6901) first offered in Spring 2024. A version of this course is also being offered at the 4000 level, though the requirements for graduate students are different.

### ANTICIPATED EFFECTIVE DATE

Fall 2024

### CALENDAR CHANGES

#### School of Graduate Studies

#### 12 Regulations Governing the Degree of Master of Arts and Graduate Diplomas in Humanities and Social Sciences

#### 12.19 Political Science

#### 12.19.2 Courses

- POSC 6000 Political Science Approaches
- POSC 6010 Empirical Methods in Political Science
- POSC 602A/B Research Design and Professional Development
- POSC 6030 Co-operative Internship (6 credit hours)
- POSC 6100 Political Philosophy (credit restricted with POSC 4100)
- POSC 6190-99 Special Topics in Political Theory
- POSC 6220 Governing a World in Climate Crisis (credit restricted with POSC 4220, and Law and Public Policy 4220, the former 6901)
- POSC 6230 Theories of International Relations (credit restricted with POSC 4230, the former POSC 6200)
- POSC 6240 The Ends of the World: Global Politics of Existential Threats (credit restricted with POSC 4240, the former POSC 6290)
- POSC 6245 Political Economy (credit restricted with POSC 4245, the former POSC 6350)

- POSC 6255 Controversies in Political Economy (credit restricted with POSC 4255)
- POSC 6291-6299 Special Topics in Global Politics
- POSC 6300 Comparative Politics (credit restricted with POSC 4300)
- POSC 6315 Democracy and the Phantom Public (credit restricted with POSC 4315)
- POSC 6325 Asian Politics (credit restricted with POSC 4325)
- POSC 6330 Comparative Political Representation (credit restricted with POSC 4330)
- POSC 6340 Gender and Political Behaviour (credit restricted with POSC 4340)
- POSC 6360 Contentious Politics (credit restricted with POSC 4360, the former POSC 6400)
- POSC 6370 Democracy and Democratization (credit restricted with POSC 4370)
- POSC 6385 Religion and Politics (credit restricted with POSC 4385, RELS 4385, the former POSC 6320)
- POSC 6390-6399 Special Topics in Comparative Politics
- POSC 6630 Policy Design and Delivery (credit restricted with POSC 4630)
- POSC 6640 Democratic Innovations in Public Policy (credit restricted with POSC 4640)
- POSC 6670 Public Policy Process (credit restricted with POSC 4670, the former POSC 6790)
- POSC 6691-6699 Special Topics in Public Policy
- POSC 6800 Canadian Politics (credit restricted with the former POSC 6700)
- POSC 6840 Political Parties in Canada (credit restricted with POSC 4840)
- POSC 6860 Elections in Canada (credit restricted with POSC 4860)
- POSC 6890 Municipal Government and Politics in Canada (credit restricted with POSC 4890, the former POSC 6720)
- POSC 6891-6899 Special Topics in Canadian Politics
- POSC 6900-6910 Special Topics (excluding 6901)

## CALENDAR ENTRY AFTER CHANGES

### School of Graduate Studies

#### 12 Regulations Governing the Degree of Master of Arts and Graduate Diplomas in Humanities and Social Sciences

##### 12.19 Political Science

##### 12.19.2 Courses

- POSC 6000 Political Science Approaches
- POSC 6010 Empirical Methods in Political Science
- POSC 602A/B Research Design and Professional Development
- POSC 6030 Co-operative Internship (6 credit hours)
- POSC 6100 Political Philosophy (credit restricted with POSC 4100)
- POSC 6190-99 Special Topics in Political Theory



- POSC 6220 Governing a World in Climate Crisis (credit restricted with POSC 4220, and Law and Public Policy 4220, the former 6901)
- POSC 6230 Theories of International Relations (credit restricted with POSC 4230, the former POSC 6200)
- POSC 6240 The Ends of the World: Global Politics of Existential Threats (credit restricted with POSC 4240, the former POSC 6290)
- POSC 6245 Political Economy (credit restricted with POSC 4245, the former POSC 6350)
- POSC 6255 Controversies in Political Economy (credit restricted with POSC 4255)
- POSC 6291-6299 Special Topics in Global Politics
- POSC 6300 Comparative Politics (credit restricted with POSC 4300)
- POSC 6315 Democracy and the Phantom Public (credit restricted with POSC 4315)
- POSC 6325 Asian Politics (credit restricted with POSC 4325)
- POSC 6330 Comparative Political Representation (credit restricted with POSC 4330)
- POSC 6340 Gender and Political Behaviour (credit restricted with POSC 4340)
- POSC 6360 Contentious Politics (credit restricted with POSC 4360, the former POSC 6400)
- POSC 6370 Democracy and Democratization (credit restricted with POSC 4370)
- POSC 6385 Religion and Politics (credit restricted with POSC 4385, RELS 4385, the former POSC 6320)
- POSC 6390-6399 Special Topics in Comparative Politics
- POSC 6630 Policy Design and Delivery (credit restricted with POSC 4630)
- POSC 6640 Democratic Innovations in Public Policy (credit restricted with POSC 4640)
- POSC 6670 Public Policy Process (credit restricted with POSC 4670, the former POSC 6790)
- POSC 6691-6699 Special Topics in Public Policy
- POSC 6800 Canadian Politics (credit restricted with the former POSC 6700)
- POSC 6840 Political Parties in Canada (credit restricted with POSC 4840)
- POSC 6860 Elections in Canada (credit restricted with POSC 4860)
- POSC 6890 Municipal Government and Politics in Canada (credit restricted with POSC 4890, the former POSC 6720)
- POSC 6891-6899 Special Topics in Canadian Politics
- POSC 6900-6910 Special Topics (excluding 6901)
- 

## **SECONDARY CALENDAR CHANGES**

NA

# Memorial University of Newfoundland

## Calendar Change Proposal Form

### Appendix Page

#### CONSULTATIONS SOUGHT

The Department of Political Science has approved this proposal. The Dean's office sends the proposal out for formal consultation as per the list below.

CONSULTATIONS SOUGHT	RESPONSE	DATE
Business	Yes	Mar 5-24
Education	Yes	Mar 6-24
Engineering	Yes	Apr 2-24
Grenfell Campus	No	
Human Kinetics and Recreation	No	
Humanities and Social Sciences	No	
Labrador Institute	No	
Library	No	
Marine Institute	No	
Medicine	Yes	Mar 5-24
Music	No	
Nursing	No	
Pharmacy	No	
Registrar's Office (E. Pittman)	Yes	Mar 5-24
Science	No	
Social Work	No	

#### LIBRARY REPORT

A Library Report is attached.

#### RESOURCE IMPLICATIONS

There are no resource implications for this course.

Check box as applicable (☑)

<i>Courses that are part of load</i>	YES	NO	N/A
Q1. Will the course be taught by a tenured or tenure track Academic Staff Member as part of load? (if yes, complete 1a to 1c; if no, proceed to Q2 )	X		
a) Required course: will it be taught every year?		X	
b) Elective course: will it be taught on a regular rotation depending on the academic unit's teaching plan?	X		
c) Elective course: will it hinder the academic unit's ability to offer its core program?		X	
Proceed to Q3.			

Q2. If the course will be taught as overload by an Academic Staff Member, or by a per-course instructor (PCI) or by any other contractual instructor, please answer each of the following.

- a) Approximately how often will the course be taught?
- b) Why can't the course be offered by a tenured or tenure track Academic Staff Member as part of normal load?

N/A

Q3. If the course is planned as a distance course, does DELTS support it and has DELTS confirmed that it will offer financial and administrative support?

NA

Q4. Will the course require any further resources (e.g. extra administrative supports)? Please explain and justify.

N/A

#### **ADDITIONAL INFORMATION REQUIRED FOR NEW COURSE PROPOSALS**

A sample syllabus is attached.

# Request for Approval of a Graduate Course

*Adobe Reader, minimum version 8, is required to complete this form.* Download the latest version: <http://get.adobe.com/reader>. (1) Save the form by clicking on the diskette icon on the upper left side of the screen; (2) Ensure that you are saving the file in PDF format; (3) Specify where you would like to save the file, e.g. Desktop; (4) Review the [How to create and insert a digital signature](#) webpage for step by step instructions; (5) Fill in the required data and save the file; (6) Send the completed form by email to: [sgs@mun.ca](mailto:sgs@mun.ca).

**To:** Dean, School of Graduate Studies  
**From:** Faculty of HSS, Dept of Political Science  
**Subject:** Regular Course (Regularization of prior Special Topics Course POSC 6901)

**Course No.:** POSC 6220

**Course Title:** Governing a World in Climate Crisis

**I. To be completed for all requests:**

**A. Course Type:**

Lecture course	Lecture course with laboratory
Laboratory course	Undergraduate course <sup>1</sup>
Directed readings	<b>Other (please specify) Seminar</b>

**B. Can this course be offered by existing faculty?** ☒ Yes ☐ No

**C. Will this course require new funding (including payment of instructor, labs, equipment, etc.)?** Yes ☒ No  
 If yes, please specify:

**D. Will additional library resources be required (if yes, please contact [munul@mun.ca](mailto:munul@mun.ca) for a resource consultation)?** Yes ☒ No

**E. Credit hours for this course:** 3

**F. Course description (please attach course outline and reading list):**  
 is an analysis of the transformative changes that are required at the level of global governance to address the worsening climate crisis.

**G. Method of evaluation:**

	Written	Percentage	Oral
Class tests			
Assignments	80		
Other (specify): Participation			20
Final examination:			
<b>Total</b>	<b>100</b>		

<sup>1</sup> Must specify the additional work at the graduate level

**II. To be completed for special/selected topics course requests only**

**For special/selected topics courses, there is no evidence of:**

**Instructor's initials**

- |  |            |
|--|------------|
| 1. duplication of thesis work              | <u>AVC</u> |
| 2. double credit                           | <u>AVC</u> |
| 3. work that is a faculty research product | <u>AVC</u> |
| 4. overlap with existing courses           | <u>AVC</u> |

Recommended for offering in the                      Fall                      Winter                      Spring                      20 \_\_\_\_

Length of session if less than a semester:

**III. This course proposal has been prepared in accordance with General Regulations governing the School of Graduate Studies**



\_\_\_\_\_  
Course instructor

Jan 14 2024

\_\_\_\_\_  
Date



\_\_\_\_\_  
Approval of the head of the academic unit

Feb 5, 2024

\_\_\_\_\_  
Date

**IV. This course proposal was approved by the Faculty/School/Council**

\_\_\_\_\_  
Secretary, Faculty/School/Council

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Date

Updated March 2021

# POSC 6220

## “Governing a World in Climate Crisis”

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**Instructor:** Dr. Angela Carter (*a settler researcher; she/her pronouns*)

Office Location: Bruneau Centre, IIC-2005A

Office Hours: To Be Determined

Email: [avcarter@mun.ca](mailto:avcarter@mun.ca)

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### Land acknowledgement

Land or territory acknowledgements are one way to recognize that we are on Indigenous land. They serve to make visible the history and current experiences of Indigenous Peoples. While these acknowledgments can become routine and perhaps hollowed of meaning, they could be one part of the urgent task of reconciliation and anti-colonialism. We'll discuss this during the weeks ahead with specific reference to global governance and the climate crisis. But for now, we are beginning our course by acknowledging that Memorial University's campuses are situated in the traditional territories of diverse Indigenous groups. The Memorial University community acknowledges with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province. However, equity and reconciliation require more than acknowledging the land: it requires a commitment to active anti-colonization in our communities, as we will discuss this term. I encourage you to find out more about Indigenous lands worldwide, for example by visiting the [Native Land website](#).

### Proposal calendar description

Our time is defined by the climate crisis. As acknowledged in no uncertain terms by the UN's Intergovernmental Panel on Climate Change, we are living in a "code red for humanity" moment: without *transformative* policy changes, our future will be one of continually worsening climate crises. Meanwhile, calls for climate justice—for solutions that is both equitable and ecologically sustainable—are growing around the world. This is a massive global governance challenge and this seminar invites students to engage with key themes including anti-colonial climate governance, "death and damage" as experienced by Least Developed Countries, "supply side" climate governance, global worker-led climate action, transnational grassroots opposition to climate policy obstructionism, opportunities for a rapid just transition, and more.

### Detailed description, for syllabus

Our time is defined by the climate crisis. As acknowledged in no uncertain terms by the UN's Intergovernmental Panel on Climate Change, we are living in a "code red for humanity" moment: without *transformative* policy changes, our future will be one of continually worsening climate crises. Meanwhile, calls for climate justice—for solutions that is both equitable and ecologically sustainable—are growing around the world.

This is, of course, a massive global governance challenge. Therefore, this seminar invites you to engage with key themes in this field: anti-colonial climate governance, "death and damage" as experienced by Least Developed Countries, "supply side" climate

governance, global worker-led climate action, transnational grassroots opposition to climate policy obstructionism, opportunities for a rapid just transition, and more. This scope might be too ambitious and yet it is by no means comprehensive. Consider this seminar instead as an opportunity to explore many of the foundational elements of governing the climate crisis that give you a strong basis for thinking and acting in a climate-changed world.

This seminar also provides you with an opportunity to develop your research in this field, as well as your “real world” writing and communication skills, via two research-based policy briefs.

## Assignments & Evaluation

### Overview

Seminar engagement/participation	20%
Weekly reading responses	30%
Policy brief 1	20% (presentation is 5%)
Policy brief 2	30% (presentation is 5%)

Graduate students enrolled in this course should be aware that it is also being offered simultaneously at the 4000 level. The expectations for graduate students differ from undergraduate students as follows:

- Graduate students are expected to take on the added role of serving as a formal facilitator of class discussions for one class—a significant addition to coursework (see below for instructions and expectations for how to lead class discussions).
- Graduate student assignments will be graded according to different criteria than undergraduate students, intended to provide advanced training in writing research papers.
- Graduate student written assignments will typically have a larger page/word count.

### Seminar engagement/participation

Being present during our seminar meetings and participating in our discussions actively and effectively is a core part of the work this term. In fact, most discussions in this course will be student-led. The seminar will only work as a venue to explore the difficult issues raised by contemporary literature on the governance of global environment and climate crisis if there is sustained dialogue among us all.

Note that as part of your engagement/participation work, you will facilitate seminar discussions of the course material. We will decide on these leadership roles early in the term. Below are some guidelines to help you do this well.

*Preparing to facilitate.* You need to be familiar with the readings, but not much more than on any other week. In addition to completing your regular reading response, you will probably want to take more detailed notes on the readings, mostly to have ideas on hand to help the discussion along if it starts to lag. But remember that the point of the discussion is to build a better understanding of the material *as a group*. Your role is not to lecture but to start, guide, and sustain the conversation.

*A word about tone.* The tone of the facilitator sets the tone for the discussion, so stay positive. Focus first on what is valuable about the reading (hold criticisms until we’ve

understood). Also don't apologize for your preparation or level of understanding—focus on the task of working together to generate a better comprehension of the material.

*Guiding the discussion.* Facilitate a discussion about the readings that allows the group to clarify the main point of each, draw connections between them, and engage critically with individual pieces or the set as a whole. Welcome students to pose their best questions from their reading responses.

#### *Additional guidelines*

- As you facilitate the discussion, try to foster the key characteristics of excellent discussion participation, noted below. For example, encourage those who haven't spoken to join in. You might try asking students to respond to each other (for example, to comment on a point just made), or asking students for more information (to elaborate on something just said). Or you might ask for differing positions or viewpoints.
- You can contribute your own ideas but only sparingly—and primarily with the aim of keeping the discussion going.
- Keep the discussion on time and focused on the readings. Direct students back to the texts if they get off track, for example by seeking out passages of relevance to the discussion.
- Silence is good! Sometimes we need a pause in the conversation to process information or to provide an opening for a new person to speak.

*Excellent engagement and participation in discussions is marked by:*

- striking a balance between saying nothing and dominating the discussion—practice “stepping up and stepping back” toward equal participation
- responding constructively and meaningfully to other students and course material
- staying on topic and staying focused on the readings; engaging with the readings in a meaningful way that demonstrates your preparation
- sharing your knowledge, experiences, ideas, questions, and examples
- expressing yourself clearly and succinctly
- integrating main ideas in the discussion to draw out broad insights
- making connections with / responding to / building from others' comments; paraphrasing others' thoughts to assess if you have understood their meaning
- responding to questions asked or new topics introduced; initiating a new turn in the discussion
- listening actively
- encouraging other people to speak; supporting other voices
- being open-minded; respecting and taking an interest in opposing viewpoints; disagreeing respectfully

#### **Weekly reading responses**

Every XX by 10am, you are required to submit a response to the week's assigned readings to me via the appropriate dropbox on BrightSpace. You also need to bring a hard copy of your responses to class on Tuesday evenings for your use as well as for sharing with seminar participants.



The responses must include the following information and be no more than one page in length, single-spaced:

1. describe the 3 primary arguments or points of each reading (in paragraph form: I expect accessible, professional writing here)
2. include 1 intriguing question from each reading that might be of interest for discussion in our seminar
3. discuss the interconnections between the set of readings—put the readings in conversation with each other (again in paragraph form)
4. engage critically with the readings as a set. Is a particular point or approach problematic? Are there any obvious gaps in the work? What are the strengths of the readings? What major contributions do they make? What are the broader implications at play here?

## **Policy briefs**

This seminar invites you to write two research-based yet publicly accessible policy briefs (2000-2500 words for graduate students and 1,300-1,500 words for undergraduates), plus references and any footnotes. Writing these briefs will allow you to practice translating scholarly research into interventions in “the real world.” This is a valuable skill to develop as you direct your graduate work toward a range of professional positions in government, labour organizations, the private sector, and civil society organizations.

You are free to choose any focus for each brief as long as it relates to some aspect of governing an issue relevant to the climate crisis. You are expected to write two original and *unique* pieces that draw on scholarly and non-scholarly sources (each brief should use mostly different sources).

The policy brief process takes place in 3 stages:

- 1) proposal (to include, for example, tentative precise title, primary research question and how you imagine you will respond to it (the core thesis/arguments), “real world” significance of this research, outline of main points and counterarguments address and evidence used to support them, list of 8-10 references (both scholarly and credible non-scholarly))
- 2) final submission
- 3) seminar presentation

## **Policy Brief Assignment**

**Purpose:** This seminar invites you to write two research-based yet publicly accessible policy briefs. Writing these briefs will allow you to practice translating scholarly research into interventions in “the real world.” This is a valuable skill to develop as you direct your graduate work toward a range of professional positions in government, labour organizations, the private sector, and civil society organizations.

**Topic:** You are free to choose any focus for each brief as long as it relates to some aspect of global governance relevant to the climate crisis. You are expected to write two original and *unique* pieces that draw on scholarly and credible, substantial non-scholarly sources. Each brief should use mostly different sources.

**Audience:** To hone your topic, consider who you want to influence, and how you want them to respond after reading your brief. Take some time to identify your specific intended

audience: who or what (a particular political actor, an international organization, local policymakers, etc.) do you want to communicate with? Who should do what after reading your brief? That should be very clear to you from the outset.

### Content Requirements

- **Engaging, precise title.** It should give a sense of the argument you are making and why it's important.
- **A “hook.”** Indicate why you are writing about this issue right now. Is there new information to share (new data or reports released or new research findings)? Has the dominant debate about your issue overlooked a different perspective that you think needs to be brought to light? Is it a special anniversary of a momentous event, are you looking ahead to an event that's about to happen (a “curtain raiser”), or are you reflecting on something that just happened (event post-mortem)? Or does something else give what you have to say relevance right now?
- **Clear question and precise answer to it—your primary line of argument** (aka your thesis). For a policy brief, this is a credible recommendation. You are calling on someone, or some institution, to do something.
- **Arguments supported by evidence.**
- **A crucial counterargument** respectfully given space and refuted.
- **Active use of sources.** 8-10 references (both scholarly and credible, substantial non-scholarly).

### Writing Requirements

- **Effective introduction.** No more than one paragraph in length that includes: brief context/background of issue and why it's interesting; question (stated or implied); core argument (thesis), plan, any key limits / boundaries (what will not be discussed).
- **Effective conclusion.** A last paragraph that returns to the core arguments in a fresh way, reminds the reader how you got there, and perhaps signals the broader significance of your argument/analysis or a next step.
- **Strong paragraph organization.**
- **Coherency between paragraphs.** (See here for great [advice on transitions](#).) Headings are welcome—but they do not replace clear transitions.
- **Sentence-level writing.** Clear and succinct language—no academic jargon, please!—and error-free writing. Pro tip: read it out loud for flow and to catch sentence-level details.
- **Standardized references.** (Use in-text citations with a reference list. Follow the IISD's format—see below.)

Need samples to get inspired? Yours will be shorter, but explore the Re-energizing Canada Team's “Bottom Line” series via the International Institute for Sustainable Development (IISD) for great samples. Scroll to the bottom of [this webpage](#).

### Format:

- Keep it simple. Use single spacing, 12 point font, and 1cm margins on all sides. No cover page, please.
- **2000-2500 words for graduate students** (1,300-1,500 words for undergraduates), plus references and any footnotes

- Word document or equivalent (so I can easily add comments)
- File name: Your first name, then the issue you wrote about (ie. "Angela, Denmark's oil ban")

Submission instructions: See the seminar schedule for dates. Upload your submission before the start of class in the appropriate dropbox folder on BrightSpace. No paper copy is needed.

## **Policy Brief Presentation Assignment**

Assignment & Purpose. The presentation will have you “translate” your policy briefs into a concise and engaging oral communication—an essential professional skill. The presentations will also give you a chance to receive feedback from your peers on your work (and provide it to them in return).

Audience. You will be speaking to the classroom audience, your future colleagues and the next generation of international climate policy experts.

### **Requirements**

Your presentation must include the following content. You need to include the following elements:

1. Interesting & precise title & hook
2. Clear question, answered by a strong and precise primary argument (credible policy recommendation)
3. Discussion of one or two major arguments, with evidence, supporting your thesis
4. Brief acknowledgement and refutation of an important counterargument

Delivery is also important:

1. Create a clear flow through your ideas with the help of an outline, introduction, conclusion, and clear verbal transitions between slides
2. Include visual elements (pictures, graphs, figures) that draw interest to your work
3. Stay within the time limit
4. Ensure you are speaking clearly and loudly enough to be easily understood
5. Speak at a natural pace (don't speed through) and with interest (avoid a monotone voice)
6. Try to make eye contact with everyone in the room, instead of reading notes.
7. Be professional and ensure the talk is polished: practice it ***at least 3 times*** before delivering your presentation

Finally, peer review is an essential part of this process. You will complete a peer-review of two presentations (more information on this to come).

### **Important Guidelines for Slides**

- Use a font in 18 point size or greater on your slides – anything smaller is hard to read
- Remember to keep text to a minimum – use very short points or key words
- Number your slides

- Indicate the sources of your photos and information (in-text citation format)

### Format & Submissions

- Length: 8 to 10 minutes *\*This is a strict time limit.\**
- Submission: Upload your slides into the appropriate BrightSpace folder before class.
- Peer review. Your feedback on two other papers and presentations will be due 24 hours after the presentations. I'll provide you with more details about that step soon.

### **Detailed Schedule**

Here is an overview of the general ground we are covering, along with the timing of assignments. We may revise this plan as the semester unfolds. We'll discuss what is required for the following week at the end of each class.

<b>Week</b>	<b>Date</b>	<b>Theme</b>	<b>Required Materials</b> <i>[to be read/viewed/listened to <u>before</u> the class; available in BrightSpace unless otherwise indicated]</i>	<b>Assignments</b>
1		<b>World in Climate Crisis: Introductions</b>	None	None
2		<b>Anti-/Decolonial Climate Governance</b>	1) Liboiron (2021) "Introduction," <i>Pollution is Colonialism</i> 2) Whyte (2018) "Indigenous science (fiction) for the Anthropocene: Ancestral dystopias and fantasies of climate change crises," <i>Environment and Planning E</i> 3) Bhambra and Newell (2022) "More than a metaphor: 'climate colonialism' in Perspective," <i>Global Social Challenges Journal</i> 4) Gustafsson and Schilling-Vacaflor (2022) "Indigenous Peoples and Multiscalar Environmental Governance: The Opening and Closure of Participatory Spaces," <i>Global Environmental Politics</i>	Weekly reading response
3		<b>International Governance : History &amp; Prevailing Issues</b>	1) Green (2021) "Climate Change Governance Past, Present, and (Hopefully) Future," <i>Global Governance in a World of Change</i> 2) Ivanova (2020) "Fighting Fire with a Thermometer? Environmental	Brief 1 proposal due  Weekly reading response

Week	Date	Theme	Required Materials [to be read/viewed/listened to <i>before</i> the class; available in BrightSpace unless otherwise indicated]	Assignments
			<p>Efforts of the United Nations,” <i>Ethics &amp; International Affairs</i></p> <p>3) Keohane and Victor (2016) “Cooperation and Discord in Global Climate Policy,” <i>Nature Climate Change</i></p> <p>4) Widerberg and Pattberg (2017) “Accountability Challenges in the Transnational Regime Complex for Climate Change,” <i>Review of Policy Research</i></p>	
4		<b>Death &amp; Damage: View from Least Developed Countries</b>	<p>1) Serdeczny et al. (2017) “Climate change impacts in Sub-Saharan Africa: from physical changes to their social repercussions,” <i>Regional Environmental Change</i></p> <p>2) Wewerinke-Singh and Salili (2020) “Between negotiations and litigation: Vanuatu’s perspective on loss and damage from climate change,” <i>Climate Policy</i></p> <p>3) Falzon (2021) “The ideal delegation: How institutional privilege silences “developing” nations in the UN climate negotiations,” <i>Social Problems</i>.</p> <p>4) Saha and Carter (2022) “Phase-out or lock-in fossil fuels? Least developed countries’ burning dilemma,” <i>The Extractive Industries and Society</i></p>	Weekly reading response
5		<b>Supply-Side Climate Governance</b>	<p>1) Carter and McKenzie (2020) “Amplifying “Keep It in the Ground” First-Movers: Toward a Comparative Framework,” <i>Society and Natural Resources</i></p> <p>2) van Asselt and Newell (2022) “Pathways to an International Agreement to Leave Fossil Fuels in the Ground,” <i>Global Environmental Politics</i></p>	Weekly reading response

Week	Date	Theme	Required Materials <i>[to be read/viewed/listened to <u>before</u> the class; available in BrightSpace unless otherwise indicated]</i>	Assignments
			3) Green (2022) "Fossil Free Zones: A Proposal," <i>Climate Policy</i> 4) Harrison and Bang (2022) "Supply-Side Climate Policies in Major Oil-Producing Countries," <i>Global Environmental Politics</i>	
6		Policy briefs	None	Brief 1 due + presentations with peer review
7	Feb. 28	<b>Worker-Led Global Climate Action</b>	<p>Scholarly work <i>(required)</i>:</p> <p>1) Hyman and Baldry (2021) "Introduction: Degraded work in a degraded planet" and "The Role of Workers and Their Unions," <i>Sustainable Work and the Environmental Crisis</i></p> <p>2) Huber (2022) "Introduction: Climate Change as Class War," <i>Climate Change as Class War: Building Socialism on a Warming Planet</i></p> <p>3) Gunn-Wright (2021) "Policies and Principles of a Green New Deal," <i>Winning the Green New Deal</i></p> <p>4) Skinner (2020) "Building a Pro-Worker, Pro-Union Climate Movement," <i>Labor in the Time of Trump</i></p> <p>Policy Reports <i>(optional)</i>:</p> <p>5) International Renewable Energy Agency (2021) chapter 1 and 2, <i>Renewable Energy and Jobs. Annual Review 2021</i>.</p> <p>6) Skinner and Mijin Cha (2019) "Reversing Inequality, Combatting Climate Change"</p> <p>7) Stanford (2021). "Steady Path: How a Transition to a Fossil-free Canada is within reach of workers and their communities"</p>	Weekly reading response

Week	Date	Theme	Required Materials <i>[to be read/viewed/listened to <u>before</u> the class; available in BrightSpace unless otherwise indicated]</i>	Assignments
8		<b>Fighting Back Against the Regime of Obstruction</b>	1) Carroll (2020) "Fossil Capital, Imperialism, and the Global Corporate Elite," <i>BRICS and the New American Imperialism</i> 2) Malm (2021) "Breaking the Spell" and "Fighting Despair," <i>How to Blow Up a Pipeline</i> 3) Goldtooth, Saldamando, and Gracey (2021) "Indigenous Resistance Against Carbon"	Brief 2 proposal due  Weekly reading response
9		<i>Individual consultations week. I will meet with each of you to discuss your second policy brief.</i>		
10		<b>Possibilities for a Rapid, Just Transition</b>	1) Newell and Simms (2020) "How did we do that? Histories and political economies of rapid and just transitions," <i>New Political Economy</i> 2) Lenferna (2018) "Can we equitably manage the end of the fossil fuel era?" <i>Energy Research &amp; Social Science</i> 3) Tienhaara and Robinson (2022) "Introduction," <i>Routledge Handbook on the Green New Deal</i> 4) Semieniuk et al. (2022) "Stranded fossil-fuel assets translate to major losses for investors in advanced economies," <i>Nature Climate Change</i>	Weekly reading response
11		<b>New Governance Avenue?: Planetary Health</b>	1) Romanello et al. (2022) "The 2022 report of the Lancet Countdown on health and climate change: health at the mercy of fossil fuels" 2) Howard et al. (2022) "Why we need a fossil fuel non-proliferation treaty," <i>The Lancet</i> 3) TBD	Weekly reading response
12		Policy briefs	None	Brief 2 due + presentations with peer review

## **Policies and Guidelines**

### **General Information on Assignments and Grading**

- Assignments must be submitted into the appropriate BrightSpace dropbox as required
- I will make grades available on the BrightSpace course site throughout the semester
- On using sources honestly:
  - This course requires the careful use and acknowledgement of sources. You are responsible for not plagiarizing.
  - I endeavour to create assignments that are more fulfilling (and maybe even more enjoyable?) to create yourself, instead of plagiarizing the work of other people.
  - I encourage you to save drafts of your work using different file names so that you can provide the earlier drafts on request as evidence that you are the sole author of your submitted assignments.
  - Note that you are expected to write original work this semester. Let me know if you are currently working on similar topics in another class, or if you have done so in the past. I expect you to do all new research and writing in this term but we can arrange for it to build from other work.

### **Grade Appeal Policy**

If you are concerned that an assignment was not graded fairly and would like to appeal it, you must provide a detailed explanation as to why you think it was improperly graded (i.e. what do you think you did that should have been given more weight?). Email this explanation to me along with the original commented assignment and evaluation grid.

Note: Grades may be either raised, stay the same, or lowered as a result of an appeal.

Time limit: No appeals will be considered more than 2 weeks after the assignment was made available for return.

### **Late Policy**

All assignments, formal and informal, must be submitted by the stated due date and time. Late assignments are subject to a penalty of 5% per business day, unless I have approved a special arrangement for the assignment. Of course, exceptions will apply in the case of a religious holiday accommodated by the university or a documented emergency or illness. Please note that student travel plans are not an acceptable reason for granting alternative submission due dates.

All that said, I recognize that we are learning and working in unprecedented times and I imagine you are all facing a unique set of difficulties and constraints. If you are struggling to meet deadlines, please reach out to me—sooner rather than later—so we can work out a plan to help you get back on track. You don't need to provide private details about your life. Simply let me know that the deadline won't work for you and suggest a reasonable alternative date. Making the request doesn't guarantee that your proposed special arrangement will be approved. Also note that it is not likely that I will provide detailed comments on work that is received late.



**Course Feedback**

You will be given two formal opportunities to evaluate this seminar, midway through and at the end of the term. I welcome suggestions that might improve the seminar at any time.

**To be added: details on mental health supports, AI, other University regulations....**



Collection Development Division  
Queen Elizabeth II Library

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January 17, 2024

**TO:** Dr. Amanda Bittner, Head of Department, Political Science

**FROM:** Ryan Lewis, Social Sciences Liaison Librarian

**SUBJECT:** Library Report for Course Proposal: POSC/LWPP 4XXX and 6XXX Governing a World in Climate Crisis

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I have reviewed the course proposal for *POSC/LWPP 4XXX and 6XXX Governing a World in Climate Crisis* and I have determined that Memorial University Library system does have sufficient resources to support the objectives of this course.

Library Holdings Summary: Article Indexes and Journals

This seminar, entitled *Governing a World in Climate Crisis*, invites engagement “with key themes in this field: anti-colonial climate governance, “death and damage” as experienced by Least Developed Countries, “supply side” climate governance, global worker-led climate action, transnational grassroots opposition to climate policy obstructionism, opportunities for a rapid just transition, and more.” Existing Library databases can cover the topics raised in this course. The Library has access to several political science and other interdisciplinary and statistical databases, including 1-17, listed in table A below. The Library has access to news and current affairs-related sources, including the four listed in table A (18-21, below). These databases contain numerous resources, such as peer reviewed and other journal literature, news resources, book chapters, statistics, and conference presentations. Please go to this Library webpage to access these and other Library databases:

<https://www.library.mun.ca/researchtools/databases/>

The Library also has access to journals related to this subject, such as *Climate Policy*, *Global Environmental Politics*, *Society and Natural Resources*, *Regional Environmental Change*, *Case Studies in the Environment*, *Global Social Challenges*, *Global Environmental Politics*, and *Social Problems*, as well as standard political science journals including *Canadian Journal of Political Science*, *American Political Science Review*, *Research and Politics*, *Journal of Politics*, *American Journal of Political Science*, and others. To search for journals by title, please go to this Library webpage: [https://mun.primo.exlibrisgroup.com/discovery/jsearch?vid=01MUN\\_INST:01MUN](https://mun.primo.exlibrisgroup.com/discovery/jsearch?vid=01MUN_INST:01MUN)

In a small number of cases, some of the most recent journal content in the databases or the catalogue may be embargoed by the publisher. Articles needed from these journal issues can be requested easily through the library’s recently upgraded document delivery service. Please see the following Library webpage for more about document delivery: <https://www.library.mun.ca/usingthelibraries/documentdelivery/>

**Table A: Important Political Science, Social Sciences and News Databases**

1. Proquest Social Science Premium Collection
2. Proquest Political Science
3. Worldwide Political Science Abstracts

4. PAIS International
5. Greenfile
6. GeoRef
7. EconLit with Full text
8. Business Source Complete
9. Agricultural and Environmental Science Collection
10. CIAO: Columbia International Affairs Online
11. International Bibliography of the Social Sciences (IBSS)
12. Proquest Central
13. FAOLEX Database
14. Federal Science Library
15. Conference Board of Canada
16. Canadian Parliamentary Publications Online
17. Statista
18. Factiva
19. Nexis Uni
20. ABI/Inform Collection and ABI/Inform Global
21. Canadian Business and Current Affairs

#### Required and Recommended Readings in the proposed syllabus

There are twenty-seven required readings listed in the proposed course syllabus, and three optional readings. All of the required resources are available through the library in physical or digital formats, or through open access sources. Any of these sources can be linked to in the Library's Course Reserves module (see below), or in the course Brightspace shell.

#### Course Reserves and E-reserves

The Library can provide support for making course readings available to students, through the Library course reserves module. Once in the module, readings can also be displayed through the course shell in Brightspace. Faculty can send their reading lists to the Library, and Library staff will process the readings. If necessary, copyright permission will be acquired. Please see here for more on submitting syllabi, fair dealing, linking the module to Brightspace, etc.: <https://www.library.mun.ca/usingthelibraries/borrowreturn/reserves/>

#### Library Holdings Summary: Book collection

In addition to the above recommended and required readings, the book collection contains numerous resources that are related to the themes of this course. Some of the relevant general subject headings for books are listed in Table B, along with the corresponding number of book titles.

**Table B: Subject Headings**

Heading	Total publications
Clean energy	1991 items
Clean energy investment	97 items
Energy Policy, Economics and Management	2483 items
Energy justice	17 items
Environmentalism -- Political aspects	89 items
Environmental justice	818 items

Global warming	5562 items
Green New Deal	27 items
Renewable energy sources	6424 items

#### Summary

The library collection can support *POSC/LWPP 4XXX and 6XXX Governing a World in Climate Crisis* as the collection contains numerous resources that cover topics associated with the themes of this course. The resources listed here are only a small portion of the library holdings available through the QEII Library, and the broader Memorial Library system. Resources not available can be requested through the document delivery services in the Library, or may be considered on a case-by-case basis for purchase. Please contact the Library if you have any questions about collections, databases, or access, or would like Library instruction for your students. This course will be well supported by existing and future resources in the library, within existing budget allocations.

**Title of Proposal:** New Course: POSC 6220, Governing a World in Climate Crisis

**Checklist for Faculty of Humanities and Social Sciences Course/Program Proposals**

This checklist helps faculty to avoid errors and omissions in calendar change proposals. The completed checklist will be reviewed by a secretary in the Office of the Dean of HSS before the Associate Dean (Curriculum and Programs) assesses the draft proposal in preparation for submission to the Curriculum and Programs Committee. Proposals reviewed after October 31 may not be eligible for the next academic year's University Calendar.

**Faculty member: check boxes as applicable**

	YES	N/A
1. Has the completed proposal been approved by your academic unit's undergraduate committee and/or by the unit as a whole, including the Head?	x	
2. Will the change impact the calendar entry of another unit/department, <b>including Grenfell Campus and interdisciplinary HSS programs</b> ? If so, this is identified in the "secondary change" section, and written consent should be appended.		x
3. Has a Word version of the proposal been submitted, not a pdf? (so that the Dean's Office can make edits as appropriate, if applicable. Authors will be consulted about any edits)	x	
4. Does the proposal use all required headings, 12 point font, and include page numbers?	x	
5. Does the title on the front page of the proposal identify the name of the course/program?	x	
6. Is an executive summary, rationale or similar topline information included? (during formal consultations coordinated by the Office of the Dean of HSS this summary will be circulated electronically so that recipients can quickly grasp key aspects before reviewing the proposal itself).	x	
7. Does the "Resource Implications" section include the Dean's Office checklist template for this section? (not applicable to a course that will use an existing special topic number)	x	
8. Has a library report been requested or appended? (not required for special topics courses)	x	
9. Is the course title/description free from technical jargon and extraneous content? (e.g., instead of "2620 English: This course will..." just begin "2620 English will...").	x	
10. Are proposed deletions to existing Calendar language identified using strikethroughs, <del>like this</del> , and proposed Calendar additions identified by underlining, <u>like this</u> ?	x	
11. Does the proposal avail of the opportunity to use the "Secondary Changes" section to delete inactive courses that have not been offered in many years?		x
12. Has a weekly breakdown of assigned reading and activities been provided?	x	
13. Has the Faculty member teaching the course been identified?	x	
14. Have marks for all parts of the evaluation, and the approximate dates of evaluation, been identified? At least 20% of the final grade must be returned before the last day to drop courses without academic prejudice (roughly 2 weeks after the midterm break).	x	
15. If a special topics course: has a course number been identified on the cover page of the proposal? (a number should be assigned by the Assistant Registrar for HSS)		x
16. Does the "Summary Page for Senate" repeat changes to Calendar language, using the <del>strikethroughs</del> and <u>underlines</u> technique (not applicable if an existing special topic number).	x	

*updated: Sept- 2023*

The person that the Office of the Dean should contact with any questions about the attached proposal:

Dr. Sean Gray  
Name (print legibly)

swdgray@mun.ca  
Phone / email

Departmental Head Signature: 

## Frew, Rose Mary

---

**From:** Pittman, Echo  
**Sent:** March-05-24 9:56 AM  
**To:** Frew, Rose Mary  
**Subject:** RE: Consultation on Calendar Change Proposal: LWPP-POSC 4220 & POSC 6220

Hi Rose,

Thank you for sharing the proposed calendar change with me. Posc 6901 is a special topics course.

This proposed calendar change should be to regularize a special topics course 6901 and then to renumber the course to 6220. It seemed to me that the unit would like to use 6220 instead of 6901

In the course listing section, we will need to see the course number 6901 being excluded from the special topics block. Please let me know if you need any further information.

Echo

**Echo Pittman, PhD (she/her)**

Associate Registrar (Academic Advising & Outreach)

Academic Advising Centre (Science Building: 4053)

Tel: (709) 864-3528

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\*\*\*It is the student's responsibility to ensure that they are registered for the appropriate courses. The University Calendar is the final authority on university regulations. Please check the information above with those regulations.\*\*\*

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---

**From:** Frew, Rose Mary <rmfrew@mun.ca>

**Sent:** Monday, March 4, 2024 5:35 PM

**To:** ARTS-HEADS@CLIFFY.UCS.MUN.CA; Arts & Social Science (Grenfell) (kjacobse@grenfell.mun.ca) <kjacobse@grenfell.mun.ca>; Oldford, Erin <eoldford@mun.ca>; Dean of Medicine : McKeen, Dr. Dolores <deanofmedicine@mun.ca>; Engineering and Applied Science (engrconsult@mun.ca) <engrconsult@mun.ca>; englishhead <englishhead@mun.ca>; Faculty of Education, Academic Programs Office <muneduc@mun.ca>; Fine Arts (Grenfell) (pride@grenfell.mun.ca) <pride@grenfell.mun.ca>; HKR Dean <hkrdean@mun.ca>; Ashlee Cunsolo <ashlee.cunsolo@mun.ca>; Library Correspondence <univlib@mun.ca>; Marine Institute (miugconsultations@mi.mun.ca) <miugconsultations@mi.mun.ca>; Mosdell, Wendy <wmosdell@mun.ca>; musicdean <musicdean@mun.ca>; Karen Bulmer <kbulmer@mun.ca>; DeanNurse <DeanNurse@mun.ca>; Pharmacy <pharminfo@mun.ca>; Faculty of Humanities and Social Sciences Registrar <arts\_registrar@mun.ca>; Shute, Renee S. <rshute@mun.ca>; Frew, Rose Mary <rmfrew@mun.ca>; Science & the Environment (Grenfell) (ssedean@grenfell.mun.ca) <ssedean@grenfell.mun.ca>; Dean of Science <deansci@mun.ca>; adeanugradswk <adeanugradswk@mun.ca>; Christopher Lockett (clockett@mun.ca) <clockett@mun.ca>; Cote, Rochelle Rnee

## Penney, Sarah

---

**From:** Oldford, Erin  
**Sent:** Tuesday, March 5, 2024 5:10 PM  
**To:** Frew, Rose Mary  
**Cc:** Faculty of Humanities and Social Sciences  
**Subject:** RE: Consultation on Calendar Change Proposal: LWPP-POSC 4220 & POSC 6220

Hello,

Thank you for the opportunity to review. We have no issues with the proposal. We think this will be an excellent course and a great addition to your offerings.

Erin



ERIN OLDFORD, PhD (she/her)  
Associate Dean of Undergraduate Programs and Accreditation,  
Associate Professor of Finance, and  
Faculty Advisor to The Fund  
Faculty of Business Administration  
Memorial University of Newfoundland  
St. John's, Newfoundland & Labrador  
[www.business.mun.ca](http://www.business.mun.ca)



**From:** Frew, Rose Mary <rmfrew@mun.ca>  
**Sent:** Monday, March 4, 2024 5:35 PM  
**To:** ARTS-HEADS@CLIFFY.UCS.MUN.CA; Arts & Social Science (Grenfell) (kjacobse@grenfell.mun.ca) <kjacobse@grenfell.mun.ca>; Oldford, Erin <eoldford@mun.ca>; Dean of Medicine : McKeen, Dr. Dolores <deanofmedicine@mun.ca>; Engineering and Applied Science (engrconsult@mun.ca) <engrconsult@mun.ca>; englishhead <englishhead@mun.ca>; Faculty of Education, Academic Programs Office <muneduc@mun.ca>; Fine Arts (Grenfell) (pride@grenfell.mun.ca) <pride@grenfell.mun.ca>; HKR Dean <hkrdean@mun.ca>; Ashlee Cunsolo <ashlee.cunsolo@mun.ca>; Library Correspondence <univlib@mun.ca>; Marine Institute (miugconsultations@mi.mun.ca) <miugconsultations@mi.mun.ca>; Mosdell, Wendy <wmosdell@mun.ca>; musicdean <musicdean@mun.ca>; Karen Bulmer <kbulmer@mun.ca>; DeanNurse <DeanNurse@mun.ca>; Pharmacy <pharminfo@mun.ca>; Faculty of Humanities and Social Sciences Registrar <arts\_registrar@mun.ca>; Shute, Renee S. <rshute@mun.ca>; Frew, Rose Mary <rmfrew@mun.ca>; Science & the Environment (Grenfell) (ssedean@grenfell.mun.ca) <ssedean@grenfell.mun.ca>; Dean of Science <deansci@mun.ca>; adeanugradswk <adeanugradswk@mun.ca>; Christopher Lockett (clockett@mun.ca) <clockett@mun.ca>; Cote, Rochelle Rnee <rrcote@mun.ca>; Dwayne Avery <davery@mun.ca>; Gambin, Lynn <lynn.gambin@mun.ca>; Geck, John <jgeck@mun.ca>; Gould, Jillian <jgould@mun.ca>; Gray, Sean <swdgray@mun.ca>; Hallett, Vicki Sara <s29vsh@mun.ca>; Jamie Skidmore (skidmore@mun.ca) <skidmore@mun.ca>; Keeling, Arn <akeeling@mun.ca>; Kudla, Daniel <dkudla@mun.ca>; Mackenzie, Sara J <sjmackenzie@mun.ca>; Mario Blaser <mblaser@mun.ca>; Mayr, Maria <mmayr@mun.ca>; McGrath, Sean Joseph <smcgrath@mun.ca>; Michelle Rebidoux (mrebidoux@mun.ca) <mrebidoux@mun.ca>; Nikolic, Milorad <mnikolic@mun.ca>; Osorio, Myriam <mosorio@mun.ca>; Peretti, Daniel <dperetti@mun.ca>; Roseman, Sharon <sroseman@mun.ca>; Sebastien Rossignol <srossignol@mun.ca>; Simonson, Kathryn <kathryns@mun.ca>; Thareau, Anne <athareau@mun.ca>; Thorne, Sarah <sethorne@mun.ca>; Trnka, Peter <ptrnka@mun.ca>  
**Cc:** Pittman, Echo <echop@mun.ca>; Ashworth, Lucian <lashworth@mun.ca>; D'Arcangelis, Carol-Lynne

## Frew, Rose Mary

---

**From:** Faculty of Education, Academic Programs Office  
**Sent:** March-06-24 3:46 PM  
**To:** Frew, Rose Mary  
**Subject:** FW: Consultation on Calendar Change Proposal: LWPP-POSC 4220 & POSC 6220

Hello Mary,

There is no expected impact on the Faculty of Education.

Kind regards,

Tammy

TAMARA LYNCH | Academic Programs Office  
Faculty of Education  
Memorial University of Newfoundland  
St. John's, Newfoundland, Canada A1B 3X8  
G..A. Hickman Building | Room ED2024  
T 709 864 3403

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---

**From:** Martin, Garrett Gregory <g.martin@mun.ca>  
**Sent:** Wednesday, March 6, 2024 3:43 PM  
**To:** Faculty of Education, Academic Programs Office <muneduc@mun.ca>  
**Subject:** Re: Consultation on Calendar Change Proposal: LWPP-POSC 4220 & POSC 6220

Hi Tammy,

We can let them know that there is no expected impact on the Faculty of Education!

GARRETT MARTIN, B.Sc.  
MANAGER OF ACADEMIC PROGRAMS

Office of Academic Programs  
Faculty of Education



G.A. Hickman Building, ED 2020  
Memorial University  
St. John's NL A1B 3X8  
Canada  
T 709 864 7554  
F 709 864 2001

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For information on Memorial University and COVID-19, visit <https://www.mun.ca/covid19/>

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**From:** Faculty of Education, Academic Programs Office  
**Sent:** Tuesday, March 5, 2024 8:52 AM  
**To:** Martin, Garrett Gregory  
**Cc:** Faculty of Education, Academic Programs Office  
**Subject:** FW: Consultation on Calendar Change Proposal: LWPP-POSC 4220 & POSC 6220

Hi Garrett,

Please see below.

Tammy

---

**From:** Frew, Rose Mary <[rmfrew@mun.ca](mailto:rmfrew@mun.ca)>  
**Sent:** Monday, March 4, 2024 5:35 PM  
**To:** [ARTS-HEADS@CLIFFY.UCS.MUN.CA](mailto:ARTS-HEADS@CLIFFY.UCS.MUN.CA); Arts & Social Science (Grenfell) ([kjacobse@grenfell.mun.ca](mailto:kjacobse@grenfell.mun.ca)) <[kjacobse@grenfell.mun.ca](mailto:kjacobse@grenfell.mun.ca)>; Oldford, Erin <[eoldford@mun.ca](mailto:eoldford@mun.ca)>; Dean of Medicine : McKeen, Dr. Dolores <[deanofmedicine@mun.ca](mailto:deanofmedicine@mun.ca)>; Engineering and Applied Science ([engrconsult@mun.ca](mailto:engrconsult@mun.ca)) <[engrconsult@mun.ca](mailto:engrconsult@mun.ca)>; englishhead <[englishhead@mun.ca](mailto:englishhead@mun.ca)>; Faculty of Education, Academic Programs Office <[muneduc@mun.ca](mailto:muneduc@mun.ca)>; Fine Arts (Grenfell) ([pride@grenfell.mun.ca](mailto:pride@grenfell.mun.ca)) <[pride@grenfell.mun.ca](mailto:pride@grenfell.mun.ca)>; HKR Dean <[hkrdean@mun.ca](mailto:hkrdean@mun.ca)>; Ashlee Cunsolo <[ashlee.cunsolo@mun.ca](mailto:ashlee.cunsolo@mun.ca)>; Library Correspondence <[univlib@mun.ca](mailto:univlib@mun.ca)>; Marine Institute ([miugconsultations@mi.mun.ca](mailto:miugconsultations@mi.mun.ca)) <[miugconsultations@mi.mun.ca](mailto:miugconsultations@mi.mun.ca)>; Mosdell, Wendy <[wmosdell@mun.ca](mailto:wmosdell@mun.ca)>; musicdean <[musicdean@mun.ca](mailto:musicdean@mun.ca)>; Karen Bulmer <[kbulmer@mun.ca](mailto:kbulmer@mun.ca)>; DeanNurse <[DeanNurse@mun.ca](mailto:DeanNurse@mun.ca)>; Pharmacy <[pharminfo@mun.ca](mailto:pharminfo@mun.ca)>; Faculty of Humanities and Social Sciences Registrar <[arts\\_registrar@mun.ca](mailto:arts_registrar@mun.ca)>; Shute, Renee S. <[rshute@mun.ca](mailto:rshute@mun.ca)>; Frew, Rose Mary <[rmfrew@mun.ca](mailto:rmfrew@mun.ca)>; Science & the Environment (Grenfell) ([ssedean@grenfell.mun.ca](mailto:ssedean@grenfell.mun.ca)) <[ssedean@grenfell.mun.ca](mailto:ssedean@grenfell.mun.ca)>; Dean of Science <[deansci@mun.ca](mailto:deansci@mun.ca)>; adeanugradswk <[adeanugradswk@mun.ca](mailto:adeanugradswk@mun.ca)>; Christopher Lockett ([clockett@mun.ca](mailto:clockett@mun.ca)) <[clockett@mun.ca](mailto:clockett@mun.ca)>; Cote, Rochelle Rnee <[rrcote@mun.ca](mailto:rrcote@mun.ca)>; Dwayne Avery <[davery@mun.ca](mailto:davery@mun.ca)>; Gambin, Lynn <[lynn.gambin@mun.ca](mailto:lynn.gambin@mun.ca)>; Geck, John <[jgeck@mun.ca](mailto:jgeck@mun.ca)>; Gould, Jillian <[jgould@mun.ca](mailto:jgould@mun.ca)>; Gray, Sean <[swdgray@mun.ca](mailto:swdgray@mun.ca)>; Hallett, Vicki Sara <[s29vsh@mun.ca](mailto:s29vsh@mun.ca)>; Jamie Skidmore ([skidmore@mun.ca](mailto:skidmore@mun.ca)) <[skidmore@mun.ca](mailto:skidmore@mun.ca)>; Keeling, Arn <[akeeling@mun.ca](mailto:akeeling@mun.ca)>; Kudla, Daniel <[dkudla@mun.ca](mailto:dkudla@mun.ca)>; Mackenzie, Sara J <[sjmackenzie@mun.ca](mailto:sjmackenzie@mun.ca)>; Mario Blaser <[mblaser@mun.ca](mailto:mblaser@mun.ca)>; Mayr, Maria

## Faculty of Humanities and Social Sciences

---

**From:** Engineering Consult <engrconsult@mun.ca>  
**Sent:** April-02-24 9:29 AM  
**To:** Frew, Rose Mary; Faculty of Humanities and Social Sciences  
**Cc:** Ahmed, Salim; Edmunds, Jayde  
**Subject:** Re: Consultation on Calendar Change Proposal: POSC Revise Regulations for Hons-Maj-Min

Thank you for the opportunity to comment on four Calendar change proposals for the Department of Political Science:

- . LWPP-POSC 4220 & POSC 6220;
- . POSC-LWPP 4625 New Course;
- . LWPP-POSC 4635 & POSC 6635;
- . Revised Regulations for Honours, Major and Minor.

Unfortunately, this request was not on the agenda of the March meeting of the Committee on Undergraduate Studies for the Faculty of Engineering and Applied Science. The next meeting is not until May 15.

As chair of the committee, I find that these proposals will have no impact on our programs.

---

Dr. Glyn George, Chair  
Committee on Undergraduate Studies  
Faculty of Engineering and Applied Science Memorial University of Newfoundland  
St. John's NL A1B 3X5  
-----

On 2024-03-13 14:04, Frew, Rose Mary wrote:

- > Below is being forwarded on behalf of Dr. Patricia Dold, Associate
- > Dean (Curriculum and Programs), Faculty of Humanities and Social
- > Sciences
- >
- > -----
- >
- > Hello,
- >
- > I am writing to extend an opportunity for you to provide formal
- > feedback on the attached calendar change proposal. An executive
- > summary appears below for your convenience.
- >
- > Please share this information with members of your unit's
- > undergraduate/graduate committee and/or all members of your academic
- > unit, as you deem appropriate.
- >
- > Formal comments on the attached proposal, if any, should be sent to
- > hss@mun.ca as soon as possible. Written feedback received within 14
- > days of the date of this request will be appended to the proposal's
- > submission to the Faculty's Curriculum and Programs Committee (CPC),
- > St. John's campus. A visual map of the stages that a proposal travels
- > through is available at stages\_proposals.pdf (mun.ca) [1].
- >

## Frew, Rose Mary

---

**From:** medvicedean  
**Sent:** March-05-24 10:46 AM  
**To:** Frew, Rose Mary  
**Cc:** Dean of Medicine : McKeen, Dr. Dolores  
**Subject:** Re: Consultation on Calendar Change Proposal: LWPP-POSC 4220 & POSC 6220

Hi,

On behalf of the Faculty of Medicine, there are no concerns with these proposals.

Thanks, Danielle

DANIELLE O'KEEFE MD CCFP FCFP MSc CCPE | VICE DEAN, EDUCATION AND FACULTY AFFAIRS

Faculty of Medicine  
Memorial University of Newfoundland  
Faculty of Medicine Building | Room M2M311  
300 Prince Philip Drive  
St. John's, NL, Canada A1B 3V6  
T 709 864 6289 | F 709 864 6336  
[www.mun.ca/medicine](http://www.mun.ca/medicine)

---

**From:** "Frew, Rose Mary" <rmfrew@mun.ca>  
**Date:** Tuesday, March 5, 2024 at 5:05 AM  
**To:** "ARTS-HEADS@CLIFFY.UCS.MUN.CA" <ARTS-HEADS@CLIFFY.UCS.MUN.CA>, "Arts & Social Science (Grenfell) (kjacobse@grenfell.mun.ca)" <kjacobse@grenfell.mun.ca>, "Oldford, Erin" <eoldford@mun.ca>, "Dean of Medicine : McKeen, Dr. Dolores" <deanofmedicine@mun.ca>, "engrconsult@mun.ca" <engrconsult@mun.ca>, englishhead <englishhead@mun.ca>, "Faculty of Education, Academic Programs Office" <muneduc@mun.ca>, "Fine Arts (Grenfell) (pride@grenfell.mun.ca)" <pride@grenfell.mun.ca>, HKR Dean <hkrdean@mun.ca>, Ashlee Cunsolo <ashlee.cunsolo@mun.ca>, Library Correspondence <univlib@mun.ca>, "Marine Institute (miugconsultations@mi.mun.ca)" <miugconsultations@mi.mun.ca>, "Mosdell, Wendy" <wmosdell@mun.ca>, musicdean <musicdean@mun.ca>, Karen Bulmer <kbulmer@mun.ca>, DeanNurse <DeanNurse@mun.ca>, Pharmacy <pharminfo@mun.ca>, Faculty of Humanities and Social Sciences Registrar <arts\_registrar@mun.ca>, "Shute, Renee S." <rshute@mun.ca>, "Frew, Rose Mary" <rmfrew@mun.ca>, "Science & the Environment (Grenfell) (ssedean@grenfell.mun.ca)" <ssedean@grenfell.mun.ca>, Dean of Science <deansci@mun.ca>, adeanugradswk <adeanugradswk@mun.ca>, "Christopher Lockett (clockett@mun.ca)" <clockett@mun.ca>, "Cote, Rochelle Rnee" <rrcote@mun.ca>, Dwayne Avery <davery@mun.ca>, "Gambin, Lynn" <lynn.gambin@mun.ca>, "Geck, John" <jgeck@mun.ca>, "Gould, Jillian" <jgould@mun.ca>, "Gray, Sean" <swdgray@mun.ca>, "Hallett, Vicki Sara" <s29vsh@mun.ca>, "Jamie Skidmore (skidmore@mun.ca)" <skidmore@mun.ca>, "Keeling, Arn" <akeeling@mun.ca>, "Kudla, Daniel" <dkudla@mun.ca>, "Mackenzie, Sara J" <sjmackenzie@mun.ca>, Mario Blaser <mblaser@mun.ca>, "Mayr, Maria" <mmayr@mun.ca>, "McGrath, Sean Joseph" <smcgrath@mun.ca>, "Michelle Rebidoux (mrebidoux@mun.ca)" <mrebidoux@mun.ca>, "Nikolic, Milorad" <mnikolic@mun.ca>, "Osorio, Myriam" <mosorio@mun.ca>, "Peretti, Daniel" <dperetti@mun.ca>, "Roseman, Sharon" <sroseman@mun.ca>, Sebastien Rossignol <srossignol@mun.ca>, "Simonson, Kathryn"

## Frew, Rose Mary

---

**From:** Frew, Rose Mary  
**Sent:** March-04-24 5:35 PM  
**To:** ARTS-HEADS@CLIFFY.UCS.MUN.CA; 'Arts & Social Science (Grenfell) (kjacobse@grenfell.mun.ca)'; 'Business Administration (eoldford@mun.ca)'; Dean of Medicine : McKeen, Dr. Dolores; 'Engineering and Applied Science (engrconsult@mun.ca)'; englishhead; Faculty of Education, Academic Programs Office; 'Fine Arts (Grenfell) (pride@grenfell.mun.ca)'; HKR Dean; 'Labrador Institute-Arctic & Subarctic Studies (ashlee.cunsolo@mun.ca)'; 'Library'; 'Marine Institute (miugconsultations@mi.mun.ca)'; Mosdell, Wendy; 'Music (musicdean@mun.ca)'; 'Music Calendar Consultation'; 'Nursing'; 'Pharmacy'; 'Registrar-Faculty of HSS (arts\_registrar@mun.ca)'; 'Renee Shute'; 'Rosemary Frew'; 'Science & the Environment (Grenfell) (ssedean@grenfell.mun.ca)'; 'Science (deansci@mun.ca)'; 'Social Work (adeanugradswk@mun.ca)'; Christopher Lockett (clockett@mun.ca); Cote, Rochelle Rnee; Dwayne Avery; Gambin, Lynn; Geck, John; Gould, Jillian; Gray, Sean; Hallett, Vicki Sara; Jamie Skidmore (skidmore@mun.ca); Keeling, Arn; Kudla, Daniel; Mackenzie, Sara J; Mario Blaser; Mayr, Maria; McGrath, Sean Joseph; Michelle Rebidoux (mrebidoux@mun.ca); Nikolic, Milorad; Osorio, Myriam; Peretti, Daniel; Roseman, Sharon; Sebastien Rossignol; Simonson, Kathryn; Thareau, Anne; Thorne, Sarah; Trnka, Peter  
**Cc:** Pittman, Echo; Ashworth, Lucian; D'Arcangelis, Carol-Lynne; Joel Finnis (jfinnis@mun.ca); Kodjo Attikpoe (kattikpoe@mun.ca); Moro-Abadia, Oscar; Nahid Masoudi (nmasoudi@mun.ca); Neil Kennedy (nkennedy@mun.ca); O'Neill, Seamus; Roman, Luke; Rose, Yvan; Selby, Jennifer; Van Den Scott, Lisa-Jo K  
**Subject:** Consultation on Calendar Change Proposal: LWPP-POSC 4220 & POSC 6220  
**Attachments:** LWPP-POSC 4220 New Course Feb-24 Consultation.pdf; POSC 6220 New Course Feb-24 Consultation.pdf

Below is being forwarded on behalf of Dr. Patricia Dold, Associate Dean (Curriculum and Programs), Faculty of Humanities and Social Sciences:

Echo & Grad officers: You are being copied here as well, since there is a Grad Course included here that is piggybacking on a 4000-level course.

-----  
Hello,  
I am writing to extend an opportunity for you to provide formal feedback on the attached calendar change proposals. An executive summary appears below for your convenience.

Please share this information with members of your unit's undergraduate/graduate committee and/or all members of your academic unit, as you deem appropriate.

Formal comments on the attached proposal, if any, should be sent to [hss@mun.ca](mailto:hss@mun.ca) as soon as possible. Written feedback received within 14 days of the date of this request will be appended to the proposal's submission to the Faculty's Curriculum and Programs Committee (CPC), St. John's campus. A visual map of the stages that a proposal travels through is available at [stages\\_proposals.pdf \(mun.ca\)](#).

If you need more time, please advise Rose Frew ([rmfrew@mun.ca](mailto:rmfrew@mun.ca)) straight away.

Patricia (Pat) Dold  
Associate Dean (Curriculum and Programs)

**Summary:**

LWPP-POSC 4220: Governing a World in Climate Crisis: regularization of a special topics course (POSC/LWPP 4901) first offered in Spring 2024. The course will be cross listed so that it can be completed by Political Science Honours, Majors and Minors, and Law and Public Policy Majors and Minors. We are also adding the course to the Diploma in Public Policy and Environmental Humanities. This increases the variety of offerings for students and allows greater flexibility in teaching plans for the dept.

POSC 6220: New Grad Student Course piggybacking on the 4000-level above, though the requirements for graduate students are different.



### **SCHOOL OF GRADUATE STUDIES**

Office of the Associate Vice-President (Academic) and  
Dean, School of Graduate Studies  
St. John's, NL Canada A1C 5S7  
Tel: 709-864-2445 Fax: 709-864-4702  
[sgs@mun.ca](mailto:sgs@mun.ca)  
[www.mun.ca/sgs](http://www.mun.ca/sgs)

### **Coversheet**

The Faculty of Humanities and Social Sciences is requesting approval of a new course POSC 6635 (Equitable Energy Transitions), and the associated revisions to Section 12.19 of the Calendar.

# Faculty of Humanities and Social Sciences Graduate Studies Calendar Change Proposal

Department: Political Science

Graduate Course(s)/Regulations/Program:  
-New Course: POSC 6635, Equitable Energy Transitions

## ADMINISTRATIVE AUTHORIZATION

By signing below, you are confirming that the attached Calendar changes have obtained all necessary Faculty/School approvals, and that the costs, if any, associated with these changes can be met from within the existing budget allocation or authorized new funding for the appropriate academic unit.

Signature of Dean/Vice-President:



---

Date:

March 4, 2024

---

Date of approval by Faculty/Academic Council: \_\_\_\_\_

# Faculty of Humanities and Social Sciences

## Graduate Calendar Change Proposal Form

### **COURSE NUMBER AND TITLE**

POSC 6635 – Equitable Energy Transitions

### **ABBREVIATED COURSE TITLE**

Equitable Energy Trans

### **RATIONALE**

Dr. Angela Carter joined the Department of Political Science as Associate Professor and Canada Research Chair in Northern Governance and Public Policy nominee in Fall 2023. The Department of Political Science is eager for Dr. Carter to design courses that align with her areas of expertise on the global climate crisis and green energy transitions. A version of this course is also being offered at the 4000 level, though the requirements for graduate students are different.

### **ANTICIPATED EFFECTIVE DATE**

Fall 2024

### **CALENDAR CHANGES**

#### **School of Graduate Studies**

#### **12 Regulations Governing the Degree of Master of Arts and Graduate Diplomas in Humanities and Social Sciences**

#### **12.19 Political Science**

#### **12.19.2 Courses**

- POSC 6000 Political Science Approaches
- POSC 6010 Empirical Methods in Political Science
- POSC 602A/B Research Design and Professional Development
- POSC 6030 Co-operative Internship (6 credit hours)
- POSC 6100 Political Philosophy (credit restricted with POSC 4100)
- POSC 6190-99 Special Topics in Political Theory
- POSC 6230 Theories of International Relations (credit restricted with POSC 4230, the former POSC 6200)
- POSC 6240 The Ends of the World: Global Politics of Existential Threats (credit restricted with POSC 4240, the former POSC 6290)
- POSC 6245 Political Economy (credit restricted with POSC 4245, the former POSC 6350)
- POSC 6255 Controversies in Political Economy (credit restricted with POSC 4255)
- POSC 6291-6299 Special Topics in Global Politics
- POSC 6300 Comparative Politics (credit restricted with POSC 4300)



- POSC 6315 Democracy and the Phantom Public (credit restricted with POSC 4315)
- POSC 6325 Asian Politics (credit restricted with POSC 4325)
- POSC 6330 Comparative Political Representation (credit restricted with POSC 4330)
- POSC 6340 Gender and Political Behaviour (credit restricted with POSC 4340)
- POSC 6360 Contentious Politics (credit restricted with POSC 4360, the former POSC 6400)
- POSC 6370 Democracy and Democratization (credit restricted with POSC 4370)
- POSC 6385 Religion and Politics (credit restricted with POSC 4385, RELS 4385, the former POSC 6320)
- POSC 6390-6399 Special Topics in Comparative Politics
- POSC 6630 Policy Design and Delivery (credit restricted with POSC 4630)
- POSC 6635 Equitable Energy Transitions (credit restricted with POSC 4635 and Law and Public Policy 4635)
- POSC 6640 Democratic Innovations in Public Policy (credit restricted with POSC 4640)
- POSC 6670 Public Policy Process (credit restricted with POSC 4670, the former POSC 6790)
- POSC 6691-6699 Special Topics in Public Policy
- POSC 6800 Canadian Politics (credit restricted with the former POSC 6700)
- POSC 6840 Political Parties in Canada (credit restricted with POSC 4840)
- POSC 6860 Elections in Canada (credit restricted with POSC 4860)
- POSC 6890 Municipal Government and Politics in Canada (credit restricted with POSC 4890, the former POSC 6720)
- POSC 6891-6899 Special Topics in Canadian Politics
- POSC 6900-6910 Special Topics
- POSC 6635 Equitable Energy Transitions (credit restricted with POSC 4635)

## **CALENDAR ENTRY AFTER CHANGES**

### **School of Graduate Studies**

## **12 Regulations Governing the Degree of Master of Arts and Graduate Diplomas in Humanities and Social Sciences**

### **12.19 Political Science**

#### **12.19.2 Courses**

- POSC 6000 Political Science Approaches
- POSC 6010 Empirical Methods in Political Science
- POSC 602A/B Research Design and Professional Development
- POSC 6030 Co-operative Internship (6 credit hours)
- POSC 6100 Political Philosophy (credit restricted with POSC 4100)
- POSC 6190-99 Special Topics in Political Theory
- POSC 6230 Theories of International Relations (credit restricted with POSC 4230, the former POSC 6200)

- POSC 6240 The Ends of the World: Global Politics of Existential Threats (credit restricted with POSC 4240, the former POSC 6290)
- POSC 6245 Political Economy (credit restricted with POSC 4245, the former POSC 6350)
- POSC 6255 Controversies in Political Economy (credit restricted with POSC 4255)
- POSC 6291-6299 Special Topics in Global Politics
- POSC 6300 Comparative Politics (credit restricted with POSC 4300)
- POSC 6315 Democracy and the Phantom Public (credit restricted with POSC 4315)
- POSC 6325 Asian Politics (credit restricted with POSC 4325)
- POSC 6330 Comparative Political Representation (credit restricted with POSC 4330)
- POSC 6340 Gender and Political Behaviour (credit restricted with POSC 4340)
- POSC 6360 Contentious Politics (credit restricted with POSC 4360, the former POSC 6400)
- POSC 6370 Democracy and Democratization (credit restricted with POSC 4370)
- POSC 6385 Religion and Politics (credit restricted with POSC 4385, RELS 4385, the former POSC 6320)
- POSC 6390-6399 Special Topics in Comparative Politics
- POSC 6630 Policy Design and Delivery (credit restricted with POSC 4630)
- POSC 6635 Equitable Energy Transitions (credit restricted with POSC 4635 and Law and Public Policy 4635)
- POSC 6640 Democratic Innovations in Public Policy (credit restricted with POSC 4640)
- POSC 6670 Public Policy Process (credit restricted with POSC 4670, the former POSC 6790)
- POSC 6691-6699 Special Topics in Public Policy
- POSC 6800 Canadian Politics (credit restricted with the former POSC 6700)
- POSC 6840 Political Parties in Canada (credit restricted with POSC 4840)
- POSC 6860 Elections in Canada (credit restricted with POSC 4860)
- POSC 6890 Municipal Government and Politics in Canada (credit restricted with POSC 4890, the former POSC 6720)
- POSC 6891-6899 Special Topics in Canadian Politics
- POSC 6900-6910 Special Topics
- POSC 6635 Equitable Energy Transitions (credit restricted with POSC 4635)

## **SECONDARY CALENDAR CHANGES**

NA

# Memorial University of Newfoundland

## Calendar Change Proposal Form

### Appendix Page

#### CONSULTATIONS SOUGHT

The Department of Political Science has approved this proposal. The Dean's office sends the proposal out for formal consultation as per the list below.

CONSULTATIONS SOUGHT	RESPONSE	DATE
Business	No	
Education	Yes	Mar 6-24
Engineering	Yes	Apr 2-24
Grenfell Campus	No	
Human Kinetics and Recreation	No	
Humanities and Social Sciences	No	
Labrador Institute	No	
Library	No	
Marine Institute	No	
Medicine	Yes	Mar 5-24
Music	No	
Nursing	No	
Pharmacy	Yes	Mar 5-24
Registrar's Office	No	
Science	No	
Social Work	No	
School of Graduate Studies	Yes	Mar 5-24

#### LIBRARY REPORT

The request for a Library Report and the response from the Library is attached.

#### RESOURCE IMPLICATIONS

There are no resource implications for this course.

Check box as applicable (☑)

<i>Courses that are part of load</i>	YES	NO	N/A
Q1. Will the course be taught by a tenured or tenure track Academic Staff Member as part of load? (if yes, complete 1a to 1c; if no, proceed to Q2)	X		
a) Required course: will it be taught every year?		X	
b) Elective course: will it be taught on a regular rotation depending on the academic unit's teaching plan?	X		
c) Elective course: will it hinder the academic unit's ability to offer its core program?		X	

Proceed to Q3.			
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Q2. If the course will be taught as overload by an Academic Staff Member, or by a per-course instructor (PCI) or by any other contractual instructor, please answer each of the following.

- a) Approximately how often will the course be taught?
- b) Why can't the course be offered by a tenured or tenure track Academic Staff Member as part of normal load?

N/A

Q3. If the course is planned as a distance course, does DELTS support it and has DELTS confirmed that it will offer financial and administrative support?

NA

Q4. Will the course require any further resources (e.g. extra administrative supports)? Please explain and justify.

N/A

#### **ADDITIONAL INFORMATION REQUIRED FOR NEW COURSE PROPOSALS**

A sample syllabus is attached.

# POSC 6635

## “Equitable Energy Transitions”

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**Instructor:** Dr. Angela Carter (*a settler researcher; she/her pronouns*)

Office Location: Bruneau Centre, IIC-2005A

Office Hours: To Be Determined

Email: [avcarter@mun.ca](mailto:avcarter@mun.ca)

Phone: 1 (709) 864-7448

### Land acknowledgement

Land or territory acknowledgements are one way to recognize that we are on Indigenous land. They serve to make visible the history and current experiences of Indigenous Peoples. While these acknowledgments can become routine and perhaps hollowed of meaning, they could be one part of the urgent task of reconciliation and anti-colonialism. We'll discuss this during the weeks ahead with specific reference to equitable energy transitions. But for now, we are beginning our course by acknowledging that Memorial University's campuses are situated in the traditional territories of diverse Indigenous groups. The Memorial University community acknowledges with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province. However, equity and reconciliation require more than acknowledging the land: it requires a commitment to active anti-colonization in our communities, as we will discuss this term. I encourage you to find out more about Indigenous lands worldwide, for example by visiting the [Native Land website](#).

### Proposal calendar description

Managing a socially equitable transition away from fossil fuels (oil, gas, and coal) is now essential given the climate crisis and changes in global markets that increasingly favouring renewable energy. Moreover, effective transitions require governments to foreground social equity. This is an urgent challenge particularly for jurisdictions like Canada and Newfoundland and Labrador that depend on revenues from fossil fuel extraction. This course surveys climate and energy data, engages with scholarly and policy literature on advancing equitable transitions, and draws insights from cases of both successful and challenging transitions. At the intersection of global and comparative politics, the course considers a range of levels of analysis from international institutions and multilateral leadership to national action and subnational efforts.

### Detailed description

Preventing worst-case climate crises requires nothing less than a *transformational* change in energy systems, a transition from fossil fuel (oil, gas, and coal) based-energy toward energy efficiency and renewable, low carbon energy sources. At the same time, given the imminent decline in global oil and gas demand now expected prior to 2030, jurisdictions dependent on fossil fuel development face significant socio-economic risks. High-cost producers are going to get squeezed out and left with stranded assets therefore stranded economies.

Managing a transition away from fossil fuel energy systems is now a governance imperative for both climate and socio-economic reasons. However, this must and should involve more than technological fixes. Rather than reproducing the social and environmental injustices of fossil fuel-based energy systems, energy transitions can be governed in a way that averts climate and socio-economic crises while also improving social equity. Indeed, doing so is a requirement for effective transition: given the unequal burdens that can be associated with transition—for example, job losses in communities

dependent on oil production or further infringements on Indigenous sovereignty in rare earth metal mining expansions—transitions will be resisted and slowed unless they foreground social equity.

Societies, particularly those jurisdictions dependent on fossil fuel extraction, will be defined by how governments respond to the unfolding global energy transition, by resisting it or joining it, and by foregrounding equity or permitting "development as usual." Therefore, it is useful for students of political science to be conversant in the climate and energy data motivating energy transition, aware of the importance of foregrounding a range of equity considerations in the shift, and knowledgeable of successful and challenging transition cases.

The course engages with theory, politics, and policy at the intersection of global politics and comparative politics. It considers a range of levels of analysis, from international institutions and multilateral leadership to national action and subnational efforts. It also provides you with an opportunity to develop your research in this field, as well as practical writing and communication skills, including the facilitation of classroom discussions.

## Assignments & Evaluation

<b>Engagement/Participation</b>	<b>20%</b>
<i>Weekly reading responses, discussion participation, and discussion facilitation</i>	
<b>Evidence-based editorial pieces / blog posts &amp; presentation</b>	<b>60%</b>
#1	20%
#2	25%
<i>Presentation of your best piece</i>	15%
<b>Final exam</b>	<b>20%</b>

Graduate students enrolled in this course should be aware that it is also being offered simultaneously at the 4000 level. The expectations for graduate students differ from undergraduate students as follows:

- Graduate students are expected to take on the added role of serving as a formal facilitator of class discussions for one class—a significant addition to coursework (see below for instructions and expectations for how to lead class discussions).
- Graduate student assignments will be graded according to different criteria than undergraduate students, intended to provide advanced training in writing research papers.
- Graduate student written assignments will typically have a larger page/word count.

### Seminar engagement and facilitation

Being present during our seminar meetings and participating in our discussions actively and effectively is a core part of the work this term. In fact, most discussions in this course will be student-led. The seminar will only work as a venue to explore the difficult issues raised by contemporary literature on equitable energy transitions if there is sustained dialogue among us all.

Note that as part of your engagement/participation work, you will facilitate seminar discussions of the course material. We will decide on these leadership roles early in the term. Below are some guidelines to help you do this well.

*Preparing to facilitate.* You need to be familiar with the readings, but not much more than on any other week. In addition to completing your regular reading response, you will probably want to take more detailed notes on the readings, mostly to have ideas on hand to help the discussion along if it starts to lag.

But remember that the point of the discussion is to build a better understanding of the material *as a group*. Your role is not to lecture but to start, guide, and sustain the conversation.

*A word about tone.* The tone of the facilitator sets the tone for the discussion, so stay positive. Focus first on what is valuable about the reading (hold criticisms until we've understood). Also don't apologize for your preparation or level of understanding—focus on the task of working together to generate a better comprehension of the material.

*Guiding the discussion.* Facilitate a discussion about the readings that allows the group to clarify the main point of each, draw connections between them, and engage critically with individual pieces or the set as a whole. Welcome students to pose their best questions from their reading responses.

### ***Additional guidelines***

- As you facilitate the discussion, try to foster the key characteristics of excellent discussion participation, noted below. For example, encourage those who haven't spoken to join in. You might try asking students to respond to each other (for example, to comment on a point just made), or asking students for more information (to elaborate on something just said). Or you might ask for differing positions or viewpoints.
- You can contribute your own ideas but only sparingly—and primarily with the aim of keeping the discussion going.
- Keep the discussion on time and focused on the readings. Direct students back to the texts if they get off track, for example by seeking out passages of relevance to the discussion.
- Silence is good! Sometimes we need a pause in the conversation to process information or to provide an opening for a new person to speak.

Excellent engagement and participation in discussions is marked by:

- striking a balance between saying nothing and dominating the discussion—practice “stepping up and stepping back” toward equal participation
- responding constructively and meaningfully to other students and course material
- staying on topic and staying focused on the readings; engaging with the readings in a meaningful way that demonstrates your preparation
- sharing your knowledge, experiences, ideas, questions, and examples
- expressing yourself clearly and succinctly
- integrating main ideas in the discussion to draw out broad insights
- making connections with / responding to / building from others' comments; paraphrasing others' thoughts to assess if you have understood their meaning
- responding to questions asked or new topics introduced; initiating a new turn in the discussion
- listening actively
- encouraging other people to speak; supporting other voices
- being open-minded; respecting and taking an interest in opposing viewpoints; disagreeing respectfully

### **Weekly reading responses**

Every XXday by 10am, you are required to submit a response to the week's assigned readings to me via the appropriate dropbox on LEARN. You also need to bring a hard copy of your responses to class on Tuesday evenings for your use as well as for sharing with seminar participants.

The responses must include the following information and be no more than one page in length, single-spaced:

1. describe the 3 primary arguments or points of each reading (in paragraph form: I expect accessible, professional writing here)
2. include 1 intriguing question from each reading that might be of interest for discussion in our seminar
3. discuss the interconnections between the set of readings—put the readings in conversation with each other (again in paragraph form)
4. engage critically with the readings as a set. Is a particular point or approach problematic? Are there any obvious gaps in the work? What are the strengths of the readings? What major contributions do they make? What are the broader implications at play here?

### Evidence-based editorial pieces / blog posts

This seminar invites you to write two research-based yet publicly accessible editorial pieces / blog posts policy briefs (2000-2,500 words each, plus references and any footnotes). Writing these will allow you to practice translating scholarly research into interventions in “the real world.” This is a valuable skill to develop as you direct your graduate work toward a range of professional positions in government, labour organizations, the private sector, and civil society organizations.

You are free to choose any focus for each brief as long as it relates to some aspect of governing an equitable energy transition. You are expected to write two original and *unique* pieces that draw on scholarly and non-scholarly sources (each brief should use mostly different sources).

We will move through 3 stages:

- 1) proposal (to include, for example, tentative precise title, primary research question and how you imagine you will respond to it (the core thesis/arguments), “real world” significance of this research, outline of main points and counterarguments address and evidence used to support them, list of 8-10 references (both scholarly and credible non-scholarly))
- 2) final submission
- 3) seminar presentation

### **Final Submission Requirements**

Purpose: This seminar invites you to write two research-based yet publicly accessible editorial pieces or blog posts. Writing these will allow you to practice translating scholarly research into interventions in “the real world.” This is a valuable skill to develop as you direct your graduate work toward a range of professional positions in government, labour organizations, the private sector, and civil society organizations.

Topic: You are free to choose any focus for each brief as long as it relates to some aspect of governing an equitable energy transition. You are expected to write two original and *unique* pieces that draw on scholarly and credible, substantial non-scholarly sources. Each brief should use mostly different sources.

Audience: To hone your topic, consider who you want to influence, and how you want them to respond after reading your piece. Take some time to identify your specific intended audience: who or what (a particular political actor, an international organization, local policymakers, etc.) do you want to communicate with? Who should do what after reading your brief? That should be very clear to you from the outset.



## Content Requirements

- **Engaging, precise title.** It should give a sense of the argument you are making and why it's important.
- **A "hook."** Indicate why you are writing about this issue right now. Is there new information to share (new data or reports released or new research findings)? Has the dominant debate about your issue overlooked a different perspective that you think needs to be brought to light? Is it a special anniversary of a momentous event, are you looking ahead to an event that's about to happen (a "curtain raiser"), or are you reflecting on something that just happened (event post-mortem)? Or does something else give what you have to say relevance right now?
- **Clear question and precise answer to it—your primary line of argument** (aka your thesis). For a policy brief, this is a credible recommendation. You are calling on someone, or some institution, to do something.
- **Arguments supported by evidence.**
- **A crucial counterargument** respectfully given space and refuted.
- **Active use of sources.** 8-10 references (both scholarly and credible, substantial non-scholarly).

## Writing Requirements

- **Effective introduction.** No more than one paragraph in length that includes: brief context/background of issue and why it's interesting; question (stated or implied); core argument (thesis), plan, any key limits / boundaries (what will not be discussed).
- **Effective conclusion.** A last paragraph that returns to the core arguments in a fresh way, reminds the reader how you got there, and perhaps signals the broader significance of your argument/analysis or a next step.
- **Strong paragraph organization.**
- **Coherency between paragraphs.** (See here for great [advice on transitions](#).) Headings are welcome—but they do not replace clear transitions.
- **Sentence-level writing.** Clear and succinct language—no academic jargon, please!—and error-free writing. Pro tip: read it out loud for flow and to catch sentence-level details.
- **Standardized references.** (Use in-text citations with a reference list. Follow the IISD's format—see below.)

Need samples to get inspired? Yours will be shorter, but explore the Re-energizing Canada Team's "Bottom Line" series via the International Institute for Sustainable Development (IISD) for great samples. Scroll to the bottom of [this webpage](#).

## Format:

- Keep it simple. Use single spacing, 12 point font, and 1cm margins on all sides. No cover page, please.
- 2,000-2,500 words each, plus references and any footnotes
- Word document or equivalent (so I can easily add comments)
- File name: Your first name, then the issue you wrote about (ie. "Angela, Denmark's oil ban")

Submission instructions: See the seminar schedule for dates. Upload your submission before the start of class in the appropriate dropbox folder on BrightSpace. No paper copy is needed.

## Presentation Requirements

Assignment & Purpose. The presentation will have you “translating” your evidence-based editorial pieces / blog posts into a concise and engaging oral communication—an essential professional skill. The presentations will also give you a chance to receive feedback from your peers on your work (and provide it to them in return).

Audience. You will be speaking to the classroom audience, your future colleagues and the next generation of international climate policy experts.

### Requirements

Your presentation must include the following content. You need to include the following elements:

1. Interesting & precise title & hook
2. Clear question, answered by a strong and precise primary argument (credible policy recommendation)
3. Discussion of one or two major arguments, with evidence, supporting your thesis
4. Brief acknowledgement and refutation of an important counterargument

Delivery is also important:

1. Create a clear flow through your ideas with the help of an outline, introduction, conclusion, and clear verbal transitions between slides
2. Include visual elements (pictures, graphs, figures) that draw interest to your work
3. Stay within the time limit
4. Ensure you are speaking clearly and loudly enough to be easily understood
5. Speak at a natural pace (don't speed through) and with interest (avoid a monotone voice)
6. Try to make eye contact with everyone in the room, instead of reading notes.
7. Be professional and ensure the talk is polished: practice it **at least 3 times** before delivering your presentation

Finally, peer review is an essential part of this process. You will complete a peer-review of two presentations (more information on this to come).

### Important Guidelines for Slides

- Use a font in 18 point size or greater on your slides – anything smaller is hard to read
- Remember to keep text to a minimum – use very short points or key words
- Number your slides
- Indicate the sources of your photos and information (in-text citation format)

### Format & Submissions

- Length: 8 to 10 minutes *\*This is a strict time limit.\**
- Submission: Upload your slides into the appropriate dropbox folder before class.
- Peer review. Your feedback on two other papers and presentations will be due 24 hours after the presentations. I'll provide you with more details about that step soon.

## Detailed Schedule

This is an overview of the general ground we are covering, along with the timing of assignments. We may revise this plan as the semester unfolds. We'll discuss what is required for the following week at the end of each class.

Week	Date	Theme	Required Materials <i>[to be read/viewed/listened to <u>before</u> the class; available in BrightSpace unless otherwise indicated]</i>	Assignments
1		<b>The need for transition: evidence from climate science</b>	<ol style="list-style-type: none"> <li>1. United Nations Framework Convention on Climate Change Conference of the Parties (UNFCCC). 2023. "First global stocktake" FCCC/PA/CMA/2023/L.17</li> <li>2. Intergovernmental Panel on Climate Change (IPCC). 2023. Summary for Policymakers. In: Climate Change 2023: Synthesis Report. Contribution of Working Groups I, II and III to the Sixth Assessment Report of the IPCC</li> <li>3. SEI, Climate Analytics, E3G, IISD, and UNEP. 2023. The Production Gap: Phasing down or phasing up?</li> <li>4. Calverley, D., &amp; Anderson, K. (2022). Phaseout Pathways for Fossil Fuel Production Within Paris-compliant Carbon Budgets</li> </ol>	Weekly reading response
2		<b>The need for transition: evidence from energy demand analysis</b>	<ol style="list-style-type: none"> <li>1. International Energy Agency (IEA). 2023. World Energy Outlook 2023.</li> <li>2. International Renewable Energy Agency (IRENA). 2021. Renewable Energy and Jobs. Annual Review 2021, chapter 1 and 2.</li> <li>3. Semieniuk et al. 2022. "Stranded fossil-fuel assets translate to major losses for investors in advanced economies," <i>Nature Climate Change</i></li> </ol>	Weekly reading response
3		<b>Origins of "just transition" concepts and movements</b>	<ol style="list-style-type: none"> <li>1. International Labour Organization (ILO). 2021. User's manual to the ILO's Guidelines for a just transition towards environmentally sustainable economies and societies for all</li> <li>2. Newell and Simms. 2020. "How did we do that? Histories and political economies of rapid and just transitions," <i>New Political Economy</i></li> <li>3. Lenferna. 2018. "Can we equitably manage the end of the fossil fuel era?" <i>Energy Research &amp; Social Science</i></li> </ol>	Weekly reading response
4		<b>Case studies of successful transition: Denmark</b>	<ol style="list-style-type: none"> <li>1. Norton and Carter. 2024. "From national ban to global climate policy renewal: Denmark's path to leading on oil extraction phase out," <i>International Environmental Agreements: Politics, Law and Economics</i></li> <li>2. Madsen et al. 2023. Abandoning fossil fuel production: What can be learned from the Danish phase-out of oil and gas?, <i>Energy Research &amp; Social Science</i></li> <li>3. Sperling et al. 2021. Denmark without Oil and Gas Production: Opportunities and Challenges. Oil and Gas Transitions</li> </ol>	Weekly reading response

Week	Date	Theme	Required Materials <i>[to be read/viewed/listened to <u>before</u> the class; available in BrightSpace unless otherwise indicated]</i>	Assignments
5		<b>Case studies of successful transition:</b> TBD <i>(depending on most current case)</i>	<i>TBD (depending on most current case)</i>	Weekly reading response  <b>Evidence-based editorial piece or blog post #1 due</b>
6		<b>Worker-led equitable transitions</b>	1. Hyman and Baldry. 2021. <i>Sustainable Work and the Environmental Crisis</i> , "Introduction: Degraded work in a degraded planet" and "The Role of Workers and Their Unions" 2. Skinner. 2020. <i>Labor in the Time of Trump</i> , "Building a Pro-Worker, Pro-Union Climate Movement"	Weekly reading response
7		<b>Indigenous-led equitable transitions</b>	1. Goldtooth, Saldamando, and Gracey. 2021. Indigenous Resistance Against Carbon 2. Indigenous Climate Action. 2023. Just Transition Guide: Indigenous-led pathways toward equitable climate solution and resiliency in the climate crisis	Weekly reading response
8		<b>Women-centred equitable transitions</b>	1. International Institute for Environmental and Development. 2023. Why does gender matter in a 'just transition'? (video debate) 2. UNFCCC. 2023. Delivering a gender-responsive just transition for all. 3. ILO. nd. Gender, labour and a just transition towards environmentally sustainable economies and societies for all.	Weekly reading response
9		<b>Here at home: the state of energy transition in Canada</b>	1. Stanford. 2021. "Steady Path: How a Transition to a Fossil-free Canada is within reach of workers and their communities" 2. <i>TBD: newest analysis of Canada's Sustainable Jobs legislation, still in progress</i>	Weekly reading response  <b>Evidence-based editorial piece or blog post #2 due</b>
10		<b>Here at home: the state of energy transition in NL</b>	1. Newfoundland and Labrador Federation of Labour (NLFL). 2021. Building NL's Low-Carbon, Jobs-Rich Economy: A Roadmap. 2. NDP. 2022. Private Members Resolution: Just Transition Legislation for Newfoundland and Labrador.	Weekly reading response
11		<b>Final presentations</b>	None	Presentations with peer reviews
12		<b>Final exam</b>	None	Exam

## Policies and Guidelines

### General Information on Assignments and Grading

- Assignments must be submitted into the appropriate BrightSpace dropbox as required
- I will make grades available on the BrightSpace course site throughout the semester
- On using sources honestly:

- This course requires the careful use and acknowledgement of sources. You are responsible for not plagiarizing.
- I endeavour to create assignments that are more fulfilling (and maybe even more enjoyable?) to create yourself, instead of plagiarizing the work of other people.
- I encourage you to save drafts of your work using different file names so that you can provide the earlier drafts on request as evidence that you are the sole author of your submitted assignments.
- Note that you are expected to write original work this semester. Let me know if you are currently working on similar topics in another class, or if you have done so in the past. I expect you to do all new research and writing in this term but we can arrange for it to build from other work.

## **Grade Appeal Policy**

If you are concerned that an assignment was not graded fairly and would like to appeal it, you must provide a detailed explanation as to why you think it was improperly graded (i.e. what do you think you did that should have been given more weight?). Email this explanation to me along with the original commented assignment and evaluation grid.

Note: Grades may be either raised, stay the same, or lowered because of an appeal.

Time limit: No appeals will be considered more than 2 weeks after the assignment was made available for return.

## **Late Policy**

All assignments, formal and informal, must be submitted by the stated due date and time.

Late assignments are subject to a penalty of 5% per business day, unless I have approved a special arrangement for the assignment. Of course, exceptions will apply in the case of a religious holiday accommodated by the university or a documented emergency or illness. Please note that student travel plans are not an acceptable reason for granting alternative submission due dates.

All that said, I recognize that we are learning and working in unprecedented times and I imagine you are all facing a unique set of difficulties and constraints. If you are struggling to meet deadlines, please reach out to me—sooner rather than later—so we can work out a plan to help you get back on track. You don't need to provide private details about your life. Simply let me know that the deadline won't work for you and suggest a reasonable alternative date. Making the request doesn't guarantee that your proposed special arrangement will be approved. Also note that it is not likely that I will provide detailed comments on work that is received late.

If, for reasons beyond your control, you cannot request an accommodation in advance, then you must make the request as soon as possible. Even if illness or other circumstances prevent you from coming to campus, you are expected to make all reasonable efforts to communicate with me (e.g., by email or telephone). Consistent with university regulations (see <https://www.mun.ca/regoff/calendar/sectionNo=REGS-0601#REGS-1949>), a failure to make your request in a timely manner may constitute grounds for rejecting your request for an accommodation.

## **Course Feedback**

You will be given two formal opportunities to evaluate this seminar, midway through and at the end of the term. I welcome suggestions that might improve the seminar at any time.

## **Accessibility**

Memorial University is committed to facilitating and promoting an accessible, inclusive, and mutually respectful learning environment. Students requiring academic accommodations for reasons of accessibility are asked to communicate first with the Glenn Roy Blundon Centre (<https://www.mun.ca/student/accessibility-services/>) at the earliest opportunity. University policies

and procedures pertaining to accommodations for students with disabilities can be found at [www.mun.ca/policy/site/policy.php?id=239](http://www.mun.ca/policy/site/policy.php?id=239).

## **Plagiarism**

Plagiarism is the act of presenting the ideas or works of another as one's own. This applies to all material such as essays, laboratory assignments, laboratory reports, work term reports, design projects, seminar presentations, statistical data, computer programs, research results, and theses. The properly acknowledged use of sources is an accepted and important part of scholarship. Use of such material without acknowledgment is contrary to accepted norms of academic behaviour. Information regarding acceptable writing practices is available through the Writing Centre at [www.mun.ca/writingcentre](http://www.mun.ca/writingcentre)

Memorial University values academic integrity, and the professor and teaching support staff for this course will be vigilant in checking for instances of plagiarism. All students must understand the meaning and consequences of cheating, plagiarism, and other academic offences. See <http://www.mun.ca/regoff/calendar/sectionNo=REGS-0748>.

*Note* that the use of generative AI tools such as ChatGPT is not permitted in this course and will be treated as cheating, impersonation, and/or plagiarism in accordance with the definitions of Academic Offences ([University Calendar 6.12.4](#))

# Request for Approval of a Graduate Course

*Adobe Reader, minimum version 8, is required to complete this form.* Download the latest version: <http://get.adobe.com/reader>. (1) Save the form by clicking on the diskette icon on the upper left side of the screen; (2) Ensure that you are saving the file in PDF format; (3) Specify where you would like to save the file, e.g. Desktop; (4) Review the [How to create and insert a digital signature](#) webpage for step by step instructions; (5) Fill in the required data and save the file; (6) Send the completed form by email to: [sgs@mun.ca](mailto:sgs@mun.ca).

**To:** Dean, School of Graduate Studies  
**From:** Faculty of HSS, Political Science Department  
**Subject:** Regular Course - New course POSC 6635

**Course No.:** POSC 6635

**Course Title:** Equitable Energy Transitions

**I. To be completed for all requests:**

**A. Course Type:**                      Lecture course                      Lecture course with laboratory  
    Laboratory course                      Undergraduate course<sup>1</sup>  
    Directed readings                      Other (please specify) **Seminar**

**B. Can this course be offered by existing faculty?**                      **Yes**                      No

**C. Will this course require new funding (including payment of instructor, labs, equipment, etc.)?**                      Yes                      **No**  
 If yes, please specify:

**D. Will additional library resources be required (if yes, please contact [munul@mun.ca](mailto:munul@mun.ca) for a resource consultation)?**                      Yes                      **No**

**E. Credit hours for this course:**    3

**F. Course description (please attach course outline and reading list):**  
 surveys the prospects and challenges of advancing socially transition away from fossil fuels in response to the worldwide climate crisis. The syllabus attached identifies that more work is expected of grad students doing this course versus the similar 4000-level course.

G. Method of evaluation:	Percentage	
	Written	Oral
Class tests		
Assignments	60	
Other (specify): Participation		20
Final examination:	20	
<b>Total</b>	100%	

<sup>1</sup> Must specify the additional work at the graduate level

II. To be completed for special/selected topics course requests only

For special/selected topics courses, there is no evidence of:

Instructor's initials

1. duplication of thesis work

AVC
2. double credit

AVC
3. work that is a faculty research product


AVC
4. overlap with existing courses

AVC

Recommended for offering in the                      Fall                      Winter                      Spring                      20 \_\_\_\_

Length of session if less than a semester:


III. This course proposal has been prepared in accordance with General Regulations governing the School of Graduate Studies



Course instructor

Jan 14, 2024

Date



Approval of the head of the academic unit

Feb 5, 2024


Date

IV. This course proposal was approved by the Faculty/School/Council

Secretary, Faculty/School/Council

Date



**From:** Lewis, Ryan [rmlewis@mun.ca](mailto:rmlewis@mun.ca)   
**Subject:** Library Report for Proposed syllabus POSC4XXX/6XXX: "Equitable Energy Transitions"  
**Date:** January 3, 2024 at 2:24 PM  
**To:** Gray, Sean [swdgray@mun.ca](mailto:swdgray@mun.ca)

---

Hi Sean, here is the library report for POSC4XXX/6XXX: "Equitable Energy Transitions". The Library should be able to support this course.

Thanks,  
Ryan

---

**From:** Gray, Sean <[swdgray@mun.ca](mailto:swdgray@mun.ca)>  
**Sent:** Thursday, December 21, 2023 12:37 PM  
**To:** Lewis, Ryan <[rmlewis@mun.ca](mailto:rmlewis@mun.ca)>  
**Subject:** Library Report Needed: Proposed syllabus for POSC4XXX/6XXX: "Equitable Energy Transitions"

Hi Ryan,

Could I ask for another library report? We're looking to also add a new class on "Energy Transitions" to our programs.

With thanks!

**SEAN GRAY | ASSISTANT PROFESSOR**

Undergraduate Director | Department of Political Science  
Memorial University of Newfoundland  
St. John's, NL, Canada  
E [swdgray@mun.ca](mailto:swdgray@mun.ca)

(he/they)

*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

Begin forwarded message:

**From:** "Carter, Angela" <[avcarter@mun.ca](mailto:avcarter@mun.ca)>  
**Subject:** Proposed syllabus for POSC4XXX/6XXX: "Equitable Energy Transitions"  
**Date:** December 21, 2023 at 12:34:49 PM NST  
**To:** "Gray, Sean" <[swdgray@mun.ca](mailto:swdgray@mun.ca)>, Dimitrios Panagos <[dpanagos@mun.ca](mailto:dpanagos@mun.ca)>

Hello Sean and Dimitri,

I had committed to getting this to you by December 18th. I apologize for my delay. I've been doing battle with covid and got delayed.

Here is the proposed syllabus for POSC 4XXX/6XXX: "Equitable Energy Transitions" Of course I welcome your thoughts on this

transitions. Of course I welcome your thoughts on this.

Please let me know what I or we should do next. I imagine that we as the undergrad committee need to approve it, then send it upwards?

I am working periodically until classes begin, although taking days off for the holidays. Please reach out whenever you like and I'll get back to you when I am next online.

With all good wishes,  
Angela

A.V. Carter, PhD (*she/her*)  
Associate Professor, Department of Political Science (cross-appointed to the Department of Geography), Faculty of Humanities and Social Sciences  
Memorial University of Newfoundland and Labrador, Canada  
Office: SN-2032 or IIC-2005  
Phone: +1-709-864-8178 or +1-709-864-7448  
&  
Senior Associate, International Institute for Sustainable Development (IISD)

[www.angelavcarter.ca](http://www.angelavcarter.ca) | [@AngelaVCarter](https://twitter.com/AngelaVCarter)

*I respectfully acknowledge that I am from Ktaqmkuk (the island of Newfoundland), the ancestral homelands of the Mi'kmaq and Beothuk. Memorial University's campuses are situated in the traditional territories of diverse Indigenous groups. The Memorial University community acknowledges with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province. Equity and reconciliation require more than acknowledging the land: it requires a commitment to active anti-colonization in our communities.*

Library  
evaluat...3.docx



Collection Development Division  
Queen Elizabeth II Library

1

December 29, 2023

**TO:** Dr. Amanda Bittner, Head of Department, Political Science

**FROM:** Ryan Lewis, Social Sciences Liaison Librarian

**SUBJECT:** Library Report for Course Proposal: POSC 4XXX/6XXX Equitable Energy Transitions

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I have reviewed the new course proposal for *POSC 4XXX/6XXX Equitable Energy Transitions* and I have determined that Memorial University Library system does have sufficient resources to support the objectives of this course.

Library Holdings Summary: Article Indexes and Journals

The course “engages with theory, politics, and policy at the intersection of global politics and comparative politics. It considers a range of levels of analysis, from international institutions and multilateral leadership to national action and subnational efforts.” Existing Library databases can cover the topics raised in this course. The Library has access to several leading political science and other interdisciplinary databases, including 1-17, listed in table A below. The Library has access to news and current affairs-related sources, including the four listed in table A (18-21, below). These databases contain numerous resources, such as peer reviewed and other journal literature, news resources, book chapters, statistics, and conference presentations. Please go to this Library webpage to access these and other Library databases: <https://www.library.mun.ca/researchtools/databases/>

The Library also has access to many related journals, such as *Nature Energy*, *Energy Research & Social Science*, *Global Transitions*, *Energy and Environmental Science*, *Nature Sustainability*, *Smart Energy*, *Renewable and Sustainable Energy Transition*, *Case Studies in the Environment*, *Journal of Energy Storage*, and *Journal of Public Administration Research and Theory*, as well as standard political science journals including *Canadian Journal of Political Science*, *American Political Science Review*, *Research and Politics*, *Journal of Politics*, *American Journal of Political Science*, and others. To search for journals by title, please go to this Library webpage:

[https://mun.primo.exlibrisgroup.com/discovery/jsearch?vid=01MUN\\_INST:01MUN](https://mun.primo.exlibrisgroup.com/discovery/jsearch?vid=01MUN_INST:01MUN)

In a small number of cases, some of the most recent journal content in the databases or the catalogue may be embargoed by the publisher. Articles needed from these journal issues can be requested easily through the library’s recently upgraded document delivery service. Please see the following Library webpage for more about document delivery:

<https://www.library.mun.ca/usingthelibraries/documentdelivery/>

**Table A: Important Political Science, Social Sciences and News Databases**

1. Proquest Social Science Premium Collection
2. Proquest Political Science
3. Worldwide Political Science Abstracts
4. PAIS International
5. Greenfile
6. GeoRef
7. EconLit with Full text
8. Business Source Complete
9. Agricultural and Environmental Science Collection
10. CIAO: Columbia International Affairs Online
11. International Bibliography of the Social Sciences (IBSS)
12. Proquest Central
13. FAOLEX Database
14. Federal Science Library
15. Conference Board of Canada
16. Canadian Parliamentary Publications Online
17. Statista
18. <i>Factiva</i>
19. <i>Nexis Uni</i>
20. <i>ABI/Inform Collection and ABI/Inform Global</i>
21. <i>Canadian Business and Current Affairs</i>

Required and Recommended Readings in the proposed syllabus

There are twenty-three required readings listed at the moment in the proposed course syllabus. Many of these resources are papers and reports available from the websites of the United Nations, the International Labour Organization, or other international organizations. These webpages can be linked to in the Library's Course Reserves module, or in Brightspace. Some of these resources are ebooks, and are available in the library collection.

Course Reserves and E-reserves

The Library can provide support for making course readings available to students, through the Library course reserves Course Reserves module. Once in the module, readings can also be displayed through the course shell in Brightspace. Faculty can send their reading lists to the Library, and Library staff will process the readings. If necessary, copyright permission will be acquired. Please see here for more on submitting syllabi, fair dealing, linking the module to Brightspace, etc.:

<https://www.library.mun.ca/usingthelibraries/borrowrenewreturn/reserves/>

Library Holdings Summary: Book collection

In addition to the above recommended and required readings, the book collection contains numerous resources that are related to the themes of this course. Some of the relevant general subject headings for books are listed in Table B, along with the corresponding number of book titles.

**Table B: Subject Headings**

Heading	Total publications
Energy transition	1239 items
Clean energy	1979 items
Clean energy investment	97 items
Energy Policy, Economics and Management	2483 items
Energy justice	17 items
Renewable energy sources	6424 items
Wind power	1104 items
Global warming	5562 items

Summary

The library collection can support *POSC 4XXX/6XXX Equitable Energy Transitions* as the collection contains numerous resources that cover topics associated with the themes of this course. The resources listed here are only a small portion of the library holdings available through the QEII Library, and the broader Memorial Library system. Resources not available can be requested through the document delivery services in the Library, or may be considered on a case-by-case basis for purchase. Please contact the Library if you have any questions about collections, databases, or access, or would like Library instruction for your students. This course will be well supported by existing and future resources in the library, within existing budget allocations.

**Title of Proposal:** New Course: POSC 6635, Equitable Energy Transitions

**Checklist for Faculty of Humanities and Social Sciences Course/Program Proposals**

This checklist helps faculty to avoid errors and omissions in calendar change proposals. The completed checklist will be reviewed by a secretary in the Office of the Dean of HSS before the Associate Dean (Curriculum and Programs) assesses the draft proposal in preparation for submission to the Curriculum and Programs Committee. Proposals reviewed after October 31 may not be eligible for the next academic year's University Calendar.

**Faculty member: check boxes as applicable**

	YES	N/A
1. Has the completed proposal been approved by your academic unit's undergraduate committee and/or by the unit as a whole, including the Head?	x	
2. Will the change impact the calendar entry of another unit/department, <b>including Grenfell Campus and interdisciplinary HSS programs</b> ? If so, this is identified in the "secondary change" section, and written consent should be appended.		x
3. Has a Word version of the proposal been submitted, not a pdf? (so that the Dean's Office can make edits as appropriate, if applicable. Authors will be consulted about any edits)	x	
4. Does the proposal use all required headings, 12 point font, and include page numbers?	x	
5. Does the title on the front page of the proposal identify the name of the course/program?	x	
6. Is an executive summary, rationale or similar topline information included? (during formal consultations coordinated by the Office of the Dean of HSS this summary will be circulated electronically so that recipients can quickly grasp key aspects before reviewing the proposal itself).	x	
7. Does the "Resource Implications" section include the Dean's Office checklist template for this section? (not applicable to a course that will use an existing special topic number)	x	
8. Has a library report been requested or appended? (not required for special topics courses)	x	
9. Is the course title/description free from technical jargon and extraneous content? (e.g., instead of "2620 English: This course will..." just begin "2620 English will...").	x	
10. Are proposed deletions to existing Calendar language identified using strikethroughs, <del>like this</del> , and proposed Calendar additions identified by underlining, <u>like this</u> ?	x	
11. Does the proposal avail of the opportunity to use the "Secondary Changes" section to delete inactive courses that have not been offered in many years?		x
12. Has a weekly breakdown of assigned reading and activities been provided?	x	
13. Has the Faculty member teaching the course been identified?	x	
14. Have marks for all parts of the evaluation, and the approximate dates of evaluation, been identified? At least 20% of the final grade must be returned before the last day to drop courses without academic prejudice (roughly 2 weeks after the midterm break).	x	
15. If a special topics course: has a course number been identified on the cover page of the proposal? (a number should be assigned by the Assistant Registrar for HSS)		x
16. Does the "Summary Page for Senate" repeat changes to Calendar language, using the <del>strikethroughs</del> and <u>underlines</u> technique (not applicable if an existing special topic number).	x	

*updated: Sept- 2023*

The person that the Office of the Dean should contact with any questions about the attached proposal:

Dr. Sean Gray  
Name (print legibly)

swdgray@mun.ca  
Phone / email

Departmental Head Signature: 

## Frew, Rose Mary

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**From:** undergradpolisci  
**Sent:** February-28-24 8:56 AM  
**To:** Frew, Rose Mary  
**Subject:** Re: Query re POSC 6635 - Credit Restriction w/4635?

Yes it should. Thanks, Rose.

DR. SEAN GRAY | ASSISTANT PROFESSOR

Undergraduate Director | Department of Political Science  
Memorial University of Newfoundland  
St. John's, NL, Canada  
E swdgray@mun.ca

(he/they)

*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

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**From:** Frew, Rose Mary  
**Sent:** Tuesday, February 27, 2024 4:24:01 PM  
**To:** undergradpolisci  
**Subject:** Query re POSC 6635 - Credit Restriction w/4635?

Renee Shute has captured this one:

Should 6635 be credit restricted with 4635, as credit restrictions are common when piggybacking these courses, as indicated in the current SGS calendar: <https://www.mun.ca/university-calendar/school-of-graduate-studies/school-of-graduate-studies/12/19/#12.19.2>

Please let me know if I should make the change and have the course listed as below on the 6635 proposal:

- POSC 6635 Equitable Energy Transitions (credit restricted with POSC 4635)

Thanks and Regards,  
Rose

Rose M. Frew (She/Her)  
Intermediate Secretary  
Faculty of Humanities and Social Sciences  
Memorial University  
Arts and Administration Bldg., Suite 5015  
Telephone: (709) 864-8255  
Email: [rmfrew@mun.ca](mailto:rmfrew@mun.ca)  
Administrative Support to Associate Deans

## Frew, Rose Mary

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**From:** Faculty of Education, Academic Programs Office  
**Sent:** March-06-24 3:45 PM  
**To:** Frew, Rose Mary  
**Subject:** FW: Consultation on Calendar Change Proposal: LWPP-POSC 4635 & POSC 6635

Hi Mary,

There is no expected impact on the Faculty of Education.

Kind regards,

Tammy

TAMARA LYNCH | Academic Programs Office  
Faculty of Education  
Memorial University of Newfoundland  
St. John's, Newfoundland, Canada A1B 3X8  
G..A. Hickman Building | Room ED2024  
T 709 864 3403

[www.mun.ca/educ/programs/undergraduate](http://www.mun.ca/educ/programs/undergraduate)

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---

**From:** Martin, Garrett Gregory <g.martin@mun.ca>  
**Sent:** Wednesday, March 6, 2024 3:41 PM  
**To:** Faculty of Education, Academic Programs Office <muneduc@mun.ca>  
**Subject:** Re: Consultation on Calendar Change Proposal: LWPP-POSC 4635 & POSC 6635

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**From:** Frew, Rose Mary <rmfrew@mun.ca>  
**Sent:** Monday, March 4, 2024 5:49 PM  
**To:** ARTS-HEADS@CLIFFY.UCS.MUN.CA; Christopher Lockett (clockett@mun.ca) <clockett@mun.ca>; Cote, Rochelle Rnee <rrcote@mun.ca>; Dwayne Avery <davery@mun.ca>; Gambin, Lynn <lynn.gambin@mun.ca>; Geck, John <jgeck@mun.ca>; Gould, Jillian <jgould@mun.ca>; Gray, Sean <swdgray@mun.ca>; Hallett, Vicki Sara <s29vsh@mun.ca>; Jamie Skidmore (skidmore@mun.ca) <skidmore@mun.ca>; Keeling, Arn <akeeling@mun.ca>; Kudla, Daniel <dkudla@mun.ca>; Mackenzie, Sara J <sjmackenzie@mun.ca>; Mario Blaser <mblaser@mun.ca>; Mayr, Maria <mmayr@mun.ca>; McGrath, Sean Joseph <smcgrath@mun.ca>; Michelle Rebidoux (mrebidoux@mun.ca) <mrebidoux@mun.ca>; Nikolic, Milorad <mnikolic@mun.ca>; Osorio, Myriam <mosorio@mun.ca>; Peretti, Daniel <dperetti@mun.ca>; Roseman, Sharon <sroseman@mun.ca>; Sebastien Rossignol <srossignol@mun.ca>; Simonson,



## Faculty of Humanities and Social Sciences

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**From:** Engineering Consult <engrconsult@mun.ca>  
**Sent:** April-02-24 9:29 AM  
**To:** Frew, Rose Mary; Faculty of Humanities and Social Sciences  
**Cc:** Ahmed, Salim; Edmunds, Jayde  
**Subject:** Re: Consultation on Calendar Change Proposal: POSC Revise Regulations for Hons-Maj-Min

Thank you for the opportunity to comment on four Calendar change proposals for the Department of Political Science:

- . LWPP-POSC 4220 & POSC 6220;
- . POSC-LWPP 4625 New Course;
- . LWPP-POSC 4635 & POSC 6635;
- . Revised Regulations for Honours, Major and Minor.

Unfortunately, this request was not on the agenda of the March meeting of the Committee on Undergraduate Studies for the Faculty of Engineering and Applied Science. The next meeting is not until May 15.

As chair of the committee, I find that these proposals will have no impact on our programs.

---

Dr. Glyn George, Chair  
Committee on Undergraduate Studies  
Faculty of Engineering and Applied Science Memorial University of Newfoundland  
St. John's NL A1B 3X5  
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On 2024-03-13 14:04, Frew, Rose Mary wrote:

- > Below is being forwarded on behalf of Dr. Patricia Dold, Associate
- > Dean (Curriculum and Programs), Faculty of Humanities and Social
- > Sciences
- >
- > -----
- >
- > Hello,
- >
- > I am writing to extend an opportunity for you to provide formal
- > feedback on the attached calendar change proposal. An executive
- > summary appears below for your convenience.
- >
- > Please share this information with members of your unit's
- > undergraduate/graduate committee and/or all members of your academic
- > unit, as you deem appropriate.
- >
- > Formal comments on the attached proposal, if any, should be sent to
- > hss@mun.ca as soon as possible. Written feedback received within 14
- > days of the date of this request will be appended to the proposal's
- > submission to the Faculty's Curriculum and Programs Committee (CPC),
- > St. John's campus. A visual map of the stages that a proposal travels
- > through is available at stages\_proposals.pdf (mun.ca) [1].
- >
- > If you need more time, please advise Rose Frew (rmfrew@mun.ca)

## Frew, Rose Mary

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**From:** medvicedean  
**Sent:** March-05-24 10:45 AM  
**To:** Frew, Rose Mary  
**Cc:** Dean of Medicine : McKeen, Dr. Dolores  
**Subject:** Re: Consultation on Calendar Change Proposal: LWPP-POSC 4635 & POSC 6635

Hi,

On behalf of the Faculty of Medicine, there are no concerns with the proposed changes.

Thanks, Danielle

DANIELLE O'KEEFE MD CCFP FCFP MSc COPE | VICE DEAN, EDUCATION AND FACULTY AFFAIRS

Faculty of Medicine  
Memorial University of Newfoundland  
Faculty of Medicine Building | Room M2M311  
300 Prince Philip Drive  
St. John's, NL, Canada A1B 3V6  
T 709 864 6289 | F 709 864 6336  
[www.mun.ca/medicine](http://www.mun.ca/medicine)

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**From:** "Frew, Rose Mary" <rmfrew@mun.ca>  
**Date:** Tuesday, March 5, 2024 at 5:18 AM  
**To:** "ARTS-HEADS@CLIFFY.UCS.MUN.CA" <ARTS-HEADS@CLIFFY.UCS.MUN.CA>, "Christopher Lockett (clockett@mun.ca)" <clockett@mun.ca>, "Cote, Rochelle Rnee" <rrcote@mun.ca>, Dwayne Avery <davery@mun.ca>, "Gambin, Lynn" <lynn.gambin@mun.ca>, "Geck, John" <jgeck@mun.ca>, "Gould, Jillian" <jgould@mun.ca>, "Gray, Sean" <swdgray@mun.ca>, "Hallett, Vicki Sara" <s29vsh@mun.ca>, "Jamie Skidmore (skidmore@mun.ca)" <skidmore@mun.ca>, "Keeling, Arn" <akeeling@mun.ca>, "Kudla, Daniel" <dkudla@mun.ca>, "Mackenzie, Sara J" <sjmackenzie@mun.ca>, Mario Blaser <mblaser@mun.ca>, "Mayr, Maria" <mmayr@mun.ca>, "McGrath, Sean Joseph" <smcgrath@mun.ca>, "Michelle Rebidoux (mrebidoux@mun.ca)" <mrebidoux@mun.ca>, "Nikolic, Milorad" <mnikolic@mun.ca>, "Osorio, Myriam" <mosorio@mun.ca>, "Peretti, Daniel" <dperetti@mun.ca>, "Roseman, Sharon" <sroseman@mun.ca>, Sebastien Rossignol <srossignol@mun.ca>, "Simonson, Kathryn" <kathryns@mun.ca>, "Thareau, Anne" <athareau@mun.ca>, "Thorne, Sarah" <sethorne@mun.ca>, "Trnka, Peter" <ptrnka@mun.ca>, "Arts & Social Science (Grenfell) (kjacobse@grenfell.mun.ca)" <kjacobse@grenfell.mun.ca>, "Oldford, Erin" <eoldford@mun.ca>, "Dean of Medicine : McKeen, Dr. Dolores" <deanofmedicine@mun.ca>, "engrconsult@mun.ca" <engrconsult@mun.ca>, englishhead <englishhead@mun.ca>, "Faculty of Education, Academic Programs Office" <muneduc@mun.ca>, "Fine Arts (Grenfell) (pride@grenfell.mun.ca)" <pride@grenfell.mun.ca>, HKR Dean <hkrdean@mun.ca>, Ashlee Cunsolo <ashlee.cunsolo@mun.ca>, Library Correspondence <univlib@mun.ca>, "Marine Institute (miugconsultations@mi.mun.ca)" <miugconsultations@mi.mun.ca>, "Mosdell, Wendy" <wmosdell@mun.ca>, musicdean <musicdean@mun.ca>, Karen Bulmer <kbulmer@mun.ca>, DeanNurse <DeanNurse@mun.ca>, Pharmacy <pharminfo@mun.ca>, Faculty of Humanities and Social Sciences Registrar <arts\_registrar@mun.ca>, "Shute, Renee S." <rshute@mun.ca>, "Frew, Rose Mary" <rmfrew@mun.ca>, "Science & the Environment (Grenfell) (ssedean@grenfell.mun.ca)"

## Penney, Sarah

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**From:** McGrath, Gerona  
**Sent:** Tuesday, March 5, 2024 1:51 PM  
**To:** Faculty of Humanities and Social Sciences  
**Cc:** Davis, Erin  
**Subject:** FW: Consultation on Calendar Change Proposal: LWPP-POSC 4635 & POSC 6635  
**Attachments:** LWPP-POSC 4635 New Course - Feb-24 Consultation.pdf; POSC 6635 New Course Feb-24 Consultation.pdf

Thank you for the opportunity to review the new Political Science courses. There is no impact to the School of Pharmacy.

Gerona

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**Gerona McGrath MBA, M.Ed.**  
Manager of Academic Programs  
School of Pharmacy

**Memorial University of Newfoundland**  
3435 Health Sciences Centre  
St. John's, NL A1B 3V6 Canada

709-864-2013

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**From:** Frew, Rose Mary <rmfrew@mun.ca>  
**Sent:** Monday, March 4, 2024 5:49 PM  
**To:** ARTS-HEADS@CLIFFY.UCS.MUN.CA; Christopher Lockett (clockett@mun.ca) <clockett@mun.ca>; Cote, Rochelle Rnee <rrcote@mun.ca>; Dwayne Avery <davery@mun.ca>; Gambin, Lynn <lynn.gambin@mun.ca>; Geck, John <jgeck@mun.ca>; Gould, Jillian <jgould@mun.ca>; Gray, Sean <swdgray@mun.ca>; Hallett, Vicki Sara <s29vsh@mun.ca>; Jamie Skidmore (skidmore@mun.ca) <skidmore@mun.ca>; Keeling, Arn <akeeling@mun.ca>; Kudla, Daniel <dkudla@mun.ca>; Mackenzie, Sara J <sjmackenzie@mun.ca>; Mario Blaser <mblaser@mun.ca>; Mayr, Maria <mmayr@mun.ca>; McGrath, Sean Joseph <smcgrath@mun.ca>; Michelle Rebidoux (mrebidoux@mun.ca) <mrebidoux@mun.ca>; Nikolic, Milorad <mnikolic@mun.ca>; Osorio, Myriam <mosorio@mun.ca>; Peretti, Daniel <dperetti@mun.ca>; Roseman, Sharon <sroseman@mun.ca>; Sebastien Rossignol <srossignol@mun.ca>; Simonson, Kathryn <kathryns@mun.ca>; Thareau, Anne <athareau@mun.ca>; Thorne, Sarah <sethorne@mun.ca>; Trnka, Peter <ptrnka@mun.ca>; Arts & Social Science (Grenfell) (kjacobse@grenfell.mun.ca) <kjacobse@grenfell.mun.ca>; Oldford, Erin <eoldford@mun.ca>; Dean of Medicine : McKeen, Dr. Dolores <deanofmedicine@mun.ca>; Engineering and Applied Science (engrconsult@mun.ca) <engrconsult@mun.ca>; englishhead <englishhead@mun.ca>; Faculty of Education, Academic Programs Office <muneduc@mun.ca>; Fine Arts (Grenfell) (pride@grenfell.mun.ca) <pride@grenfell.mun.ca>; HKR Dean <hkrdean@mun.ca>; Ashlee Cunsolo <ashlee.cunsolo@mun.ca>; Library Correspondence <univlib@mun.ca>; Marine Institute (miugconsultations@mi.mun.ca) <miugconsultations@mi.mun.ca>; Mosdell, Wendy <wmosdell@mun.ca>; musicdean <musicdean@mun.ca>; Karen Bulmer <kbulmer@mun.ca>; DeanNurse <DeanNurse@mun.ca>; Pharmacy <pharminfo@mun.ca>; Faculty of Humanities and Social Sciences Registrar <arts\_registrar@mun.ca>; Shute, Renee S. <rshute@mun.ca>; Frew, Rose Mary <rmfrew@mun.ca>; Science & the Environment (Grenfell) (ssedean@grenfell.mun.ca) <ssedean@grenfell.mun.ca>; Dean of Science <deansci@mun.ca>; adeanugradswk <adeanugradswk@mun.ca>  
**Cc:** Pittman, Echo <echop@mun.ca>; Ashworth, Lucian <lashworth@mun.ca>; D'Arcangelis, Carol-Lynne <carollynneda@mun.ca>; Joel Finnis (jfinnis@mun.ca) <jfinnis@mun.ca>; Kodjo Attikpoe (kattikpoe@mun.ca) <kattikpoe@mun.ca>; Moro-Abadia, Oscar <omoro@mun.ca>; Masoudi, Nahid <nmasoudi@mun.ca>; Kennedy, Neil

## Frew, Rose Mary

---

**From:** Frew, Rose Mary  
**Sent:** March-05-24 9:54 AM  
**To:** Pittman, Echo  
**Subject:** RE: Consultation on Calendar Change Proposal: LWPP-POSC 4635 & POSC 6635

Thanks, Echo – I will insert that info on the approval form (and refer reviewers to the syllabus, which does have a section specifically noting the differences for grad students).

Best regards,  
Rose

---

**From:** Pittman, Echo <echop@mun.ca>  
**Sent:** March-05-24 9:26 AM  
**To:** Frew, Rose Mary <rmfrew@mun.ca>  
**Subject:** RE: Consultation on Calendar Change Proposal: LWPP-POSC 4635 & POSC 6635

Hi Rose,

Thank you for sharing this calendar change proposal with me. The proposed change looks fine to me. On the form (request for approval of a graduate course), we normally will see a statement indicating the graduate students will be expected to take on more work.

Echo

Echo Pittman, PhD (she/her)  
Associate Registrar (Academic Advising & Outreach)  
Academic Advising Centre (Science Building: 4053)  
Tel: (709) 864-3528

*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*



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\*\*\*It is the student's responsibility to ensure that they are registered for the appropriate courses. The University Calendar is the final authority on university regulations. Please check the information above with those regulations.\*\*\*

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---

**From:** Frew, Rose Mary <rmfrew@mun.ca>  
**Sent:** Monday, March 4, 2024 5:49 PM  
**To:** ARTS HEADS@CLIFFY.UCS.MUN.CA; Christopher Lockett (clockett@mun.ca) <clockett@mun.ca>; Cote, Rochelle Rnee <rrcote@mun.ca>; Dwayne Avery <davery@mun.ca>; Gambin, Lynn <lynn.gambin@mun.ca>; Geck, John

## Frew, Rose Mary

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**From:** Frew, Rose Mary  
**Sent:** March-04-24 5:49 PM  
**To:** ARTS-HEADS@CLIFFY.UCS.MUN.CA; Christopher Lockett (clockett@mun.ca); Cote, Rochelle Rnee; Dwayne Avery; Gambin, Lynn; Geck, John; Gould, Jillian; Gray, Sean; Hallett, Vicki Sara; Jamie Skidmore (skidmore@mun.ca); Keeling, Arn; Kudla, Daniel; Mackenzie, Sara J; Mario Blaser; Mayr, Maria; McGrath, Sean Joseph; Michelle Rebidoux (mrebidoux@mun.ca); Nikolic, Milorad; Osorio, Myriam; Peretti, Daniel; Roseman, Sharon; Sebastien Rossignol; Simonson, Kathryn; Thareau, Anne; Thorne, Sarah; Trnka, Peter; 'Arts & Social Science (Grenfell) (kjacobse@grenfell.mun.ca)'; 'Business Administration (eoldford@mun.ca)'; Dean of Medicine : McKeen, Dr. Dolores; 'Engineering and Applied Science (engrconsult@mun.ca)'; englishhead; Faculty of Education, Academic Programs Office; 'Fine Arts (Grenfell) (pride@grenfell.mun.ca)'; HKR Dean; 'Labrador Institute-Arctic & Subarctic Studies (ashlee.cunsolo@mun.ca)'; 'Library'; 'Marine Institute (miugconsultations@mi.mun.ca)'; Mosdell, Wendy; 'Music (musicdean@mun.ca)'; 'Music Calendar Consultation'; 'Nursing'; 'Pharmacy'; 'Registrar-Faculty of HSS (arts\_registrar@mun.ca)'; 'Renee Shute'; 'Rosemary Frew'; 'Science & the Environment (Grenfell) (ssedean@grenfell.mun.ca)'; 'Science (deansci@mun.ca)'; 'Social Work (adeanugradswk@mun.ca)'  
**Cc:** Pittman, Echo; Ashworth, Lucian; D'Arcangelis, Carol-Lynne; Joel Finnis (jfinnis@mun.ca); Kodjo Attikpoe (kattikpoe@mun.ca); Moro-Abadia, Oscar; Nahid Masoudi (nmasoudi@mun.ca); Neil Kennedy (nkennedy@mun.ca); O'Neill, Seamus; Roman, Luke; Rose, Yvan; Selby, Jennifer; Van Den Scott, Lisa-Jo K  
**Subject:** Consultation on Calendar Change Proposal: LWPP-POSC 4635 & POSC 6635  
**Attachments:** LWPP-POSC 4635 New Course - Feb-24 Consultation.pdf; POSC 6635 New Course Feb-24 Consultation.pdf

Below is being forwarded on behalf of Dr. Patricia Dold, Associate Dean (Curriculum and Programs), Faculty of Humanities and Social Sciences:

Echo & Grad officers: You are being copied here as well, since there is a Grad Course included here that is piggybacking on a 4000-level course.

-----  
Hello,  
I am writing to extend an opportunity for you to provide formal feedback on the attached calendar change proposals. An executive summary appears below for your convenience.

Please share this information with members of your unit's undergraduate/graduate committee and/or all members of your academic unit, as you deem appropriate.

Formal comments on the attached proposal, if any, should be sent to [hss@mun.ca](mailto:hss@mun.ca) as soon as possible. Written feedback received within 14 days of the date of this request will be appended to the proposal's submission to the Faculty's Curriculum and Programs Committee (CPC), St. John's campus. A visual map of the stages that a proposal travels through is available at [stages\\_proposals.pdf \(mun.ca\)](#).

If you need more time, please advise Rose Frew ([rmfrew@mun.ca](mailto:rmfrew@mun.ca)) straight away.

Patricia (Pat) Dold  
Associate Dean (Curriculum and Programs)  
Faculty of Humanities and Social Sciences

---

**Summary:**

LWPP-POSC 4635 – Equitable Energy Transitions: New course offering which aligns with expertise of recently hired ASM. The course will be cross listed so that it can be completed by Political Science Honours, Majors and Minors, and Law and Public Policy Majors and Minors. We are also adding the course to the Diploma in Public Policy and Environmental Humanities. This increases the variety of offerings for students and allows greater flexibility in teaching plans for the dept.

POSC 6635: New Grad Student Course piggybacking on the 4000-level above, though the requirements for graduate students are different.



Senate | Committee on Elections, Committees and Bylaws

PO Box 4200  
St. John's, NL A1C 5S7  
[www.mun.ca/senate](http://www.mun.ca/senate)

August 30, 2024

TO: Dr. Neil Bose, President & Chair of Senate

FROM: Dr. Lee Ann McKivior, University Registrar and Interim Secretary of Senate and  
Chair, Senate Committee on Elections, Committees, and Bylaws

SUBJECT: REPORT – Results of 2024-2025 Senate Election

A handwritten signature in black ink, appearing to be "L. McKivior", written over the "FROM:" line of the letter.

---

### **BACKGROUND**

At a meeting on June 7, 2024, the Senate Committee on Elections, Committees, and Bylaws (the "Committee") initiated the process for the election of members of the academic staff to the Senate. A total of seventeen (17) vacancies were identified across nine (9) constituencies.

An initial call for nominations was held from June 11, 2024, to July 2, 2024. Nine (9) nominations were received from among four (4) constituencies. An additional nomination was received from the Faculty of Nursing along with notice that a Senator from that constituency would be retiring, and that nomination was accepted. Therefore, a total of ten (10) nominations were received from among five (5) constituencies at the close of the first call for nominations.

On July 3, 2024, the Committee decided to extend the nomination period. A second call for nominations was held from July 3, 2024, to July 12, 2024, for those constituencies from which no nominations had been received. Two (2) further nominations were received from two (2) constituencies. An additional nomination was received from the School of Arctic and Subarctic Studies due to the departure of Dr. Ashlee Cunsolo and the appointment of one of that constituency's Senators to the position of Interim Dean of the School of Arctic and Subarctic Studies, an *ex-officio* member of Senate. Therefore, a total of three (3) nominations were received from among three (3) constituencies.

The Committee was also informed that a Senator from the School of Music would be retiring, resulting in an additional vacancy in that constituency.

Following the end of the second call for nominations, the Committee considered the nominations received. From the constituencies of

- i. the Faculty of Engineering and Applied Science;

- ii. the Faculty of Humanities and Social Sciences;
- iii. the Marine Institute;
- iv. the Faculty of Nursing; and
- v. the School of Arctic and Subarctic Studies,

a number of nominations equal to or fewer than the number of vacancies was received. In accordance with the Senate bylaws, the Committee determined that these nominees were eligible to be elected by acclamation.

From the constituency of the Faculty of Science, three (3) nominations were received. Two (2) vacant seats were available to nominees from this constituency. The Committee, therefore, determined that an election would be administered.

From the constituency of the Faculty of Business Administration, two (2) nominations were received. One (1) vacant seat was available to nominees from this constituency. The Committee, therefore, determined that an election would be administered.

Elections for the Faculty of Science and the Faculty of Business Administration ran concurrently from July 22, 2024, to August 9, 2024, via Qualtrics online poll. The Committee considered the results of the election on August 20, 2024, and declared the results provisionally accepted. Following the end of the five (5)-day appeal period, the results were finalized on August 28, 2024. No appeals against the results of the election were received by the Committee.

### **RESULTS**

As of August 28, 2024, the following have been elected to serve on the Senate until August 31, 2027:

Faculty of Business Administration	Dr. Carlos Bazan
Faculty of Engineering and Applied Science	Dr. Glyn George
	Dr. Sarah Power
	Mr. Pat Sullivan
Faculty of Humanities and Social Sciences	Dr. Karine Abadie
Marine Institute	Dr. Jillian Westcott
Faculty of Medicine	Dr. Ann Dorward
Faculty of Science	Dr. Lindsay Cahill
	Dr. Darcy Hallett



In addition to those serving full terms, the following have been elected in replacement of members previously elected and are therefore serving partial terms that will conclude on August 31, 2025:

Faculty of Nursing	Dr. Hrag Yacoubian
School of Arctic and Subarctic Studies	Ms. Sarah Papple

Following the close of the election period, vacancies remain in the constituencies of

- i. the Faculty of Humanities and Social Sciences (2);
- ii. the Faculty of Medicine (2);
- iii. the School of Music (2);
- iv. the School of Pharmacy (1); and,
- v. the School of Social Work (2).

The Committee will undertake the administration of by-elections for the above-listed constituencies as soon as reasonably practicable.

The Committee also received recommendations for appointment from the Memorial University of Newfoundland Students' Union (MUNSU), Graduate Students' Union (GSU), Grenfell Campus Students' Union (GCSU), and Marine Institute Students' Union (MISU). These recommendations were approved by the Committee, and the student membership on Senate for the 2024-2025 academic year is as follows:

Memorial University of Newfoundland Students' Union (MUNSU)	Mr. Mahbub Alam
	Mr. Devon Budden
	Mr. Nicolas Keough
	Ms. Britt Meaney
	Mx. Alida Zedel
	Ms. Keona Russell
	Ms. Kyla Johnson
Graduate Students' Union (GSU)	Mr. Saravanan Ganesan
	Mr. Abdullah Al Rashed
	Mr. Shaheen Shah

Grenfell Campus Students' Union (GCSU)	Ms. Hadiza Bello
	Mx. Jemy Joy
Marine Institute Students' Union	Ms. Allison White

The Committee also conducted a call for nominations to the Executive Committee of Senate. Following the nomination period, the Committee had received two nominations. As a result, the Committee has approved the following two senators for inclusion on the membership of the Executive Committee of Senate:

Marine Institute	Mr. Cyr Couturier
School of Social Work	Dr. Sulaimon Giwa

On behalf of the Committee, I would like to congratulate those members who were elected to the Senate and its Executive Committee, and to extend thanks to all those who participated in the election process.

cc:               Members of Senate

LAM/bjh




Senate | Secretary of Senate

PO Box 4200  
St. John's, NL A1C 5S7  
Tel: 709 864 8867  
[www.mun.ca/senate](http://www.mun.ca/senate)

August 30, 2024

TO: The Chair and Members of Senate

FROM: Dr. Lee Ann McKivior, University Registrar, and Interim Secretary to Senate 

SUBJECT: Recommendation for appointment of non-statutory *ex officio* members of Senate

---

Senate is asked to consider approving the addition of *ex officio* appointments that are not identified in the Memorial University Act.

As concerns the composition of Senate, individuals appointed in relation to clause 54(x) of the Act, "such other persons holding office within the University or in any other of the colleges or institutions affiliated with the university chosen in such number and manner as may be approved by the Board," must be approved on a yearly basis. At a meeting held on August 30, 2024, the Senate Committee on Elections, Committees and Bylaws (the "Committee") considered the following positions in accordance with this paragraph and recommends that these four positions be reappointed as *ex officio* members of Senate:

- i. Vice-president (Marine Institute)
- ii. Vice-president (Research)
- iii. Vice-provost (Equity, Diversity, Inclusion and Anti-Racism)
- iv. Associate Vice President (Academic) and Dean of Students

Further to the above-noted recommendations for reappointment, the Committee considered the addition of a fifth non-statutory *ex officio* to the membership of Senate and recommends Senate consider approving the appointment of the following position:

- v. Associate Vice-president (Academic)

LAM/bjh



Senate | Secretary of Senate

PO Box 4200  
St. John's, NL A1C 5S7  
Tel: 709 864 8867  
[www.mun.ca/senate](http://www.mun.ca/senate)

August 22, 2024

TO: The Chair and Members of Senate

FROM: Dr. Lee Ann McKivor, University Registrar and Interim Secretary of Senate,  
Chair, Senate Committee on Elections, Committees and Bylaws

SUBJECT: Recommendation for Membership on Senate Standing Committees

A handwritten signature in blue ink, appearing to be "L. McKivor", is written over the "FROM:" line of the memo.

---

The Committee on Elections, Committees and Bylaws recommends the Senate approve the following appointments on Senate Standing Committees for a term commencing September 10, 2024 and expiring August 31, 2027:

**Academic Unit Planning Committee**

Sulaimon Giwa

**Senate Committee on Academic Appeals**

Kathleen Hodgkinson

Darrell Boone

Sulaimon Giwa

Larry Bauer

**Senate Committee on Course Experience**

Sulaimon Giwa

**Senate Committee on Honorary Degrees and Ceremonial**

Craig Purchase

Darrell Boone

Jan Buley

Kirby Shannahan

**Senate Teaching and Learning Committee**

Karen Dobbin Williams

Kevin Power

**University Planning and Budget Committee**

Ronald Haynes

In addition to the above, the Senate Committee on Elections, Committees, and Bylaws has approved recommendations received from the Memorial University of Newfoundland Students' Union (MUNSU) for student Committee membership beginning upon approval and ending April 30, 2025.

**University Planning and Budget Committee**

Mahbub Alam

**Academic Unit Planning Committee**

Alida Zedel

**Senate Committee on Academic Appeals**

Nicolas Keough

Alida Zedel

Brittney Meaney

Mahbub Alam

Sophie Shoemaker

Carroll Snow

Colby Dalton

Devon Budden

Kat McLaughlin

**Senate Committee on Admissions**

Devon Budden

**Senate Committee on Course Experience**

Nicolas Keough

**Senate Committee on Elections, Committees and Bylaws**

Devon Budden

**Senate Committee on Honorary Degrees and Ceremonial**

Brittney Meaney

**Senate Committee on Research**

Nicolas Keough

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

Brittney Meaney

**Senate Teaching and Learning Committee**

Nicolas Keough

**Senate Committee on Undergraduate Studies**

Devon Budden (*ex-officio*)

Alida Zedel

LAM/bjh



### Senate | Senate Committee on Elections, Committees, and Bylaws

PO Box 4200  
St. John's, NL A1C 5S7  
Tel: 709 864 8867  
[www.mun.ca/senate](http://www.mun.ca/senate)

August 27, 2024

TO: Members of Senate

FROM: Dr. Lee Ann McKivior, University Registrar and Interim Secretary of Senate and Chair,  
Senate Committee on Elections, Committees, and Bylaws

A handwritten signature in black ink, appearing to be "L. McKivior", written over the name in the FROM field.

SUBJECT: Request for Nominations – Speaker of Senate

---

In May 2024, an election was held for the recently established positions of Speaker and Deputy Speaker of Senate. Dr. Katharyn Simonsen was elected to serve as Deputy Speaker of Senate; however, no candidate was elected to serve in the position of Speaker of Senate.

The Senate Committee on Elections, Committees, and Bylaws is now seeking nominations to the position of Speaker of Senate. In order to be eligible, a nominee must

1. be a current or previous Senator elected from among the academic staff of the University; and
2. not be a current *ex-officio* member of the Senate.

The Speaker of Senate is a non-voting member of the Senate. In accordance with the Senate bylaws<sup>1</sup>:

#### §II.G.4 Duties of the Speaker of Senate

- a. Maintains a neutral position during the Senate proceedings;
- b. Preserves order and decorum at all meetings of Senate and preserved the general flow of items within the Senate agenda by calling for motions and inviting appropriate speakers/presenters;
- c. Ensures that Senators are given time to respond to the questions; and
- d. May occasionally invite non-Senators to respond to the questions or contribute to the debate.

The Speaker of Senate will be supported by the Secretary of Senate and will have the opportunity to receive training and guidance materials regarding Roberts' Rules of Order and general Senate procedures. The Speaker is expected to be available on the first Tuesday of each month from 16:00-18:00 NT.

In order to nominate yourself or someone else for this position, please return the enclosed nomination form to [senate@mun.ca](mailto:senate@mun.ca) by **Tuesday, September 17, 2024**. Voting will be open from September 18, 2024 to September 25, 2024, and the results of the election will be reported at the October 8, 2024 Regular Meeting of Senate.

LAM/mb

<sup>1</sup> The relevant bylaws were approved by Senate on February 13, 2024. [See here](#) for more details.

## APPENDIX S




### Senate | Senate Committee on Elections, Committees, and Bylaws

PO Box 4200  
St. John's, NL A1C 5S7  
Tel: 709 864 8867  
[www.mun.ca/senate](http://www.mun.ca/senate)

August 27, 2024

TO: Members of Senate

FROM: Dr. Lee Ann McKivior, University Registrar and Interim Secretary of Senate and Chair,  
Senate Committee on Elections, Committees, and Bylaws 

SUBJECT: Request for Nominations – Ad-hoc Committee on the Ode to Newfoundland

---

In January 2024, the Ad-hoc Committee on the Ode to Newfoundland (the “Committee”) was formed to consider the place of the provincial anthem, the “Ode to Newfoundland,” at Memorial University’s convocation ceremonies. The Terms of Reference of the Committee include as members

1. 5 elected academic staff members appointed from among eligible Senators; and
2. 4 elected student representatives.

Since the formation of the Committee, two (2) of five (5) Senators initially elected have resigned. In order to remedy these vacancies, the Senate Committee on Elections, Committees, and Bylaws is seeking nominations from current Senators who are interested in serving on this Committee as it continues to perform consultations in preparation for its Final Report.

The Committee meets regularly based on the availability of members. Since May 2024, the Committee has been holding weekly meetings via WebEx.

If you are interested in serving on the Committee, please complete the attached nomination form and return it to Brian Hammond, Assistant Secretary of Senate, via [senate@mun.ca](mailto:senate@mun.ca). The deadline for the submission of nomination forms is **Friday, September 20, 2024**. Questions or concerns regarding the nomination process can be directed to [senate@mun.ca](mailto:senate@mun.ca).

LAM/mb



## APPENDIX T



Senate | Committee on Honorary Degrees and Ceremonial

PO Box 4200  
St. John's, NL A1C 5S7  
[www.mun.ca/senate](http://www.mun.ca/senate)

August 23, 2024

TO: Members of Senate

FROM: Dr. Lee Ann McKivior, University Registrar and Interim Secretary of Senate and  
Secretary, Senate Committee on Honorary Degrees and Ceremonial

A handwritten signature in black ink, appearing to be "L. McKivior", written over the "FROM:" line.

SUBJECT: REPORT - Recommendation for University Marshal

---

In accordance with the **Procedures for Appointment of University Marshal**, nominations were invited from eligible members of the University community to fill this position, which was vacated on April 26, 2023.

Following the initial nomination period, one nomination was submitted. A second call for nominations was administered; however, no new nominations were received. Following the second call, the Committee on Honorary Degrees and Ceremonial considered the application and determined the candidate matched the criteria necessary to fill the role of University Marshal. Therefore, the Senate Committee on Honorary Degrees and Ceremonial endorses the application and hereby recommends that **Dr. Kirby Shannahan** be appointed University Marshal for a five-year period effective immediately with renewal at the pleasure of Senate.

Attached for the information of Senators is a copy of the Procedures for Appointment of University Marshal and a copy of Dr. Shannahan's nomination and curriculum vitae. Also listed hereunder you will find the current membership of the Committee:

Chair:	Dr. Neil Bose
Chancellor:	Mr. Earl Ludlow
Secretary:	Dr. Lee Ann McKivior
Public Orator:	Dr. Jennifer Lokash
Members:	Dr. Annette Staveley
	Dr. Darrell Boone
	Dr. Jan Buley
	Dr. Anne Burke
	Dr. Peggy Coady
	Dr. Vaughan Grimes
	Ms. Brittney Meaney
	Dr. Craig Purchase

LAM/bjh

encl: Procedures and Criteria for Appointment of University Marshal (p. 2)  
Nomination Letter and C.V. – K. Shannahan (pp. 3-37)

## **Procedures and Criteria for Selection of University Marshal**

### **Senate Bylaws §V – Honorary Degrees and Professor Emeritus**

[...]

#### **D. University Marshal**

##### **Procedures, Criteria**

1. The Senate shall appoint a University Marshal whose function shall be the ordering of the ceremonial at Convocations and on such other occasions as the Senate may from time to time deem necessary.

2. Eligibility to be a Nominee and a Nominator

A nominee or a nominator must be a full-time employee or a retiree of the University.

3. Qualifications

The prime criterion for nomination and for appointment shall be demonstrated excellence in the duties associated with the position as outlined above, or experience of a nature which would give confidence in the ability to perform the duties at a high level.

4. Nomination and Selection Process

When a vacancy exists for the position of University Marshal, the Secretary of Senate shall circulate to the University community a call for nominations. Written nominations, containing the signatures of the nominee (indicating the nominee's consent) and that of two qualified nominators including the rationale and the nominee's curriculum vitae, shall be submitted to the Secretary no later than two weeks after the call for nominations has been circulated. When more than one qualified nomination is received, the Committee on Honorary Degrees and Ceremonial will select one candidate for consideration by Senate.

At a meeting of the Senate provision will be made for a discussion of the merits of the candidate before voting takes place; the name of the candidate recommended by the Committee shall be voted on by show of hands and approval will require a simple majority vote of those members present and voting. If the Senate does not approve the candidate, the Committee on Honorary Degrees and Ceremonial will be asked to select another candidate for the consideration of Senate.

The successful candidate will be offered the position for a period of five years by the Chair of Senate with renewal at the pleasure of Senate.

5. The University Marshal shall have power to appoint a Mace Bearer and other Marshals as need arises.
6. Wands of office shall be provided for the use of Marshals.

May 13, 2024

To: Senate Committee for Honorary Degrees and Ceremonial

From: Dr. Kirby Shannahan

Re: University Marshall Nomination

Dear Senate Committee for Honorary Degrees and Ceremonial,

It is with great excitement and pleasure that I offer to you my expression of interest in undertaking the role of University Marshal. As requested in the call for interest, my CV is attached.

You will note from my CV that I am a full time tenured full professor of Marketing in the Faculty of Business Administration. You will also note that across extensive and significant service work in support of Memorial University's students, faculty members, external stakeholders, and the external community, I consistently demonstrate a commitment to excellence and an ability to work with others and perform at a high level.

I understand that the role of University Marshal is key in ensuring the success of Convocation and other ceremonial events and appreciate its importance in creating a memorable experience for graduates and their families. I believe I can be effective in this role given that my knowledge of Memorial University and its policies and procedures is considerable. My ability to effectively engage interpersonally is evidenced in my long-time support of such student facing activities as Memorial University of Newfoundland Marketing Association (MUNMA), AISEC, and Enactus. It is also evidenced in my receipt of multiple awards of excellence in teaching. I believe these activities and accomplishments speak to my ability to relate to students and to provide the kind of welcoming environment that helps students thrive. An example of my commitment to working directly with students in support of an external non-profit organisation was recently featured in the Gazette. This experiential learning initiative in support of Hockey NL <https://gazette.mun.ca/student-life/top-shelf/> is an example of my ability to engage with students and external bodies to create an impactful and meaningful experience.

My knowledge of the University and its policies and procedures is considerable, having spent five years as a member of the Senate Committee on Undergraduate Studies and given my current positions as an elected Senator for Memorial University Senate, as a member of the Senate Committee for Research, and as a longstanding (since 2012) member of Senate Committee on Honorary Degrees and Ceremonial.

At the faculty level, I am currently Faculty Council Secretary and have gathered five years of experience in that role. As you can see in my CV, my service work is varied. However I will point out that I am particularly keen to seek opportunities to engage with the external community. As such I have more than five years of experience as a member of the Faculty of Business Administration Dean's Advisory Board.

My ability to work effectively as part of a team and under pressure is exhibited across my membership in eight search committees for faculty members and a dean search committee. It is also applied in my work as member and chair of many promotion and tenure committees.

My respect for process and protocol extends beyond faculty and University levels to such external boards as Avalon Celtics Minor Hockey Association, St. Bonaventure's College, and Hockey NL. This is perhaps best exhibited in my work as Avalon Celtics Secretary and Board Member in my drafting of a complete revision of the Board's Terms of Reference.

Finally, in terms of event planning and execution and hosting, my recent (2022-23) experience in hosting the Provincial and Atlantic Canadian U13 AAA Male minor hockey championships are examples of my ability to work with others to successfully execute high-profile meaningful events. Combining these experiences with my love for Memorial will position me well for success in the role of University Marshal. Many thanks for your consideration.

All the best,

A handwritten signature in black ink, appearing to read 'Kirby Shannahan', with a stylized, elongated flourish extending to the right.

Kirby Shannahan, Ph. D  
Professor of Marketing  
Faculty of Business Administration  
Memorial University of Newfoundland  
St. John's, NL  
[kirbys@mun.ca](mailto:kirbys@mun.ca)  
709-763-9722

# CURRICULUM VITAE

## SECTION I

### BIOGRAPHICAL

**Name:** Kirby L. J. Shannahan (*he/him/his*)

**Home Address:** 106 Logy Bay Road  
St. John's, Newfoundland, Canada  
A1A 1J6  
(709) 579-8081  
[kirbys@mun.ca](mailto:kirbys@mun.ca)

**Citizenship Status:** Canadian

**Rank:** Professor

### EDUCATION

#### **Post-Secondary Education:**

2006 PhD in Business Administration, Fogelman College of Business and Economics,  
University of Memphis, Memphis, Tennessee, USA.

Major: Marketing and Supply Chain Management  
Minor: Research Methods; Consumer Behavior  
Dissertation: The Relationship of Salesperson Coachability, Trait  
Competitiveness, and Leadership Style on Salesperson  
Performance: An Interactionist Perspective (Dr. Alan J. Bush,  
Chair)

2000 M.A., University of New Brunswick, Fredericton, New Brunswick, Canada.

Major: Sport and Recreation Management (Faculty of Kinesiology)

1996 BSc., Memorial University of Newfoundland, St. John's Newfoundland, Canada.

Major: Psychology

## **General Area of Academic Interest:**

### Teaching Interests:

Sales Force Management  
Personal Selling  
Marketing Research  
Services Marketing  
Research Methods

### Research Interests:

Salesperson Coachability  
Source Credibility  
Sales Force and Cohesion  
Consumer Socialization  
Consumer Role Conflict in Services

## **EMPLOYMENT**

### **Employment History:**

Present – 2020 (Sept.)	Professor of Marketing, Faculty of Business Administration, Memorial University of Newfoundland
2020 (Sept.) – 2009 (Jul.)	Associate Professor of Marketing, Faculty of Business Administration, Memorial University of Newfoundland
2009 (Jul.) – 2006 (Jul.)	Assistant Professor of Marketing, Faculty of Business Administration, Memorial University of Newfoundland
2006 (Apr.) – 2006 (Mar.)	Lecturer of Marketing, Faculty of Business Administration, University of New Brunswick, Port-of-Spain Campus, Trinidad & Tobago ( <i>5 wks; Mar.6-Apr.15</i> ).
2003 (Aug.)-2006 (Dec.)	Graduate Assistant & Instructor, Fogelman College of Business and Economics, University of Memphis, Memphis, TN.
2003 (Jun.) - 2001 (Jul.)	Lecturer of Marketing, Faculty of Business, University of New Brunswick Saint John Campus
2001 (Jun.) – 2000 (Jul.)	Lecturer of Marketing, Faculty of Business Administration, University of New Brunswick Fredericton Campus.
2001 (Jun.) – 2001 (Apr.)	Lecturer of Marketing, Faculty of Business Administration, University of New Brunswick Port-of-Spain Campus, Trinidad & Tobago ( <i>6 wks; Apr.30-Jun.9</i> ).

**Relevant Previous Employment (in Chronological Order):**

- May 2006 – 2005 (Fall)      Research Assistant, Dr. Ernest Nichols, Professor of Marketing & Director of FedEx Institute of Supply Chain Management.
- 2005 (Aug.) – 2003 (Aug.)      Research Assistant, Dr. Alan J. Bush, Professor of Marketing, Fogelman School of Business and Economics, University of Memphis, Memphis Tennessee, USA.
- 2005 (Fall) – 2005 (Winter)      Instructor, Fogelman School of Business and Economics, University of Memphis, Memphis Tennessee, USA.

## SECTION II

### **RESEARCH, SCHOLARLY OR CREATIVE ACTIVITY**

#### **Books**

1. Thomas N. Ingram, Raymond W. LaForge, Raymond Avila, Charles Schwepker, Michael Williams Kirby L.J Shannahan and Rachelle J. Shannahan (2025) Sell 4<sup>th</sup> Canadian edition . Cengage- Nelson Publications: Toronto, Ontario (Forthcoming)
2. Thomas N. Ingram, Raymond W. LaForge, Raymond Avila, Charles Schwepker, Michael Williams Kirby L.J Shannahan and Rachelle J. Shannahan (2020) Sell 3<sup>rd</sup> Canadian edition . Cengage- Nelson Publications: Toronto, Ontario.
3. Thomas N. Ingram, Raymond W. LaForge, Raymond Avila, Charles Schwepker, Michael Williams and Kirby L. J. Shannahan (2016) Sell 2<sup>nd</sup> Canadian edition. Nelson Publishers: Toronto, Ontario. This textbook was the number 1 selling sales textbook with 70 % market share in Canadian Universities and Communiity colleges.
4. Thomas N. Ingram, Raymond W. LaForge, Raymond Avila, Charles Schwepker, Michael Williams and Kirby L. J. Shannahan (2012) Sell 1<sup>st</sup> Canadian edition. Nelson Publishers: Toronto, Ontario. Released to University and Trade Market Summer. 2012.

#### **Articles Published or Accepted for Publication in Refereed Journals**

15. Lamichhane, Ashmita, Kirby L.J. Shannahan and Rachelle J. Shannahan (2022), "Perceived Quota Difficulty and its Relevance to Ethical Decision-Making and Sales Performance: An Abstract" 2022 *Academy of Marketing Science Annual Conference*, Monterey Bay, California. <https://easychair.org/smart-program/2022AMS/2022-05-25.html>
14. Shannahan, Rachelle. J., Kirby L.J Shannahan, Alan J.Bush, & William C. Moncrief, (2016) "Taking the Good with the Bad - Customer Type as a Segmentation Criterion and Differential Influencer of Sales Performance," *Journal of Marketing Theory & Practice*, 24 (3) (Summer 2016), 1–23. (ABDC Journal ranking B)
13. Shannahan, Rachelle. J., Kirby L.J Shannahan, Alan J.Bush, & William C. Moncrief, (2015), "How Salesperson Perceptions of Customers' Pro-Social Behaviors Help Drive Salesperson Performance," *Industrial Marketing Management*, 51 (November 2015), 100-114. (ABDC Journal ranking A\*) <http://search.ebscohost.com.qe2a-proxy.mun.ca/login.aspx?direct=true&AuthType=ip,url,uid&db=bth&AN=122435968&site=ehost-live&scope=site>



12. Shannahan, Kirby, L.J., Rachelle J. Shannahan, and Alan J. Bush (2014), "Competitiveness, Coachability, and Context as Key Determinants of Sales Performance," *Keller Research Center Report*, 7 (2), 18-22.
11. Shannahan, Rachelle J., Kirby L.J. Shannahan, and Richard A. Rocco (2013), "Hold the Phone! – Can Customer Role Conflict Compromise a Service Encounter?" *Marketing Management Journal*, 23 (1), 74-8.
10. Madupu, Vivek, Shannahan, Kirby L.J., and Rachelle J. Shannahan (2013) "Cross-Border Shopping and the Role of the Internet: A Netnographic Study of Canadian Cross Border Shoppers," *International Journal of Management Research and Review*, 3 (8), 3184-3198.
9. Shannahan, Kirby L.J., Alan J. Bush, and Rachelle J. Shannahan (2013), "Are Your Salespeople Coachable? How Salesperson Coachability Enhances Sales Performance," *Journal of the Academy of Marketing Science*, 41(1), 40-54. (ABDC Journal ranking A\*)  
<http://search.ebscohost.com.qe2a-proxy.mun.ca/login.aspx?direct=true&AuthType=ip,url,uid&db=bth&AN=84621013&site=ehost-live&scope=site>
8. Shannahan, Kirby L.J., Rachelle J. Shannahan, and Alan J. Bush (2013), "Salesperson Coachability: What it is and Why it Matters," *Journal of Business and Industrial Marketing*, 28 (5), 411-420. (ABDC Journal ranking A)  
<http://search.ebscohost.com.qe2a-proxy.mun.ca/login.aspx?direct=true&AuthType=ip,url,uid&db=bth&AN=88861417&site=ehost-live&scope=site>
7. Shannahan, Rachelle J., Alan J. Bush, William C. Moncrief, and Kirby L.J. Shannahan (2013), "Making Sense of the Customer's Role in the Personal Selling Process: A Theory of Organizing and Sensemaking Perspective," *Journal of Personal Selling and Sales Management*, 33 (3), 261-275. (ABDC Journal ranking B)  
<http://search.ebscohost.com.qe2a-proxy.mun.ca/login.aspx?direct=true&AuthType=ip,url,uid&db=bth&AN=88834638&site=ehost-live&scope=site>
6. Shannahan, Kirby L. J., Rachelle J. Shannahan and Aliosha Alexandrov (2010), "Strategic Orientation and Customer Relationship Management: A Contingency Framework of CRM Success," *Journal of Comparative International Management*, 13(1), 1-12.
5. Shannahan, Kirby L.J., Rachelle J. Shannahan, Alan J. Bush, and Richard A. Rocco (2010), "Gender as a Moderator of Role Model Influence and Adolescents' Consumer-Related Behavioral Intentions," *Marketing Management Journal*, 21(1), 47-59.
4. Dunnett, A. Jane, Kirby L.J. Shannahan, Rachelle J. Shannahan and Barbara Trenholm

- (2011) "Exploring the Impact of Clicker Technology in a Small Classroom Setting on Student Class Attendance and Course Performance." *Journal of the Academy of Business Education*, 12, 43-56.
3. Shannahan, Kirby L.J., Rachelle J. Dupuis, Alan J. Bush, and Richard Rocco (2009), "Print vs. Television: A Cross-Media-and-Message Exploration of Advertising Effectiveness Using a High Involvement Product," *Journal of Business and Behavioral Sciences*, 20(1, Spring), 133-146.
  2. Bush, Victoria D., Alan J. Bush, Kirby L. J. Shannahan and Rachelle J. Dupuis (2007), "Segmenting Markets Based on Sports Orientation: An Investigation of Gender, Race and Behavioral Intentions," *Marketing Management Journal*, 17(1) 39-50. (ABDC Journal ranking A)
  1. Dupuis, Rachelle J. and Kirby Shannahan (2006), "Independent Research: An Exploratory Look at Single Author Publications by Young Researchers in Marketings' Top Journals," *Journal of Business and Behavioral Sciences*.

### **Refereed Conference Proceedings:**

33. Shannahan, Kirby, Rachelle Shannahan, Richard Rocco, Sandipen Sen and Peggy Coady (2019), "Creating Sales Centers: Challenges and Opportunities for Marketing Practice and Marketing Education," Development of a Special Panel Session, Society for Marketing Advances Conference, New Orleans, LO.
32. Shannahan, Kirby and Rachelle Shannahan (2019), "Engaging Students in Professional Selling Role Plays with Buyer Evaluation Forms," Society for Marketing Advances Conference, New Orleans, LO.
31. Shannahan, Kirby, Rachelle Shannahan and Richard Rocco (2019), "Recruiting Athletes for Professional Sales Roles: A Qualitative Exploration of Competitiveness and Coachability," Proceedings of the American Society of Business and Behavioral Sciences 2019 Conference, Las Vegas, Nevada.
30. Shannahan, Kirby and Rachelle Shannahan (2018), "Engaging students with investor assessment forms," Society for Marketing Advances Conference, West Palm Beach, Florida.
29. Shannahan, Kirby and Rachelle Shannahan (2016), "Teaching moments in Sales Role Playing," Society for Marketing Advances Conference, Atlanta, Georgia.
28. Rocco, R, Rachelle Shannahan, Kirby Shannahan, Robert Evans, Alex Alexandrov & Sandi Sen (2015), "Aligning Marketing Education with Marketing Practice: Focus on Technology in the Classroom," Society for Marketing Advances Conference, San

Antonio, Texas.

27. Shannahan, Rachelle J., Kirby L.J Shannahan and *Richard A. Rocco* (2012). "Revisiting Salesperson Competitiveness: A US-Canadian Perspective" Proceedings of the Society for Marketing Advances Conference, Orlando, Florida
26. Cicala, John, Alan J. Bush and *Kirby L.J Shannahan* (2012), "The Possible Effects of Technology Enabled Transparency on Salesperson Behavior" abstract published in the Proceedings of the American Society of Business and Behavioral Sciences 2012 Conference, Las Vegas, Nevada.
25. Shannahan, Kirby L.J. and Richard A. Rocco (2011). "A Cross-Cultural Comparison of the Influence of Structural Competition and Salesperson Trait Competitiveness on Sales Performance" Proceedings of the Society for Marketing Advances Conference, Memphis, Tennessee.
24. Shannahan, Kirby L.J., Rachelle J. Shannahan, Richard A. Rocco and Vivek Madupu (2011), "Level of Structural Competition, Sport Type, and Individual Trait Competitiveness: Implications for Salesperson Selection and Sales Performance Outcomes in Business Markets" abstract published in the Proceedings of the American Society of Business and Behavioral Sciences 2011 Conference, Las Vegas, Nevada.
23. Madupu, Vivek, Rachelle J. Shannahan and Kirby L. J. Shannahan (2010). "A Netnographic Analysis of Canadian Cross-Border Shoppers" Proceedings of the Society for Marketing Advances Conference, Atlanta, Georgia.
22. Shannahan, Kirby L.J., Rachelle J. Shannahan, Richard Rocco and Vivek Madupu (2010). "Linking Organized Competition to Individual Trait Competitiveness – Implications for Salesperson Performance" Proceedings of the American Society of Business and Behavioral Sciences 2010 Conference, Las Vegas, Nevada.
21. Dunnett, A. Jane, Rachelle J. Shannahan and Kirby L. J. Shannahan (2009). "For Sale By Owner: Assessing the Changing Real Estate Market in Canada" Proceedings of the 2009 Society for Marketing Advances Conference, New Orleans, Louisiana.
20. Madupu, Vivek, *Kirby L. J. Shannahan* and Rachelle J. Shannahan (2009). "The Relationship between Types of Patriotism, Cultural Homogeneity and Consumer Ethnocentrism: A Study of Canadian and American Cultures" Proceedings of the 2009 Society for Marketing Advances Conference, New Orleans, Louisiana.
19. Shannahan, Kirby L.J., Rachelle J. Shannahan, AshleyMcAllister and Andy Cameron (2009). "Competing for Female Student Soccer Players: Exploring Factors that may Influence a Canadian University Choice" Proceedings of the American Society of Business and Behavioral Sciences 2009 Conference, Las Vegas, Nevada.

18. Shannahan, Kirby L.J. and Rachelle J. Dupuis (2008). "Salespeople and Structural Competition: Is Past Participation in Organized Athletics Related to Salesperson Trait Competitiveness and Performance?" Proceedings of the American Society of Business and Behavioral Sciences 2008 Conference, Las Vegas, Nevada.
17. Shannahan, Kirby L.J., Rachelle J. Dupuis, and Alan J. Bush (2007). "Influential Others: Evidence of Gender as a Moderator of the Relationship Between Role Model Influence and Teens' Behavioral Intentions." Proceedings of the 2007 Society for Marketing Advances Conference, San Antonio, Texas.
16. Dunnett, Jane, Kirby L.J. Shannahan, and Barbara Trenholm (2007). "Introducing Game Show Technology to the Classroom - Let's Ask the Audience." Proceedings of the 2007 Society for Marketing Advances Conference, San Antonio, Texas.
15. Shannahan, Kirby L.J., and Alan J. Bush (2007). "The Relationship of Salesperson Coachability, Trait Competitiveness and Leadership Style on Salesperson Performance: An Interactionist Perspective." Proceedings of the American Marketing Association Winter 2007 Educators' Conference, San Diego, California.
14. Shannahan, Kirby L.J., Rachelle J. Dupuis, Alan J. Bush, and Richard Rocco (2007). "Print vs. Television: A Cross-Media-and-Message Exploration of Advertising Effectiveness Using a High Involvement Product." Proceedings of the American Society of Business and Behavioral Sciences 2007 Conference, Las Vegas, Nevada.
13. Dupuis, Rachelle J., and Kirby L.J. Shannahan (2006). "Customer Role Conflict, Role Performance and Evaluations of Customer and Service Provider Satisfaction with a Routine Service Encounter." Proceedings of the American Marketing Association Summer 2006 Educators' Conference, Chicago, Illinois.
12. Dupuis, Rachelle J., and Kirby L.J. Shannahan (2006). "Building a Theory of Collaborative Resource Creation - A Possible Antecedent to the Resource-Advantage Theory of Competition." Proceedings of the Society for Marketing Advances 2006 Conference, Nashville, Tennessee. *[Invited for submission to Journal of Marketing Theory and Practice.]*
11. Dupuis, Rachelle J., Kirby L.J. Shannahan, Aliosha Alexandrov, and Sandipan Sen (2006). "Practitioners' Perceptions of Marketing: Implications of the Baby Boomer-Generation X Handoff for Marketing Education." Proceedings of the Society for Marketing Advances 2006 Conference, Nashville, Tennessee.
10. Dupuis, Rachelle J. and Kirby L.J. Shannahan (2006). "Independent Research: An Exploratory Look at Single Author Publications by Young Researchers in Marketing's Top Journals." AWARDED BEST PAPER for the American Society of Business and Behavioral Sciences 2006 Conference, Las Vegas, Nevada.

9. Shannahan Kirby L.J., Rachelle J. Dupuis, Alan J. Bush, and Dan Sherrell (2006). "Amateur Athletic Participation and Athlete Role Model Influence on Behavioral Intentions: An Exploratory Investigation." Proceedings of the American Society of Business and Behavioral Sciences 2006 Conference, Las Vegas, Nevada.
8. Dupuis, Rachelle J., Kirby L.J. Shannahan, and Alioshia Alexandrov (2005). "The Strategic Orientation of the Firm and its CRM Success in a B2B Context." Proceedings of the Society for Marketing Advances 2005 Conference, San Antonio, Texas.
7. Grant, E. Stephen, Kirby L.J. Shannahan, and Bram Russell (2005). "Toward Development of the GolfQUAL™ Instrument: Measuring Players Perceptions of the Golfing Experience." Proceedings of the Society for Marketing Advances 2005 Conference, San Antonio, Texas.
6. Madupu, Vivekananda, and Kirby L.J. Shannahan (2005). "Ethics of Selling Consumer Databases: Consumers' Personal Characteristics and their Disapproving Behavior." Proceedings of the Association of Marketing Theory and Practice 2005 Conference, Hilton Head, South Carolina.
5. Bush, Alan, Victoria D. Bush, Kirby L.J. Shannahan, and Rachelle J. Dupuis (2005). "Exploring the Concept of Street Credibility: Implications for Sports and Entertainment Marketing." Proceedings of the American Society of Business and Behavioral Sciences 2005 Conference, Las Vegas, Nevada.
4. Madupu, Vivekananda, Kirby L.J. Shannahan, and Rachelle J. Dupuis (2005). "Haptically Oriented Consumers: The Moderating Role of a Non-haptic Cue on Confidence, Frustration, and Intention to Purchase." Proceedings of the American Society of Business and Behavioral Sciences 2005 Conference, Las Vegas, Nevada.
3. Bush, Alan, Kirby L.J. Shannahan, Robert Bush, and Paul Clark (2004). "Why Are Female Teenagers More Susceptible to Sports Celebrities than Males? An Exploratory Investigation of Media Habits." Proceedings of the American Society of Business and Behavioral Sciences 2004 Conference, Las Vegas, Nevada.
2. Bush, Alan, Victoria D. Bush, Robert Bush, and Kirby L.J. Shannahan (2004). "An Examination into the Attitudes and Motivations of Old School versus New School Sports Fans: Implications for Relationship Marketing." Proceedings of the Sport Marketing Association 2004 Conference, Memphis, Tennessee.
1. Bush, Alan, Kirby L.J. Shannahan, Robert Bush, and Paul Clark (2004). "Why Are Female Teenagers Influenced by Sports Celebrities ?" Proceedings of the Sport Marketing Association 2004 Conference, Memphis, Tennessee.

## Research in Progress

### Manuscripts Under Review

- Lamichhane, Ashmita, Kirby L.J. Shannahan and Rachelle J. Shannahan “Salespeople Under the Gun: An Examination of Ethical Decision-making and Salesperson Performance” *Journal of Marketing Theory and Practice*
- Lamichhane, Ashmita, Kirby L.J. Shannahan and Rachelle J. Shannahan “The Moderating Role of Perceived Quota Difficulty on the Moral Judgement-Salesperson Performance Relationship” *Journal of Personal Selling & Sales Management*

### Late Stage Works in Progress

Shannahan, Rachelle J. and Kirby L.J. Shannahan “A Theory of Collaborative Resource Creation: An Antecedent to the Resource-Advantage Theory of Competition.” (Status: Final editing. Targeted Submission Date: TBD).

Shannahan, Kirby and Rachelle Shannahan. “Accountants are Sales people too: Exploring Sales Characteristics in Practicing Accountants.” (Target Journal: *Journal of Marketing Education*. Status: Gathering additional data. Targeted Submission Date: TBD).

Shannahan, R. J., Shannahan, K. L. J., Rocco, R. A., & Bush, A. J. "Targeting Consumers Actively Socialized through Organized Sport," Targeted outlet: peer-reviewed academic journal, *Sport Marketing Quarterly*. ; (Target Submission Date: TBD).

Shannahan, Rachelle J. and Kirby L. J. Shannahan “Beyond Satisfaction and Delight: Exploring the Concept of Customer Happiness.” (Target: *Journal of Services Marketing*. (Status: Revising Manuscript. Targeted Submission Date: TBD.)

### Early Stage Works in Progress

Kirby Shannahan, and Rachelle Shannahan. “Can we measure Salesperson Coachability in Practicing Accountants.”? (Target Journal: *Journal of Accounting Education*. Status: Gathering data. Targeted Submission Date: TBD.)

Shannahan, Rachelle J. and Kirby L.J. Shannahan. “Interdependence and Incrementalism as Publication Strategies: Conclusions from a 10-Year Content Analysis of Marketing’s Top Journals.” (Target Journal: *Journal of Marketing Education*. Status: Gathering additional data. Targeted Submission Date: TBD.)

## Very Early Stage Works in Progress

Shannahan, Rachelle J., Kirby L.J. Shannahan, and Richard A. Rocco “Structural Competition and Trait Competitiveness Linkages – Implications for Salesperson Recruitment, Management, and Performance” (Target: TBD; Status: early conceptualization)

Shannahan, Rachelle J., Kirby L. J. Shannahan, and Alan J. Bush, “The Concept of the Sport Socialized Consumer: Implications for Marketing Management,” (Target date: TBD; Status: early conceptualization)

Shannahan, K. L. J., Shannahan, R. J., & Bush, A. J. "The Coachable Sales Organization," Targeted outlet: peer-reviewed academic journal, *Journal of Personal Selling & Sales Management*; (Target date: TBD; Status: early conceptualization)

Shannahan, Rachelle J., Alan J. Bush, William C. Moncrief, and Kirby L.J Shannahan “Behavioral Indicators of Customer Goodness: A Qualitative Approach to Realizing Quantitative Sales Performance Results” (Target date: TBD; Status: early conceptualization)

Kirby L.J Shannahan, Alan J. Bush, and Rachelle J. Shannahan “Profiling Top Performing Salespeople” (Target: TBD; Status: early conceptualization)

## Awards (Grants, Contracts & Fellowships)

### Awards

- 2014 **James M. Comer Award for Best Contribution to Selling and Sales Management Theory** 2013 for "Making Sense of the Customer's Role in the Personal Selling Process: A Theory of Organizing and Sensemaking Perspective," published in *Journal of Personal Selling and Sales Management*, 33 (3), 261-275. Co-authored with Alan J. Bush, University of Memphis, William C. Moncrief, Texas Christian University, and Rachelle J. Shannahan, Memorial University of Newfoundland.

The **James M. Comer Award** was established in honour of the memory of Dr. James Comer. The annual award recognises the best contribution to selling and sales management theory and is voted by the Editorial Review Board and Senior Advisory Board of JPSSM. The *Journal of Personal Selling & Sales Management* publishes high-quality contributions that deal with new issues, topics, methodologies, theories, concepts, tools, models or applications in sales and selling. The aim of *JPSSM* is to increase understanding of selling and sales management, contribute to fostering education in the domain, encourage knowledge transfer between science and practice, and the identification of issues and shaping of ideas associated with sales and selling as a

company's single most important revenue-generating function. **Previous winners of this award include the following distinguished professors of marketing in universities throughout the United States and Europe: Tom Ingram; Raymond LaForge; David Cravens; Jessica Ogilvie; Greg W. Marshall; Adam Rapp; Keith Richards; Ad de Jong; Nick Lee; Nick Panagopoulo; and Douglas Hughes.**

- 2014 The University of Memphis, Fogelman College of Business and Economics, 2013 **Outstanding Paper Award, First Place Conceptual/Theoretical Category** for "Making Sense of the Customer's Role in the Personal Selling Process: A Theory of Organizing and Sensemaking Perspective," published in *Journal of Personal Selling and Sales Management*, 33 (3), 261-275. Co-authored with Alan J. Bush, University of Memphis, William C. Moncrief, Texas Christian University, and Rachelle J. Shannahan, Memorial University of Newfoundland.
- 2014 The University of Memphis, Fogelman College of Business and Economics, 2013 **Outstanding Paper Awards, First Place Empirical Category** for "Are Your Salespeople Coachable? How Salesperson Coachability Enhances Sales Performance," published in *Journal of the Academy of Marketing Science*, 41(1), 40-54. Co-authored with Rachelle J. Shannahan, Memorial University of Newfoundland, and Alan J. Bush, University of Memphis
- 2006 **Winner of the American Marketing Association (AMA) Direct Selling Educational Foundation (DSEF) dissertation competition** The title of my dissertation was "The Relationship of Salesperson Coachability, Trait Competitiveness, and Leadership Style on Salesperson Performance: An Interactionist Perspective". I was awarded this honor from AMA that included US national recognition from Ph.d granting schools, research grant and attendance to the annual conference to display my research. I consider this a huge accomplishment and a testament of my research capabilities.
- 2006 **Best Paper Award**, American Society of Business and Behavioral Sciences 2006 Conference, Las Vegas, Nevada.
- 2005 Society for Marketing Advances Doctoral Consortium Fellow.
- 2005 Graduate Student Research Award (Runner-up), University of Memphis, Memphis, Tennessee, US



## **Grants**

### **External Funding**

- 2014                      In the Fall of 2014 I gained research fund-seeking experience from working with Dr. Rachelle Shannahan, Faculty of Business Administration, on a market assessment for Natural Sciences and Engineering Research Council of Canada (NSERC) Research Project: Sensing System for Detection Tracking of Oil in Marine Waters in Harsh Climates: Principal Investigators (PIs): Dr. Christina Bottaro (Chemistry), Dr. Erika Merschrod (Chemistry), Dr. Kelly Hawboldt (Engineering); Project Manager: Dr. Carlos Bazan, Major Research Partnerships, Office of Collaborations & Partnerships Memorial University of Newfoundland. Dr. Shannahan and I were recruited through the Genesis Centre to provide an assessment of the current marketing environment so that the PIs could determine the current market potential for their technology and thus determine the next best steps for their research program.
- 2013                      I became part of a multi-disciplinary research team led by Dr. Andrew Smith MEng, MD CCFP (EM), Assistant Professor, Discipline of Emergency Medicine, Memorial University of Newfoundland. The team was working on a project focusing on problems in the areas of telemedicine and emergency healthcare. Dr. Rachelle Shannahan and I were recruited by the research project team lead to assist the team from a services marketing and commercialization perspective. The letter of intent for an ACOA Atlantic Innovation Fund (AIF) Proposal submitted in August 2013 was accepted. The full proposal - Applications in Point of Care Ultrasound (approximate proposal value \$1.8 million) - was prepared for ACOA in November 2013 by Dr. Andrew Smith (Faculty of Medicine), Dr. Peter McGuire (C-Core), Dr. Adam Dubrowski (Faculty of Medicine), and Dr. Rachelle Shannahan (Faculty of Business Administration). Though the bid was unsuccessful (the biggest limitation was our lack of an industry partner) we were informed that our proposal was “the best written that didn't get funded”.

## **Internal Funding (\$66,740)**

2009	Memorial University, Faculty of Business Administration and Research Development Corporation (RDC) Research Grant <b>(\$8,000; Research Support)</b> .
2006 (Fall)	University of New Brunswick, Faculty Development Fund Grant <b>(\$18,000; Research support)</b> . UNB Faculty of Business Administration, Fredericton, NB.
2007 (Spring)	University of New Brunswick, Faculty Development Fund Grant <b>(\$3,720; Washington, DC, Conference Support)</b> . UNB Faculty of Business Administration, Fredericton, NB.
2008 (Fall)	University of New Brunswick, Faculty Development Fund Grant <b>(\$5,020; Las Vegas Conference Support)</b> . UNB Faculty of Business Administration, Fredericton, NB.
2005-2006	University of Memphis. Fogelman College of Business and Economics, Department of Marketing and Supply Chain Management Research Grant <b>(\$12,000 USD)</b> Memphis, Tennessee.
2004-2005	University of Memphis. Fogelman College of Business and Economics, Department of Marketing and Supply Chain Management Research Grant <b>(\$12,000 USD)</b> Memphis, Tennessee.
2003-2004	University of Memphis. Fogelman College of Business and Economics, Department of Marketing and Supply Chain Management Research Grant <b>(\$8,000 USD)</b> Memphis, Tennessee.

## **Membership and Active Involvement in Professional and Learned Societies:**

### Professional Affiliations:

Academy of Marketing Science  
American Marketing Association  
Society for Marketing Advances  
Association for Marketing Theory and Practice  
American Academy of Advertising  
Sports Marketing Association

## **TEACHING (Dissemination of Knowledge)**

### **Courses Taught for Memorial University of Newfoundland:**

<i>Term</i>	<i>Course #</i>	<i>Course Name</i>	<i>(Section); Enrolment</i>	<i>Campus</i>
2024 WI	BUSI 4217	Professional Selling	28	MUN
2024 WI	BUSI 2205	Marketing	40	MUN
2024 WI	BUSI 2205	Marketing	80	MUN
2023 FA	BUSI 2205	Marketing	84	MUN
2023 FA	BUSI 2205	Marketing Tactics	84	MUN
2023 WI	BUSI 2210	Marketing Tactics	78	MUN
2023 WI	BUSI 2210	Professional Selling	64	MUN
2023 WI	BUSI 5217	Professional Selling	36	MUN
2022 WI	BUSI 5217	Marketing Tactics	40	MUN
2022 WI	BUSI 2210	Sales force Management	84	MUN
2022 FA	BUSI 6217	Marketing Strategy	30	MUN
2022 FA	BUSI 1210	Marketing Strategy	85	MUN
2022FA	BUSI 1210	Marketing Strategy	85	MUN
2021 FA	BUSI 1210	Marketing Strategy	85	MUN
2021 FA	BUSI 1210	Marketing Communications	85	MUN
2021 FA	BUSI 5210	Marketing Tactics	45	MUN
2021 WI	BUSI 2210	Professional Selling	(R01) 85	MUN
2021 WI	BUSI 5217	Marketing Tactics	(R01) 255	MUN
2020 FA	BUSI 2210	Marketing Strategy (3 Sections)	(001) 5	MUN
2020 FA	BUSI 1210	Sales	(001) 25	MUN
2020 WI	MBA 9038	Salesforce Management	(001) 85	MUN
2020 WI	BUSI 6217	Marketing Tactics	(001) 85	MUN
2020 WI	BUSI 2210	Marketing Strategy	(001) 85	MUN
2019 FA	BUSI 1210	Marketing Strategy	(001) 35	MUN
2019 FA	BUSI 1210	Professional Selling	(001) 17	MUN
2019 FA	BUSI 5217	Salesforce Management	(001) 38	MUN
2019 WI	BUSI 6217	Professional Selling	(002) 84	MUN
2019 WI	BUSI 5217	Marketing Tactics	(002) 64	MUN
2019WI	BUSI 2210	Marketing Strategy	(001) 64	MUN
2018 FA	BUSI 1210	Marketing Strategy	(001) 36	MUN
2018 FA	BUSI 1210	Professional Selling	(004) 50	MUN
2018 WI	BUSI 5217	Marketing Tactics	(003) 55	MUN
2018 WI	BUSI 2210	Marketing Tactics	(001) 57	MUN
2018 WI	BUSI 2210	Marketing Strategy	(001) 12	MUN
2017 FA	BUSI 1210	International Marketing	(004) 51	MUN
2017 FA	MBA 9005	Marketing Tactics	(003) 57	MUN
2017 WI	BUSI 2210	Marketing Tactics	(001) 57	MUN
2017 WI	BUSI 2210	Marketing Strategy	(001) 28	MUN

<i>Term</i>	<i>Course #</i>	<i>Course Name</i>	<i>(Section); Enrolment</i>	<i>Campus</i>
2016 FA	BUSI 1210	Professional Selling	(001) 18	MUN
2016 FA	BUSI 5217	International Marketing	(001) 12	MUN
2016 FA	MBA 9005	International Marketing	(056) 58	MUN
2016 WI	MBA 9005	Marketing Tactics	(003) 57	MUN
2016 WI	BUSI 2210	Marketing Tactics	(004) 51	MUN
2016 WI	BUSI 2210	Marketing Tactics	(001) 30	MUN
2016 WI	BUSI 2210	Professional Selling	(001) 54	MUN
2015 FA	BUSI 5217	Marketing Strategy	(001) 14	MUN
2015 FA	BUSI 1210	International Marketing	(001) 59	MUN
2015 WI	MBA 9005	Marketing Strategy	(001) 60	MUN
2014 FA	BUSI 1210	Marketing Strategy	(001) 15	MUN
2014 FA	BUSI 1210	International Marketing	(001) 32	MUN
2014WI	MBA 9005	Professional Selling	(002) 60	MUN
2014WI	BUSI 5217	Marketing Strategy	(001) 56	MUN
2013FA	BUSI 1210	Marketing Strategy	(001) 50	MUN
2013FA	BUSI 1210	Marketing Strategy	(001) 35	MUN
2013 WI	BUSI 1210	Professional Selling	(003) 17	MUN
2013 WI	BUSI 5217	International Marketing	(002) 60	MUN
2013WI	MBA 9005	Intro to Marketing strategy	(001) 58	MUN
2012FA	BUSI 1210	Introduction to Marketing Strategy	(001); 22	MUN
2012FA	BUSI 1210	International Marketing	(001); 30	MUN
2012 WI	BUSI 7230	Professional Selling	(001); 30	MUN
2012 WI	BUSI 5217	Services Marketing	(001); 20	MUN
2011 FA	BUSI 6217	Professional Selling	(001); 25	MUN
2011 FA	BUSI 5217	International Marketing	(001); 29	MUN
2011 FA	MBA 9005	Professional Selling	(001); 32	
2011 WI	BUSI 5217	Marketing Research	(001); 15	
2010 FA	BUSI 5220	Salesforce Management	(003); 51	
2010 FA	BUSI 6217	Introduction to Marketing Strategy		
2009 FA	BUSI 1210			
2009 FA	BUSI 1210	Introduction to Marketing Strategy	(004); 51	MUN
2009 FA	BUSI 1210	Introduction to Marketing Strategy	(056); 41	MUN
2009 FA	BUSI 6220	Professional Selling & Sales Management	(001); 25	MUN

### **Courses Taught for the University of New Brunswick:**

<i>Term</i>	<i>Course #</i>	<i>Course Name</i>	<i>(Section); Enrolment</i>	<i>Campus</i>
2008 IN	ADM 2313	Principles of Marketing	(E1); 16	UNBF
2008 IN	ADM 3315	Marketing Management	(E1); 6	UNBF
2008 IN	ADM 4316	Professional Selling	(E1); 9	UNBF

<i>Term</i>	<i>Course #</i>	<i>Course Name</i>	<i>(Section); Enrolment</i>	<i>Campus</i>
2008 IN	ADM 4345	Integrated Marketing Communications	(E1); 11	UNBF
2008 WI	ADM 4316	Professional Selling	(1B); 39	TR
2008 WI	ADM 4345	Integrated Marketing Communications	(1B); 22	TR
2007 FA	ADM 2313	Principles of Marketing	(1A); 41	UNBF
2007 FA	ADM 3345	Marketing Research	(1A); 29	UNBF
2007 FA	ADM 4315	Salesforce Management	(1A); 40	UNBF
2007 IS	ADM 2313	Principles of Marketing	(E1); 10	UNBF
2007 IS	ADM 4316	Professional Selling	(E1); 19	UNBF
2007 IS	MBA 6339	Integrated Marketing Communications	(KV01)	Kiev
2007 WI	ADM 2313	Principles of Marketing	(3B); 39	UNBF
2007 WI	ADM 4345	Integrated Marketing Communications	(1B); 22	UNBF
2007 WI	MBA 6339	Integrated Marketing Communications	(1B); 11	UNBF
2006 FA	MBA 6303	Marketing Theory & Strategy	(1A); 23	UNBF
2006 WI	ADM 4315	Salesforce Management ( <i>Mar.6-Apr.15</i> )	(1B); 33	TR
2006 WI	ADM 4355	Global Marketing ( <i>Mar.6-Apr.15</i> )	(1B); 19	TR
2003 WI	BA 2303	Principles of Marketing	(1B); 23	SJ
2003 WI	BA 2303	Principles of Marketing	(2B); 27	SJ
2003 WI	BA 3304	Marketing Management	(2B); 37	SJ
2003 WI	BA 3339	Marketing Communications	(0B); 24	SJ
2002 FA	BA 3328	Consumer Behavior	(0A); 38	SJ
2002 FA	BA 3371	Marketing of Services	(0A); 44	SJ
2002 FA	BA 4398	International Marketing	(0A); 19	SJ
2002 WI	BA2303	Principles of Marketing	(1A);40	SJ
2002 WI	BA 2303	Principles of Marketing	(1A); 40	SJ

### **Courses Taught for the University of Memphis:**

<i>Term</i>		<i>Course Name</i>	<i>Campus</i>
2005 SS	MKTG 3010	Principles of Marketing	Memphis
2005 FA	MKTG 3012	Consumer Behavior	Memphis

### **Development of New Courses Memorial University:**

2009-2010 BUSI 7218 – Customer Relationship Management (*developed & taught*).  
2009-2010 BUSI 6217 – Salesforce Management (*developed & taught*).  
2009-2010 BUSI 5217 – Professional Selling (*developed & taught*).

### **Development of New Courses at UNB:**

2008 (Jan.) ADM 4317 – Customer Relationship Management (*developed & taught*).  
2008 (Jan.) ADM 3316 – Services Marketing and Management (*developed & taught*).  
2007 (Jan.) ADM 4316 – Professional Selling (*developed & taught*).

**Direction/Supervision of Research Studies:**  
**Undergraduate at Memorial University**

Russel Noseworthy, Aaron Hull, Rachel Hiscock, Lauren Courage, Miguel Santos, Ty Exley, James Power, Jacob Chafe, Abygayle Hefferman and Brooklyn Williams.  
Marketing Communications Audit and Analysis for Hockey Newfoundland. Summer 2023. - This secondary data research project involves completing an internal and external Marketing environmental analysis for a non-profit organization (Hockey Newfoundland-HNL) in Newfoundland and Labrador with the end goal of developing a Marketing Communications Plan for the organization. As part of this analysis, the team (Six undergraduate students) will conduct secondary research to complete a full internal and external market environmental analysis of HNL. This will then be followed by an external marketing environmental analysis of other provincial hockey organizations across Canada. As well, they will be reviewing other non-profit organizations for best practices. Some of these organizations may include Rugby Canada. Canadian Soccer Association, Canadian Cancer association. This will include economic, cultural, market audit analysis of these organizations. This information will be essential to guide the partner (HNL) with obtaining their goals and objectives.

Jessica Briggs. Red Oak Catering: An Online Marketing Re-Brand. Winter 2010.

**Direction/Supervision of Research Studies:**

**Graduate Studies at MUN:**

**Russell Noseworthy**  
**Brooklyn Williams**  
**Abigayle Chafe**  
**Rachel Hiscock**  
**Miguel Santos**  
**Aran Hull**  
**Lauren Courage**  
**Jacob Chafe**  
**Taj Exley**  
**James Power**

Surprising **10 Faculty of Business Administration undergraduate students** on a 3-credit hour experiential engaged directed course on the following:

This secondary data research project involves completing an internal and external Marketing Environmental Analysis for non-profit organization Hockey Newfoundland (HNL) in Newfoundland and Labrador with the end goal of developing a Marketing Communications Plan for the organization.

As part of this analysis, students will conduct secondary research to complete full internal and external market environmental analyses of HNL. This will then be followed by an external marketing environmental analysis of other provincial hockey organizations across Canada. Students will also be reviewing other non-profit organizations for best practices. Some of these organizations may include Rugby Canada, Canadian Soccer Association, and Canadian Cancer Association. This will include economic, cultural, market audit analysis of these organizations. This information will be essential to guide the HNL in reaching their goals and objectives.

Ashmita Lamichhane. *The concept of perceived quota difficulty and its relevance to ethical decision making and sales performance*. Master of Science Graduate Thesis. (2022-2019).

Anmoldeep Kaur. International Marketing study for Export marketing to Italy. Undergraduate Research Project. (Winter 2021)

Christian Roy. International Marketing study for Export marketing to Russia. Undergraduate Research Project. (Winter 2021)

Holly Hill. Sales Related professions. MBA Research Project. (Winter 2020)

Courtney Sacuta. Market Related issues with sales industry. MBA Research Project. (Winter 2020)

Courtney Sacuta. Economic impact of Sales related jobs in Newfoundland. MBA Research Project. (Fall 2019)

Holly Hill. Sales Skills and how they are needed in Atlantic Canada. MBA Research Project. (Fall 2019)

Al-Qashlan, Abdallah. Market opportunity analysis of the greater St. John's market for the Hospitality and Restaurant industry. (Fall 2018)

Matthew Garvin. Market opportunity analysis of the greater St. John's market for the Hospitality and Restaurant industry. MBA Research Project. (Fall 2018)

Vaishal Shah. Economic assessment of the Restaurant Industry in Newfoundland. MBA Research Project. (Fall 2018)

Samantha Murphy. Empirical review of sales processes in start-up enterprises. Masters of

Science Thesis. (Spring/Summer2018.)

Vaishal Shah. Coachability and its impact on team selling performance. MBA Research Project. (Spring/Summer 2018.)

Hillary Wicks. Retailing in Hospitals. Finding marketing based solution. MBA Research Project. Winter 2018

Janine Scott. Retailing in Hospitals. Finding marketing based solution. MBA Research Project. Winter 2018

Loan Hong. Retailing in Hospitals. Finding a marketing based solution. MBA Research Project. Winter 2018

Krista Collins. Product brand image and Newfoundlands Seal Industry. MBA Research Project. Winter 2017

Kevin Connolly. Marketing and manufacturing spinoff products from the sealing industry. MBA Research Project. Winter 2017

Manh Luong Dinh. Market opportunity analysis for fish based health products. MBA Research Project. Winter 2017

Matthew Garvin. Developing an export marketing plan for a troubled industry. MBA Research Project. Winter 2017

Matthew Wernette. Market assessment of the seal industry. Where it is, where is it going? MBA Research Project. Winter 2017

### **Graduate Studies at UNB:**

*Janice Campbell.* Initiating Wellness based programs with the Workplace. Winter 2008 to 2009. Interdisciplinary **PhD program. Supervisory Committee Member.**

*Ashley MacAllister.* Factors That Influence Female Student Athletes' Choice of College or University. Fall 2008. MBA Independent Study/Research Project.

*Chris Gosse.* The Characteristics and Motivations of Planning and Event Time Volunteers. Winter 2008. Master of Arts in Sport and Recreation Management Thesis. Examiner Committee.

### **Undergraduate Studies at UNB:**

*Blaine Wilson.* Niche Marketing: Organic Segmentation within the Fredericton Market. Spring/Summer 2008. Undergraduate Independent Study.



*Beth Nugent.* Applications of CRM. Winter 2008. Undergraduate Independent Study.

*Peter Hickey.* Customer Lifetime Value: Implications for CRM. Winter 2008. Undergraduate Independent Study.

## **Direction/Supervision of Competitions:**

### **University of New Brunswick:**

#### *2009 Canada's Next Top Ad Executive Competition:*

Coached the 1<sup>st</sup> and 2<sup>nd</sup> place teams for the 2009 Canada's Next Top Ad Executive competition: 1<sup>st</sup> place team (two members) each won a Volkswagen Golf and full time employment with one of Canada's top marketing firms. 2<sup>nd</sup> place team won a cash prize and a four-month work term with a marketing firm. This was the first time in the competitions 20-year history that a team from Atlantic Canada placed in the top 5. This is an annual advertising completion that is attended by University teams from across Canada. More information about the competition can be found at: <http://topadexec.com/>

## **Memorial University of Newfoundland:**

*2023 Canada's Next Top Ad Executive Competition:*  
Coached one team from MUN

*2022 Canada's Next Top Ad Executive Competition:*  
Coached one team from MUN

*2021 Canada's Next Top Ad Executive Competition:*  
Coached one team from MUN

*2020 Canada's Next Top Ad Executive Competition:*  
Coached one team from MUN

*2019 Canada's Next Top Ad Executive Competition:*  
Coached one team from MUN

*2018 Canada's Next Top Ad Executive Competition:*  
Coached one team from MUN

*2017 Canada's Next Top Ad Executive Competition:*  
Coached two teams from MUN

*2015 Canada's Next Top Ad Executive Competition:*  
Coached one team from MUN

*2014 Canada's Next Top Ad Executive Competition:*  
Coached two teams from MUN

*2012 Canada's Next Top Ad Executive Competition:*  
Coached one MUN team  
Team reached the FINAL TEN

*2011 Canada's Next Top Ad Executive Competition:*  
Coached three teams from MUN

*2010 Canada's Next Top Ad Executive Competition:*  
Coached two teams from MUN

## **Awards (Grants, Contracts & Fellowships) or Honours for Teaching:**

### Awards:

- 2023 **Patten Family Teaching Fellowship** for 2023-2024. Dr. Shannahan was awarded \$2500.00 for teaching enhancement and to research new techniques at three different teaching seminars/conferences that would be implemented in my marketing courses.
- 2018 **Patten Family Teaching Fellowship** for 2017-2018. Dr. Shannahan was awarded \$2500.00 for teaching enhancement and to research new techniques that would be implemented in my marketing courses.

- 2017 **Dean's Award (Faculty Of Business Administration) for Teaching Excellence**  
2017 - **Deans Award for Excellence in Teaching.** The Dean of the Faculty of Business Administration gives this award to nominees that demonstrate either sustained superior performance or significant continuous improvement in their teaching over a minimum of period of three academic years in the FBA. They include:
- Teaching effectiveness includes excellence in the classroom or in distance or web-based teaching.
  - Teaching innovation includes the development of new and effective teaching methods, the development of computer software, teaching aids, or new technology to aid in teaching and learning.
  - Teaching scholarship and leadership includes scholarly publications on teaching, publication of textbooks or teaching manuals, or the development of activities that promote teaching and learning.
- Dr. Shannahan's was the recipient of 2017 **Deans Award for Excellence in Teaching.** His approach to teaching is recognized by his colleagues as innovative and impactful. His is a dedicated teacher whose goal is to make learning fun so that students love the subject, see its relevance in practice, and have the confidence to use the practical tools learned in the classroom.
- 2001 Nominated for the **Alan P. Stuart Excellence in Teaching Award,** University of New Brunswick, Fredericton, NB. The Allan P. Stuart Memorial Award for Excellence in Teaching recognizes outstanding teaching on the basis of nominations from students and faculty members at UNB.

## **SERVICE**

### **Service to the Marketing Discipline: Journals**

Present - 2010 Editorial Review Board for Marketing Education Review.

Present - 2010 Ad-Hoc Reviewer for Journal of the Academy of Marketing Science.

Present - 2011 Ad-Hoc Reviewer for Journal of Personal Selling and Sales Management.

### **Grants**

2024 – SSHRC Insight Grant Proposal Reviewer

2023 – SSHRC Insight Grant Proposal Reviewer

2022 – SSHRC Insight Grant Proposal Reviewer

2021 – SSHRC Insight Grant Proposal Reviewer

2020 – SSHRC Insight Grant Proposal Reviewer

2019 – SSHRC Insight Grant Proposal Reviewer

2018 – SSHRC Insight Grant Proposal Reviewer

2017 – SSHRC Insight Grant Proposal Reviewer

2016– SSHRC Insight Grant Proposal Reviewer

2015– SSHRC Insight Grant Proposal Reviewer

### **Conferences and Journals**

2023                      Invited Reviewer for *Academy of Marketing Science* (AMS) Mary Kay  
Doctoral Dissertation Competition, 2023 (empirical, original research).

2022                      Invited Speaker – Advancing Sales Education and Research in Canadian  
Universities - National Conference, Toronto, On, May 2022.  
<https://www.torontomu.ca/tedrogersschool/trlc/advancing-sales-education-research/program/>

2022                      Invited Reviewer for *Academy of Marketing Science* (AMS) Mary Kay

	Doctoral Dissertation Competition, 2022 (empirical, original research)
2022	Invited Reviewer, “Personal Selling and Sales Management Track”, <i>Society for Marketing Advances Fall Conference</i> , 2021; academic peer reviewed conference.
2021	Invited Reviewer, “Personal Selling and Sales Management Track”, <i>Society for Marketing Advances Fall Conference</i> , 2021; academic peer reviewed conference.
2020	Invited Reviewer, “Personal Selling and Sales Management Track”, <i>Society for Marketing Advances Fall Conference</i> , 2020; academic peer reviewed conference.
2018	Invited Reviewer, “Personal Selling and Sales Management Track”, <i>Society for Marketing Advances Fall Conference</i> , 2018; academic peer reviewed conference, West Palm Beach, Florida
2018	Invited Reviewer, “Sales Management Track”, <i>American Marketing Association Summer Educator’s Conference</i> , 2018; academic peer reviewed conference, Washington, D.C
2017	Invited Reviewer, “Marketing Research Track”, <i>American Marketing Association Summer Educator’s Conference</i> , 2017; academic peer reviewed conference, Chicago, IL
2017-	Invited Reviewer, “Personal Selling and Sales Management Track”, <i>Society for Marketing Advances Fall Conference</i> , 2017; academic peer reviewed conference, Louisville, KY
2017	Invited Reviewer, “Sales, Sales Management, and Front-line Employee Issues Track” for <i>American Marketing Association Summer Conference</i> , 2017, academic peer-reviewed conference, San Diego, CA
2016	Invited Reviewer, “Personal Selling and Sales Management Track”, <i>Society for Marketing Advances Fall Conference</i> , 2016; academic peer-reviewed conference, Atlanta, Georgia
2016	Invited Reviewer, “Marketing Research Track”, <i>American Marketing Association Winter Educator’s Conference</i> , 2016; academic peer reviewed conference, Tucson, Arizona
2015	Invited Reviewer, “Personal Selling and Sales Management Track”, <i>American Marketing Association, Summer 2015 Annual Conference</i> , academic peer reviewed conference, Chicago, IL

2014 (Fall)	Invited Reviewer, “Personal selling and Sales Management Track” <i>Society for Marketing Advances, Fall 2014 Annual Conference</i> , academic peer reviewed conference, San Antonio, TX
2013 (Fall)	Invited Reviewer, “Personal Selling and Sales Management Track” <i>Society for Marketing Advances, Fall 2013 Annual Conference</i> , academic peer reviewed conference, Hilton Head, SC
2012 (Fall)	<b>Track Chair</b> , Marketing, “Current Issues in Canada” <i>Society for Marketing Advances, Fall 2012 Annual Conference</i> , academic peer-reviewed conference, Orlando, Florida.
2011 (Fall)	<b>Track Co-Chair</b> , “Branding and Product Management Track” for <i>Society for Marketing Advances Fall 2011 Conference</i> , academic peer-reviewed conference, Memphis, Tennessee.
2010 (Fall)	Invited Reviewer, “Global and Cross-Cultural Marketing Issues Track” for <i>Society for Marketing Advances Fall 2011 Conference</i> , academic peer-reviewed conference, Memphis, Tennessee.
2010 (Fall)	<b>Session Chair</b> , “Global and Cross-Cultural Marketing Issues Track” for <i>Society for Marketing Advances Fall 2011 Conference</i> , academic peer-reviewed conference, Memphis, Tennessee.
2009 (Fall)	<b>Track Chair</b> , Marketing “Current Issues in Canada” for <i>Society for Marketing Advances, Fall 2010 Annual Conference</i> , academic peer-reviewed conference, Atlanta, Georgia.
2009 (Fall)	Invited Reviewer, “Services Marketing Track” for <i>Society for Marketing Advances, Fall 2010 Annual Conference</i> , academic peer-reviewed conference, Atlanta, Georgia.
2009	Session Chair “Services Marketing Track” for <i>Society for Marketing Advances, Fall 2010 Annual Conference</i> , academic peer-reviewed conference Atlanta, Georgia.
2009	Invited Discussant, “Current Issues in Canada” for <i>Society for Marketing Advances, Fall 2010 Annual Conference</i> , academic peer-reviewed conference, Atlanta, Georgia.
2009 (Fall)	Invited Reviewer, “Marketing Track” for <i>Atlantic Schools of Business Fall 2009 Annual Conference</i> , Antigonish, NS
2008 (Fall)	Track Chair, Marketing “Current Issues in Canada” for <i>Society for</i>

- 2008 (Fall) *Marketing Advances, Fall 2009 Annual Conference*, academic peer-reviewed conference, New Orleans, Louisiana.  
Invited Discussant, “Current Issues in Canada” for *Society for Marketing Advances, Fall 2009 Annual Conference*, academic peer-reviewed conference, New Orleans, Louisiana.
- 2007 (Fall) Track Chair Marketing “Current Issues in Canada” for *Society for Marketing Advances, Fall 2008 Annual Conference*, academic peer-reviewed conference, St. Petersburg, FL
- 2007 (Fall) Invited Discussant & Reviewer, “Marketing Research Track” for *Society for Marketing Advances, Fall 2008 Annual Conference*, academic peer-reviewed conference, St. Petersburg, FL
- 2007 (Fall) Invited Discussant, “Sales and Sales Management Session” for *Society of Marketing Advances Fall 2007 Educators’ Conference*, academic peer-reviewed conference, San Antonio, Texas.
- 2007 (Fall) Invited Reviewer, “Marketing Research Track” for *Society for Marketing Advances Fall 2007 Annual Conference*, academic peer-reviewed conference, San Antonio, TX
- 2007 (Summer) Invited Discussant, “Consumer Behavior Marketing Track” for *American Marketing Association Summer 2007 Educators’ Conference*, academic peer-reviewed conference, Washington, D.C.
- 2006 (Winter) Invited Discussant, “Brand Cultural Session, Branding and Communications Track” at *American Marketing Association Winter 2006 Educators’ Conference*, academic peer-reviewed conference, Tampa, Florida.
- 2006 (Summer) Invited Discussant, “Global Marketing Session, Global Marketing and E-Technology Track” for *American Marketing Association Summer 2006 Educators’ Conference*, academic peer-reviewed conference, Chicago, Illinois.
- 2006 (Summer) Invited Discussant, “Sales Force Control Issues Session, Sales Force Management Track” for *American Marketing Association Summer 2006 Educators’ Conference*, academic peer-reviewed conference, Chicago, Illinois
- 2006 Invited Reviewer, “Business Strategy Track” for *Society for Marketing Advances 2006 Annual Conference*, academic peer-reviewed conference, Nashville, TN



2004                      Invited Session Chair & Discussant, *Sport Marketing Association Annual Conference*, academic peer-reviewed conference, Memphis, TN.

### **Service to the Memorial University (Senate Committees)**

2023 - Present	Elected Senator for Memorial University Senate
2012 - Present	Member of the Senate Committee for Honorary Degrees and Ceremonial, Memorial University Senate
Spring 2021 - Present	Member of the Senate Committee for Research, Memorial University Senate
Fall 2021- 2016	Member of the Senate Committee on Undergraduate Studies (SUGS), Memorial University Senate

### **Service to the Memorial University (Faculty of Business Administration)**

Spring 2024-present	<b>Search Committee for Associate Dean of Undergraduate position</b> , Faculty of Business Administration
Fall 2023- present	<b>Search Committee for Social Enterprise academic position</b> , Faculty of Business Administration
Fall 2023- present	<b>Search Committee for Supply Chain and Operations Management academic position</b> , Faculty of Business Administration
Winter 2023- present	<b>Search Committee for Supply Chain and Operations Management academic position</b> , Faculty of Business Administration
Winter 2023- present	<b>Search Committee for Finance academic position</b> , Faculty of Business Administration
Fall 2022 – 2023	<b>Search committee for Term Appointments</b> , Faculty of Business Administration
Fall 2022 – Present	<b>Secretary of Faculty Council</b> , Faculty of Business Administration
Fall 2021- Present	<b>Chair of the Promotions and Tenure Committee</b> , Faculty of

	Business Administration
Spring 2021– 2018	Research Committee, Faculty of Business Administration
Fall 2019 – 2016	<b>Secretary of Faculty Council</b> , Faculty of Business Administration
Fall 2019 – 2015	<b>Chair</b> , Faculty of Business Administration Nominations Committee
Present – 2009	<b>Chair</b> , Faculty of Business Administration Social Committee
Present – 2009	Faculty advisor to Memorial University of Newfoundland Marketing Association (MUNMA)
2017 – 2018	<b>Chair, Committee for Undergraduate Studies (CUGS)</b> , Faculty of Business Administration
2016 – 2017	<b>Chair, Committee for Undergraduate Studies (CUGS)</b> , Faculty of Business Administration
2018- 2019	Member of the Promotions and Tenure Committee, Faculty of Business Administration
2017- 2018	Member of the Promotions and Tenure Committee, Faculty of Business Administration
2016- 2017	Member of the Promotions and Tenure Committee, Faculty of Business Administration
2017-2018	<b>Chair, Search Committee for Labour Relations</b> , Faculty of Business Administration
2017 – 2018	Member of the Faculty of Business Administration Advisory Board
2016- 2017	<b>Member of the Search Committee for Dean</b> , Faculty of Business Administration
2016 (Winter)	<b>Chair Faculty Forum</b> , Faculty of Business Administration
2016- 2017	<b>Chair, Search Committee, Information Systems</b> , Faculty of Business Administration
2016 – 2017	Member of the Enactus Memorial Launch Pad Advisory Board

2015 – 2016	Member of the Faculty of Business Administration Information Systems Search Committee
2014 – 2015	Member of the Faculty of Business Administration Advisory Board
2014 – 2015	Member of the Enactus Memorial Launch Pad Advisory Board
2014 – 2015	Member of the <b>AIESEC</b> Memorial advisory board member
2013 – 2014	Member of the <b>AIESEC</b> Memorial advisory board member
2013 – 2014	Member of the Faculty of Business Administration Nominations committee
2012 – 2013	Member of the Faculty of Business Administration Advisory Board
2012- 2013	Member of the Faculty of Business Administration <b>Associate Dean Research Search committee</b>
2011 – 2012	Member of the Faculty of Business Administration Advisory Board
2010 – 2011	Member of the Faculty of Business Administration Advisory Board
2009 – 2010	Member of the Faculty of Business Administration Advisory Board

### **Service to the University of New Brunswick:**

2009 (July) – 2007 (Sept.)	<b>Faculty Research Seminar Coordinator</b> , Faculty of Business Administration, UNBF.
2009 (July) – 2007 (Apr.)	<b>Area Coordinator-</b> Marketing & Strategy, Faculty of Business Administration, UNBF.
2007 (July) – 2009 (Aug.)	Faculty advisor to UNB Marketing Students Association (UNBMSA)

### **Committees:**

2009 (July) – 2007 (Sept.)	Annual Research Awards Committee, Faculty of Business
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Administration, UNBF.

2008 (Sep.) – 2007 (May) Faculty Board Member, Graduate Student Association Alden Nowlan House, UNBF.

2009 (July) – 2007 (June) Member, Senate Advisory Committee on Intercollegiate Athletics, UNBF.

2007 (Sep.) – 2006 (Jul.) **Member, Faculty Development Fund Committee, UNBF.**

### **Service Outside of the University of Scholarly or Academic Significance:**

#### Service to the Discipline:

Present – 2009 (Sep.) Board Member, Society for Marketing Advances 50<sup>th</sup> Anniversary celebrations committee Fall 2012.

2009 – 2007 (Apr.) Board Member, American Marketing Association Sales SIG Group.

Present – 2006 (Sep.) Chair and Ranking Board Member, Society for Marketing Advances Elvis SIG Group.

#### Service to the Community:

2023-2024 Director of Operations, U16 AAA Privateers – Hockey Newfoundland Minor Hockey Team.

2023-2024 Director of Operations, U15 AAA Centurions DJHL Minor Hockey Team.

2022-2023 Director of Operations, U13 AAA Eastern Knights – Hockey Newfoundland Minor Hockey Team.

Present- 2019 Member of the Board of Governors for Avalon Celtics Minor Hockey Association, St. John's, Newfoundland. I am currently the role of Secretary for the 20-member board.

2021- 2016 Member of the Board of Governors for St. Bonaventure's College,

(K-12, Private Catholic School), St. John's, Newfoundland. I am currently the role of Secretary for the 16-member board.

- 2020 - 2018      Presidents hiring committee for St. Bonaventure's College, (K-12, Private Catholic School), St. John's, Newfoundland
- 2010-2018      Knights of Columbus EP Roach 4th degree Assembly, role of Captain. St. John's Newfoundland
- 2009 – 2008      Board Member (Director), Fredericton Direct Charge COOP, Fredericton, New Brunswick.




Senate | Secretary of Senate

PO Box 4200  
St. John's, NL A1C 5S7  
Tel: 709 864 8867  
[www.mun.ca/senate](http://www.mun.ca/senate)

MEMORANDUM

August 21, 2024

TO: Members of Senate and Members of Senate Standing Committees

FROM: Dr. Lee Ann McKivor, University Registrar and Interim Secretary of Senate 

SUBJECT: Request for Topics for November 2024 Special Session of Senate – University Planning and Budget Committee

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In accordance with the Senate bylaws:

**§VIII.M.3(d)** The [University Planning and Budget Committee] will recommend to Senate topics of strategic interest for special meetings to be held in the fall and spring of each year.

At the request of the University Planning and Budget Committee (the “Committee”), this memo is to inform you that the solicitation of topics for the November meeting of Senate has now begun. The Committee has worked over the past year to develop new methods for the selection of special topics and has provided the following survey link for Members of Senate and its Standing Committees to use in submitting recommendations:

[https://mun.az1.qualtrics.com/jfe/form/SV\\_8ieSpipHm9GYiLc](https://mun.az1.qualtrics.com/jfe/form/SV_8ieSpipHm9GYiLc)

Topics submitted will be considered by the Committee, which will then make a recommendation to the Senate at its regular October meeting. The Special Meeting of Senate will take place one hour prior to the regular meeting of Senate in November 2024, which is currently scheduled for Tuesday, November 12.

If there are any questions about the selection process for special topics, please contact Dr. Michael Woods, Chair of the University Planning and Budget Committee, via [mwoods@mun.ca](mailto:mwoods@mun.ca).

LAM/mb

## VICE-PROVOST EDI-AR STRATEGIC PLANNING UPDATE

### **BACKGROUND**

The Vice-Provost EDI-AR position was created in August 2021. This position is a senior leader responsible for the execution of the goals and objectives relating to equity, diversity, inclusion and anti-racism involving all students, staff and faculty on all campuses of Memorial University. There is also a responsibility for fostering relationships, educating and networking with the external stakeholders to which the university is accountable.

The initial action in the strategic planning process was to engage a pan-university, collaborative review of EDI-AR at Memorial University. Consultations occurred from September – November 2022. However, there were subsequent delays due to issues relating to staffing, a medical leave and the faculty strike that necessitated a hold to be placed upon the consultation process.

In February 2023, consultations resumed and were held until June 2023. Eighty community-engaged consultation focus group hybrid sessions were held across all campuses including Grenfell, Harlow, Labrador, Marine Institute, Signal Hill and St. John's. In addition, a combined total of sixteen personal meetings and multiple email submission were included. In total, 824 Memorial community members participated in 96 sessions. A survey was implemented online and made available to students and employees. A total of 935 survey responses were received.

Prior to beginning the development of Memorial's EDI-AR Strategic Plan, a summary document was prepared that was used as a guide for the strategic planning process. The resulting document, "Memorial University Equity, Diversity, Inclusion and Anti-Racism Strategic Planning Report: What We Heard and What We Learned" was completed and submitted to Dr. Jennifer Lokash in February 2024. The complete document can be found online at the following link: <https://www.mun.ca/edi-ar/projects-and-reports/strategic-planning-reports/>.

### **ANALYSIS**

An analysis was done to identify and examine potential strengths, weaknesses or areas for growth, opportunities, and threats (SWOT). Although the environmental scan was limited because of time constraints and staff resources, it offered a good entry point into providing an overview of Memorial's EDI-AR priorities to date.

The findings of the environmental scan and the data collected from the consultation showed much similarities. More specifically, they indicate that Memorial is moving toward including EDI-AR in its environment and infrastructure. In 2021, the Office of Indigenous Affairs published The Strategic Framework for Indigenization. That same year, Memorial implemented a new Strategic Plan, Transforming Our Horizons, which mentions the need to advance an EDI-AR agenda.

In addition, the Vice-President Indigenous and the Vice-Provost EDI-AR were appointed. All units and departments were mandated to implement EDI-AR strategic plans. Internal and external threats to EDI-AR at Memorial include increased tuition fees, large numbers of interim senior leaders who also lack of experience and the fraught relationship with the provincial government. There are demonstrated opportunities for growth in Memorial's progress toward EDI-AR such as strengthening hiring practices to address systematic issues, and addressing lack of representation in senior administration.

The online survey analysis completed by Centre of Institutional Analysis (CIAP) collected response from 935 individuals - 40.5% identified as students and 56.9% as employees. Participants were isolated by student or employee, so there was no opportunity to study situations where participants were in both categories. The executive summary contains the top breakdown of demographics and priorities from the survey as well as the themes that were developed from the strategic planning process.

## **THEMES**

A total of 35 themes were initially identified during the analysis phase. These were then reduced to 24 and further reduced to seven.

The themes are listed in order of importance based on the analysis as follows:

- 1) **Anti-Racism and Decolonization** – implementing proactive measures to ensure equitable representation, promotion, and informed decision making at all levels.
- 2) **Campus Communities, Culture, and Environment** – advocacy for resources, funding, and support systems to advance EDI-AR goals are encouraged. There are increased expectations to further enhance physical and virtual spaces for increased accessible and inclusiveness.
- 3) **Student Success** – the importance of and need for services and mentorship for students who experience system barriers including racial and gender disparities within the university. Strategies need to be developed to ensure student success with their educational programs including in classrooms and during educator interactions.
- 4) **Teaching, Learning, and Education** – importance of having qualified teachers with lived experience; EDI-AR and Indigenization offices leading events to indigenize and decolonize courses and programs; having instructors and faculty offered opportunities of professional development to assist in this regard.
- 5) **Institutional Representation** – EDI-AR representation in senior level decision making including hiring's and serving on search committees and other institutional committees; presentation of art in hallways, offices, classrooms, etc.
- 6) **Research, Scholarship, Creative Activities, and Public Engagement** – address significant challenges related to EDI-AR in research, scholarship and public engagement by providing actionable recommendations and promote meaningful change.
- 7) **Policies, Programs, and Data Governance** – ensuring Memorial has sufficient and up-to-date data collection infrastructure to help shape new policies and reform outdated ones. It is imperative to advocate for and implement comprehensive programs that proactively support EDI-AR goals.



A total of 29 recommendations are offered in the report. By implementing these recommendations, Memorial is poised to become a model for institutions striving to create a truly equitable and inclusive educational environment.

NOTE: All except theme 5, Institutional Representation are discussed in the university's Strategic Plan, Transforming Our Horizons. These themes discussed within the Report align with the priorities embedded within Transforming Our Horizons.

## **CONCLUSION**

An EDI-AR strategic plan will demonstrate the need for collective responsibility, leadership, and commitment to EDI-AR values. It will challenge Memorial to reflect and act on its claim to creating an environment where every individual can thrive, regardless of their background, and where nuanced voices are not only heard but actively contribute to the richness of the academic community.

When the EDI-AR Strategic Plan is developed, it will include setting clear goals using the SMART framework (specific, measurable, achievable, relevant and time-bound), following which key performance indicators (KPI) will be established to measure Memorial's EDI-AR success. The themes established in the consultation report will be used to create EDI-AR broad range KPIs and matrix, including a dashboard as an interface to provide Memorial with visual representation of its EDI-AR programs and practices across the larger institution and within units, departments and faculties. The range of KPIs and metrics will be positioned to help with transparency, provide accountability and promote enhanced commitment.

The EDI-AR Strategic Plan will be representative of all interested persons within Memorial's communities; outline how equity-based values and goals can be operationalized and achieved, as well as establish milestones and metrics to measure progress and success. The strategic plan will outline strategies for targeted interventions, including mentorship programs for underrepresented graduate students and early career individuals. In addition, initiatives addressing specific barriers faced by Black, Indigenous, racialized, trans and international students, staff and faculty will be outlined.

This plan will also encompass gender-inclusive policies, universal design principles, and measures to counteract biases in research evaluation processes. Recognizing nuanced and multi-faceted identities within classrooms, supporting international students, and establishing Employee Resource Groups will be considered to. An accompanying budget will be developed to outline the resourcing required to deliver the Plan's success over five years. Memorial's EDI-AR Strategic Plan will complement Transforming Our Horizons and the other strategic framework documents that outline institutional EDI-AR goals and objectives.

## APPENDIX W

### Motion for Academic Amnesty

Presented by Alida Zedel, Senator, Executive Director of Campaigns (MUNSU)

#### RATIONALE

**WHEREAS** the Government of Newfoundland and Labrador ended Memorial University's historic tuition freeze in the fall of 2022, resulting in a 175% tuition increase for domestic students over five years. By 2026, the cost of a degree will be \$28,080, compared to the \$10,200 students paid during the years when the province froze tuition fees; *and*,

**WHEREAS** the average undergraduate tuition for international students has increased over 104% by 2026, meaning they will pay \$47,760 more for their Memorial University degree than they would have prior to the funding cuts; *and*,

**WHEREAS** The rising cost of living and the housing crisis in Newfoundland and Labrador have created significant financial challenges for students, with exorbitant housing costs and the rising cost of groceries. The additional burden of increasing tuition fees has further compounded this issue, making university education increasingly unattainable for many students in the province; *and*,

**WHEREAS** residents of Newfoundland and Labrador believe that historic commitments to funding accessible and quality post-secondary education must be honoured and protected to ensure the prosperity of future generations that wish to study in the province; *and*,

**WHEREAS** investment in post-secondary education and affordable tuition have supported the growth and health of diverse communities across Newfoundland and Labrador for over 22 years. Cuts to post-secondary education have jeopardized the growth of these communities; *and*,

**WHEREAS** education is a public right, and all students, both domestic and international, have the right to quality and accessible education in Newfoundland and Labrador; *and*,

**WHEREAS** academic amnesty has historically been granted to allow students to exercise their right to protest, and the Memorial Student Code of Conduct reads that "The University recognizes academic freedom and the right to free speech, creative expression and peaceful protest, acknowledging that the common good of society depends upon the search for knowledge and its free expression"; *therefore, be it*

#### MOTION

**RESOLVED** that Senate encourage academic units and professors to grant Academic Amnesty on October 2nd, 2024, to all students of all Memorial University campuses, insofar as academic units and professors remain flexible in making alternate arrangements, including rescheduling examinations and the deadlines for submission of assignments, and in adopting any other required forms of leniency for students who are absent from

classes on October 2, 2024, so that they may freely participate in the provincial strike for education without fear of academic repercussions; *and further,*

**RESOLVED** that in the event of unforeseen circumstances causing the day of action to be postponed, academic amnesty will be granted for the date to which it is postponed; *and further,*

**RESOLVED** that this offer of Academic Amnesty be communicated to students and faculty by Memorial University.



**Senate | Secretary of Senate**

PO Box 4200  
St. John's, NL A1C 5S7  
Tel: 709 864 8867  
[www.mun.ca/senate](http://www.mun.ca/senate)

**DATE:** August 22, 2024

**TO:** Chair and Members of Senate

**FROM:** Dr. Lee Ann McKivior, University Registrar, Interim Secretary to Senate, and  
Committee Convenor

**SUBJECT:** Interim Report from Senate Ad-Hoc Committee

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Though not part of its terms of reference, the ad-hoc committee of senate concerning the Ode to Newfoundland during the University's convocation ceremonies has prepared an Interim Report. Contained in the report is the committee's interim recommendation.

Please refer to the attached Interim Report from the ad-hoc committee.

Thank you.

## APPENDIX X



Senate | Secretary of Senate

PO Box 4200  
St. John's, NL A1C 5S7  
Tel: 709 864 8867  
[www.mun.ca/senate](http://www.mun.ca/senate)

August 27, 2024

TO: The Chair and Members of Senate

FROM: Dr. Lee Ann McKivior, University Registrar and Interim Secretary of Senate and  
Convenor, Ad-hoc Committee on the Ode to Newfoundland

SUBJECT: Motion to Suspend the Rules for Discussion of the Interim Report of the Ad-hoc  
Committee on the Ode to Newfoundland

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The following is presented at the request of the Senate Ad-hoc Committee on the Ode to Newfoundland (the "Committee"), which continues to consider the place of the Ode to Newfoundland in Memorial University's convocation ceremonies. The Committee presents the following motion in order to encourage open discussion about its September 2024 Interim Report and Recommendation.

The Senate bylaws include the following provisions (bolding added for emphasis):

**§ IV.C.3**      **Voting shall be by show of hands, unless otherwise specified in these bylaws.** Motions to provide for other methods of voting require the consent of the majority of the members present and voting.

**§ IV.E.3**      Admission of observers may be limited to an appropriate number by distribution of tickets or by a signing-in procedure. **Observers are not permitted to speak at meetings of the Senate.**

The Committee, therefore, recommends that it be

**RESOLVED**      that Senate bylaws §IV.C.3 and §IV.E.3 be suspended until all business related to Agenda item **45.6 Second Interim Report of the Ad-hoc Committee on the Ode to Newfoundland** has been concluded; *and further,*

**RESOLVED**      that Observers may speak when recognized by the Speaker of Senate but may not make or second motions nor cast votes.

## APPENDIX Y

### Interim Report from the Senate Ad Hoc Committee to Consider the Inclusion of the Ode to Newfoundland at Memorial's Convocation Ceremonies

August 23, 2024

**Issue:** This is an interim report on the work of the Ad-hoc Committee formed to investigate, consult, discuss, consider, and prepare a report with recommendations to Senate regarding the inclusion of the Provincial Anthem, 'Ode to Newfoundland' at Memorial University's convocation ceremonies (the "Committee").

#### **Membership:**

The Committee's convener is Dr. Lee Ann McKivior, Interim Secretary of Senate and University Registrar (non-voting).

Members for the Committee were solicited to fill the following seats:

- Director, Internationalization Office or delegate;
- Vice-Provost EDI-AR or delegate;
- Associate Director Student Life/Convocation Lead;
- Office of Indigenous Affairs representative;
- Indigenous student staff representative;
- 5 elected academic staff members appointed from among eligible Senators;
- 4 elected student representatives appointed through consultation with student unions.

Since the preliminary report of the Committee, which was delivered to Senate at its regular meeting held on April 9, 2024, the Committee has seen its membership decrease. Two (2) of five (5) of the elected academic staff members resigned. The Associate Director of Student Life/Convocation Lead accepted the position of Executive Director of the Board of Regents, thus tendering her resignation to the Committee. Additionally, three (3) of the four (4) elected student representatives have also resigned from the Committee, while the Graduate Student Representative was replaced. Initiatives are underway to fill these vacancies, and it is hoped that the Senate Committee on Elections, Committees and By-Laws will make membership recommendations at the Regular Meeting of Senate scheduled for October.

#### **Committee Work:**

Maintaining its mandate for transparency, the Committee continues to upload approved meeting agendas and minutes under the heading "Ad hoc Committees of Senate" on the Senate webpage. The Committee has met fifteen (15) times since April, and there have been thirteen (13) sets of meeting agendas and minutes approved since the preliminary report of the Committee. These documents are available for review here: <https://www.mun.ca/senate/standing-committees-of-senate/ad-hoc-committee-ode-to-newfoundland/>. As work continued throughout the Spring semester, meetings were arranged on a primarily weekly basis, and members agreed to increase the length of meetings to one-and-a-half hour's duration to allow for more fulsome, uninterrupted discussion and consideration.

The Committee developed a questionnaire survey. During the period of development, a committee member discussed the survey and plan for implementation with the Office of the Vice-President (Research) to ensure the Committee's plans were aligned with Memorial's policy on research impacting Indigenous groups. The survey was then reviewed and approved for distribution by the Institutional Survey Oversight Committee (ISOC). The survey is a short, direct series of questions that will allow for

broad, anonymous consultation. Once finalized, the Committee considered the best method for the survey's distribution.

At the beginning of June 2024, to advise on best practices, a communication officer from the Registrar's Office was invited to attend the Committee's meetings in an on-going capacity. Members discussed a variety of ways to administer the survey, including the use of Qualtrics, Newline, and/or email distribution lists; likewise, the committee considered the various methods of submission that could be accepted in response to the survey questions, including written text and/or video and audio submissions, as well as the Information Technology support necessary to accommodate administering and assessing the survey questionnaire. The Committee also discussed appropriate methodologies for the reception and analysis of feedback from both survey respondents and direct consultees.

In addition to the survey, Committee members finalized a list of consultees, which includes those groups recommended for consultation by the Committee on Honorary Degrees and Ceremonial, and ranked the importance of communication with each of the groups in order to establish a working plan and timeline for consultations. Though the Committee hoped to begin consultations quickly, given the Spring semester sees fewer students on campus and much of the faculty and staff schedule holidays during the summer, establishing appropriate times to meet with consultees proved difficult, and the group decided to begin the main thrust of their consultative work closer to the start of and throughout the Fall semester. On August 16, 2024, the Committee held its first consultation meeting, with other consultation meetings planned for the near future.

#### Work Plan:

Senate ad hoc committee proposed upcoming timelines

Work Plan from August 2024 onward:

Action	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Consultation/Engagement sessions									
Documentary consultation									
Online survey									
Analysis and report drafting									
Report to Senate									

Description of actions listed above:

Consultation/Engagement sessions	Real-time sessions of groups and individuals, based on list generated over several months by the committee collectively.
Documentary consultation	Focused work consulting with various documents relevant to the topic, including historical works and current news media items.
Online survey	A survey for online engagement that includes the same questions being asked in real-time sessions. Allows for wider engagement.
Analysis and Report Drafting	Collating responses from consultation sessions and online survey, analysis of responses and documentary consultation, drafting report.
Report to Senate	Presenting a report to Senate based on the work done to that date, with the goal being a final report.

Dates to consider:

- Spring 2025 Convocation: May 15 Corner Brook; May 27-30 St. John's
- Materials to Senate for April meeting of Senate: end of March 2025

**Rationale for recommendation:**

Three separate motions were considered as options to present to Senate. 1. Temporarily lift the pause while the Committee finalizes its report, but allow the officers responsible for the organization and execution of convocation ceremonies to make the decision regarding the inclusion of the Ode to Newfoundland; 2. Temporarily lift the pause for the October cycle of convocation ceremonies while the Committee finalizes its report for Senate; 3. Continue the pause while Senate awaits the Committee's final report.

The Committee decided that it would not be fair or appropriate to recommend including the Ode at the October convocation ceremonies because the Committee is still in the process of gathering information and opinions from the consultations. The Committee has made no decision and is not yet able to offer any final recommendation to Senate. However, after a lengthy period of preparation, the Committee is seeing progress. Consultation with stakeholders has begun, and plans for further consultation sessions are being implemented. Committee members find themselves positioned to finish this important work and are committed to following it through to its conclusion. Though it has taken longer than anticipated, to abandon this work now would be imprudent. In consideration of the additional time requested by the Committee to complete the consultations required by its mandate, and the significant time and workload commitments committee members have already dedicated to this issue, the Committee decided that continuing the pause for the October 2024 session of convocation was the most advisable.

**Recommendation:**

The pause on the Ode to Newfoundland be continued for the next cycle of convocation ceremonies (October 2024) while Senate awaits the final report of the committee.





Memorial University of Newfoundland Students' Union  
Canadian Federation of Students Local 35

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## MEMORANDUM

September 6, 2024

**FROM: Devon Budden**, Executive Director of Advocacy, MUNSU

**SUBJECT: Motion for Senate regarding the Ad Hoc committee on the Ode to Newfoundland**

Notice of Motion - Disbanding of the Ode Committee

The Ode to Newfoundland was removed from convocation ceremonies 2 years ago. An Ad hoc committee on the Ode to Newfoundland was populated in January 2024. The ad hoc committee has not yet met its obligation of deciding to either include or remove the ode from convocation. Given the number of pressing issues around the university, such as crumbling infrastructure and rising cost of living, the time and effort of our experienced committee members could be devoted instead to several other areas, making the university a more comfortable, equitable and enjoyable space. While there are a number of important contingencies to consider related to either including the Ode or upholding its removal, the lack of movement indicates that a new method of decision-making must be implemented. Since its removal two years ago, we have not seen substantial pushback from the student body. The opinion of the student body about the nature of convocation ceremonies that celebrate student accomplishments should take precedence over any other decision-making body.

Resolved: that the senate disband the Ad-hoc Committee on the Ode to Newfoundland effective immediately and,

That the Secretary of Senate coordinate an online referendum to the student body (being as inclusive of campus, registration status, etc. as possible) to decide on the inclusion or exclusion of the Ode to Newfoundland at Memorial's convocation ceremonies.

Proposed by,  
Devon Budden (he/him)

Executive Director of Advocacy  
Staff Relations Officer  
Memorial University of Newfoundland Students' Union (MUNSU)

*NB:* The motion was received from the Executive Director of Advocacy and presented to the Executive Committee of Senate at that Committee's September 3rd meeting. Although the motion was submitted in a timely and appropriate manner for inclusion as a motion on the floor of Senate at the September meeting, the Executive Director has requested that it be shared as a notice of motion for September and for it to be subsequently considered as a motion at the October 8, 2024, meeting of Senate.