

**BISHOP'S UNIVERSITY
MINUTES
OF THE 400TH MEETING OF SENATE**

The 400th meeting of Senate was held on Monday 24 November 1997, at 7:00 p.m., in the Conference Room of McGreer Hall.

Members present: Mrs. Bandrauk, Dean Barlow, Prof. Benson, Dr. Black, Mr. Cameron, Prof. Carman, Prof. Cunningham, Dean A. Johnson, Ms. H. Johnson, Dr. Childs, Dr. Clark-Jones, Dr. Cook, Dean A. Dean, Mrs. Durrant, Dean Forrest, Dr. S. Harvey, Dr. McLean, Ms. Montgomery, Dr. Nelson, Mr. Roche, Mr. Roy, Dr. Rose, Mr. Smith-Windsor, Dr. Sproule, Dr. Taseen, Dr. Van Hulst, Ms. Wallace. Mrs. Hodder was in the chair.

Dr. Cook called the meeting to order at 7:00 p.m.

1/400 APPROVAL OF THE AGENDA

The following amendments were made to the agenda:

- 4/400 Notice of motion from Dr. Sproule
- 5/400/iii Item postponed to January 1998
- 5/400 Items iv and vi were switched in order
- 7/400 7.1 Approval of two Business courses
- 7.4 Programme changes in Political Studies; motions from the Division of Social Sciences
- 7.5 Item (i) postponed to January 1998
- 8/400 Notice re Ski Day 1998

With these changes, the agenda was approved.

Mrs. Hodder took the chair.

2/400 MINUTES

Dr. Rose proposed an amendment to item 4/399/iii: in the first paragraph, the text beginning "Dr. Rose reviewed..." to be changed to read as follows:

Dr. Rose reviewed the history of the combined Admissions Policy and Academic Standing Committees, indicating that as the DSA's position now had no academic component, it was not appropriate for him to be a member. He also said that the motion was in keeping with the recommendations of the Committee to Review Academic Structures' report of last spring, and in keeping with the existing RORs' definition of the position of the DSA. Student Senators felt...(text as before).

It was moved by Prof. Carman, seconded by Dr. Van Hulst, that the minutes of the 399th meeting be approved as amended.

Motion carried.

3/400 COMMUNICATIONS FROM THE CHAIR

Mrs. Hodder reported briefly on a meeting of the Rectors and Principals with the Minister of Education, Mme Marois. The Minister had confirmed that she still planned to reduce the grants to universities by \$90 million for the coming year, inviting them to be encouraged that the cuts would not be any worse than that. She committed herself to meet regularly with the group in the future. She discussed the work of the *Commission des universités sur les programmes*, a CREPUQ-established body which is in the process of studying the distribution of academic programmes throughout the province with a view to recommending rationalizations in the system, particularly with regard to professional programmes.

Mrs. Hodder noted that Bishop's had been participating in the work of this *Commission*, and that a report on Music had just been issued. Other programmes under study at present include Religion, Physics-Mathematics-Computer Science, and Biology-Chemistry-Biochemistry. Geography will be next on the agenda. Information about the work of the *Commission* can be found on their web site at: www.cup.qc.ca.

The Principal drew Senators' attention to the recent review of Canadian universities published in Maclean's magazine, indicating that Bishop's had fallen to 6th in the ranking from 5th place last year. She indicated that our weak points seem to be in access to research grants, funding for scholarships, number of faculty with Ph.D.s, and in the overall reputational survey. She invited Senators to consider ways in which we could improve our standing in these areas.

Mrs. Hodder reported that a Bishop's student in Computer Science had been awarded one of four \$1000 scholarships recently established by the Sherbrooke company C-MAC.

4/400 BUSINESS ARISING

i) Dr. Sproule gave notice of a series of motions to be presented at the December meeting, concerning changes to the mandate recently given to the Senate Planning Committee.

5/400 COMMITTEE ITEMS

i) 8/399: Academic Standing/Admissions Policy Committee. It was moved by Dr. Forrest, seconded by Dean Barlow, that 21 of the final 30 credits of a degree programme must be taken at Bishop's University, leaving a maximum of 9 which could be taken elsewhere. Under exceptional circumstances, a total of 12 credits could be taken elsewhere on a letter of permission approved by the appropriate Dean.

It was pointed out that this regulation would not apply to students participating in recognized foreign exchange programmes. The present regulation requiring that half of the programme requirements be done at Bishop's is not affected by this change, nor is the regulation permitting a maximum of 30 credits in any degree programme to be taken at another institution.

With the intention of providing additional flexibility to the Deans, Dr. Black moved, seconded by Dr. Rose, to amend the motion by deleting the reference to the specific number of credits which could be taken elsewhere. Other Senators pointed out that the Deans had the authority to make exceptions to any regulation if they felt it was justified by the circumstances.

Amendment defeated.

Motion carried.

ii) 5/395/iv: Teaching Evaluation Committee Mandate. Dr. Rose noted that the mandate of this Committee had been approved at the 368th meeting of Senate; it has the standard membership structure (four members of faculty, one student). Dr. Rose moved, seconded by Dr. Taseen, that the present mandate and composition of the Teaching Evaluation Committee be retained.

Motion carried.

iii) SPARC.

a) Dr. Cook reported that the reviewers' report of Chemistry and Biochemistry had been received and forwarded to the Department for their comments.

5/400 iii b) Dr. Cook reported that the response of the Classics Department to the reviewers' report had been returned to the reviewers. The documents will be tabled at Senate in January. He noted that the Philosophy and Business

programmes were being reviewed this semester, with Études françaises and Fine Arts scheduled for next semester.

c) Dr. Cook indicated that SPARC proposals arising from the recommendations of the *Commission des universités sur les programmes* concerning critical self-evaluation and internal peer review of programmes will be brought forward at the January meeting.

vi) 6/399/ii: Ad Hoc Committee on Audio-visual and Computer Needs of Faculty.

It was moved by Dr. Clark-Jones, seconded by Dr. Taseen, that the mandate of this committee be as follows:

1. The Committee will field questions and trouble-shoot on-going problems in the use of, access to, and the maintenance of AV and computer technology and software, where such equipment and software are used for pedagogical purposes.

2. The Committee will help in coordinating the Cole Computer Centre, the Bishop's AV Centre and Divisionally-based computer and language labs, in terms of policies with regard to: maintenance, scheduling, and meeting faculty's pedagogical needs.

3. The Committee will concern itself with expanding faculty's awareness of, use of, and access to means for AV and computer-assisted teaching, testing, and general classroom usage of new means of disseminating knowledge in effective and attention-grabbing ways.

4. The Committee will have the authority to produce recommendations on an on-going basis for Senate's deliberation. These recommendations will be designed to address the on-going problems and issues referred to above, including recommendations that might carry price-tags for needed expenditures.

Dr. Clark-Jones emphasized that the Committee's role would be one of coordination rather than control.

There was some discussion about the jurisdiction of this Committee in relation to the Computer Policy Committee of Corporation; Dr. Clark-Jones pointed out the Ad Hoc Committee would deal solely with pedagogical applications, and would include AV resources as well as computer technology.

Motion carried.

5/400

iv) Senate Nominating Committee.

a) Moved by Mr. Roche, seconded by Dr. Harvey, that the composition of the Ad Hoc Committee on Audio-visual and Computer Needs be as follows:

5 members of faculty (Business, Education, Humanities, Natural Sciences, Social Sciences), 1 full-time student, one representative from each of the Computer Centre, Media Centre, and Library.

Motion carried.

b) Dr. Rose indicated that the questions concerning the Student Appeals Committee had already been resolved.

v) 6/398/iii: Senate Library Committee. Mrs. Durrant, the Acting University Librarian, reported that the present balance of acquisition allocations would be preserved for 1997-98. The Committee is presently engaged in developing an objective and equitable method of allocating funds for the 1998-99 budget year.

6/400

OTHER MATTERS

i) Date of next meeting: It was moved by Prof. Carman, seconded by Dr. Dean, that the next meeting of Senate be held on Tuesday, 9 December, at 7:00 p.m.

Motion carried.

ii) There was a general discussion about the timing and procedures for developing an examination schedule. The Registrar indicated that if the schedule is to be prepared on the basis of actual course registrations, a period of about 4 weeks after the add-drop deadline is required. If the schedule is mapped from the course timetable, it can be posted at the beginning of term; however with this method there is a risk that students may have several exams in a row. The Deans and student Senators were asked to consult with their constituencies as to their preferences in this matter.

The Registrar undertook to post the schedule for Winter 98 exams by 20 February.

iii) 6/399/i: The Registrar circulated a series of statistical reports, as requested by Dr. Black. She noted that suggestions for other useful ways of presenting the data would be welcomed. Dr. Black expressed his satisfaction with the reports, and asked that they be provided each semester from now on.

The Principal undertook to determine how information about teaching resources in the departments could be provided.

7/400 RECOMMENDATIONS

7.1 Business and Economics.

i) Dean Barlow indicated that a proposal for a new course BMG 321 International Business Law would be brought forward for the December meeting of Senate.

ii) It was moved by Dean Barlow, seconded by Dr. Taseen, that a new course BFN 356, SEED Portfolio, be approved. This course will cover 5 semesters, and carry 6 credits which will be awarded in the student's graduating year.

Motion carried.

7.2 Humanities. No recommendations.

7.3 Natural Sciences and Mathematics. No recommendations.

7.4 Social Sciences.

i) It was moved by Dean Johnson, seconded by Dr. Rose, that the changes to the Political Studies programme outlined in the document presented be approved.

Dr. Johnson noted that these changes, including a new minor in Public Administration and Public Policy, had been made in response to recommendations of the SPARC review committee.

Motion carried.

ii) Dr. Johnson reported that a series of motions regarding the Liberal Arts programme had been passed by the Division of Social Sciences, and deposited these for the information of Senators.

7.5 Graduate School of Education

i) 7/396: Programme Changes. Dr. Cook said that these would be brought forward for the January meeting of Senate.

ii) It was moved by Dr. Cook, seconded by Dr. Nelson, that, in view of its increasing involvement in undergraduate programmes, the name of the Graduate School of Education be changed to "School of Education".

Motion carried.

8/400 BRIEF INFORMATION

iv) Mr. Smith-Windsor advised Senators that Ski Day would be Friday 16 January 1998.

There being no further business, the meeting adjourned at 9:25 p.m.

Janyne M. Hodder, Chair

Ann Montgomery, Secretary