

**BISHOP'S UNIVERSITY**  
**MINUTES**  
**OF THE 408th MEETING OF SENATE**

The 408th meeting of Senate took place on Monday 14 September 1998, at 7:00 p.m., in the Conference Room, McGreer Hall

**Members present:** Mrs. Bandrauk, Dr. Black, Prof. Carman, Dr. Childs, Dr. Cook, Dr. Crooks, Ms. Cruikshank, Dr. Dean, Mrs. Durrant, Dr. Forrest, Dr. Johnson, Mr. Jones, Ms. Keirstead, Dr. Lustigman, Mr. A. McKelvie, Dr. McLean, Ms. Montgomery, Mr. Roy, Mr. Saunders, Dr. Sproule, Dr. Stritch, Dr. van Hulst, Dr. Wickens, Dr. Zubieta. Mrs. Hodder was in the Chair.

**Absent:** Prof. Barlow

**Guest:** Dr. T. Gordon, Chair, Senate Research Committee

Mrs. Hodder welcomed new and returning Senators to a new academic year.

1/408      APPROVAL OF THE AGENDA

Dr. Johnson proposed an addition under 7/408/7.4: A new course PSY 103.

It was moved by Prof. Carman, seconded by Dr. Johnson, that the agenda be approved as amended.

**Motion carried.**

2/408      APPROVAL OF THE MINUTES

The following corrections were noted:

6/407 re Certificate Programmes in Continuing Education: the names should read Dominic Brochu 952582 and Pierre Boiteux 933081.

7/407/7.3: should read Natural Sciences and Mathematics

It was moved by Dr. Crooks, seconded by Dr. Cook, that the minutes of the 407th meeting be approved as amended.

**Motion carried.**

Mrs. Hodder referred to the latest enrollment figures which had been circulated, noting that as of today 1780 full-time students had registered, and 413 part-time. There is an increase in new students of almost 9%, and the "average average" of the entering class continues to go up. Complete information will be available soon. An analysis of returning and non-returning students will be done with a view to improving retention in the upper years.

It was moved by Dr. Cook, seconded by Dr. Forrest, that Senate express its strong appreciation to all those involved in recruitment, and in particular to David McBride.

**Motion carried.**

Mrs. Hodder indicated that the Minister of Education, Mme Marois, would visit the campus in November to discuss her planning document, *Universities and the Future*, a revised version of which should be available soon. She and Dr. Cook will prepare a first draft of a response for discussion by the Deans, Senate, and the Executive Committee.

At the next meeting of the Executive, scheduled for 25 September, the administration will present a proposal for planning parameters for the period 1999 through 2001. Senators were reminded that a two-year plan for 1998-2000 had been approved last year; this will need some revision to take account of changes during the year. Directives for Senate from the Executive Committee will be brought forward in October, and, as in the past, will serve as guidelines for the work of the Senate Planning Committee.

- i) The Registrar reported on changes made to the Graduation List following its approval by Senate last May.
- ii) Dean Forrest reported that, as required by Senate, he and Dr. Cook had sent a letter of reprimand to the Département d'études françaises et québécoises, and had received a satisfactory response from the Department.

- i) Nominating Committee. Dr. Cook asked that Senate fill vacancies on the Nominating Committee so that it could immediately begin its work. It was duly moved, seconded

and carried that the following Senators be appointed: Matthew Saunders for the SRC, Andrew Stritch for Social Sciences, and Lourdes Zubieta for Business and Economics.

Prof. Carman was asked to call the first meeting, at which a Chair would be elected.

ii) Senate Research Committee.

In response to a motion passed by Senate last spring (6/405/iii), Dr. Gordon deposited Research Reports dating back to 1995. He also announced the publication of a new *Directory of Research, Scholarship and Creativity*, covering the work of faculty and librarians from 1992 through 1997. This document will be added to the Bishop's web page, and kept up to date.

The 1997-98 year end report of the Senate Research Committee was presented. Dr. Gordon reviewed the main issues in the report: the publication of the Directory, a recommendation for appointment of a Research Officer, and the establishment of an Ethics sub-committee. He said that the Committee was in the process of revising its mandate, as well as the guidelines for evaluation of proposals, and would present these to Senate in November. In addition, the Committee was working on a draft institutional research policy to be brought to Senate later in the year.

The Principal thanked Dr. Gordon and the members of the Committee for their efforts last year, and congratulated them on the publication of the new Directory.

5/408

iii) SPARC

Dr. Cook referred to the completed review of the Philosophy programme which had been circulated to Senators. He said that History was to be reviewed this semester, and Mathematics and Fine Arts during the Winter 1999 semester. SPARC is waiting to receive the reviewers' comments on the faculty response to the Chemistry/Biochemistry review.

Dr. Cook reported that, following completion of the review of *Études françaises et québécoises*, the SPARC committee had become aware of a breach in a technical aspect of the guidelines for selecting reviewers. He emphasized that there was no intention to question the integrity of any individual in this context, but indicated that SPARC's unanimous recommendation was that a new review should take place. He moved, seconded by Mr. Jones,

that given that the Department's submission of names of reviewers did not meet the Senate's guidelines concerning personal or professional relationships, SPARC recommends a second review of the Département d'Études françaises et québécoises, to take place in the Winter semester 1999.

During the discussion, Senators noted that in some disciplines, particularly in Canada, it would be difficult to find reviewers who were not known personally to members of a department. A professional relationship, however, was thought to be different than, for example, collaboration on a research project or a publication.

While not underestimating the seriousness of the situation, Senators felt that a complete new review was not called for, unless undue influence due to a relationship between a reviewer and department member could be demonstrated. Dr. Cook reiterated that this was not the case here.

**Motion withdrawn.**

It was moved by Dr. Stritch, seconded by Mr. Roy, that Senate express its displeasure to the Département d'Études françaises et québécoises for the technical but serious oversight which occurred during the SPARC review.

**Motion carried.**

Dr. Cook indicated that SPARC would examine the wording of the guidelines for selection of reviewers and bring a proposal for their amendment to Senate.

5/408

iv) Senate Planning Committee.

Dr. Cook noted that there were vacancies on the Senate Planning Committee, including its Chair, which should be filled immediately so that the Committee could begin its work. The Nominating Committee was asked to identify which positions were vacant and fill them as quickly as is consistent with the approved procedures. Dr. Cook moved, seconded by Prof. Carman, that those named to the Senate Planning Committee be allowed to begin their work before the appointments are ratified by Senate.

**Motion carried.**

Dr. Cook reported that a Long Range Planning report would be

brought to Senate at a later date. As an up-date on the status of the programme in German, he noted that a sessional appointment had been made.

5/408

v) Academic Standing/Admissions Policy.

Ms. Montgomery reported that the committee had not met so far this semester, but that the question of determining Distinction for graduating students would be on its agenda.

vi) It was moved by Dr. Cook, seconded by Dr. Johnson, that a permanent Committee on University Statistics be established, with Dr. Black as its Chair, and with a mandate to provide up-to-date statistics in areas that Senate determines to be important. The membership will include Mrs. Sandra Gallichon and Ms. Glenda Nichol, and other members as determined by the Chair.

**Motion carried.**

vii) Senate Library Committee.

Dr. Black reported that, in response to a motion from Senate last year (6/398/iii), the Committee had prepared a proposal for allocating the Library acquisition budget. He moved, seconded by Dr. Johnson, that Senate endorse the proposed formula for allocating library resources, as outlined in the Committee's report, for the 1998-99 academic year.

With the permission of the Chair, Dr. Yeats read a statement concerning special circumstances affecting the Chemistry and Biochemistry programmes.

**Motion carried.**

It was agreed that the Committee would monitor the exercise during the year, and, with feedback from Senators and the Departments, would review the formula at the beginning of each academic year.

viii) Animal Care Committee.

It was moved by Dr. Cook, seconded by Prof. Carman, that Senate endorse the following membership of the Animal Care Committee: Dr. S. Robert, Dr. J. Crooks, Dr. A. Drumheller, Dr. K. Hull,

Mr. S. Thorneloe, and Ms. C. Charpentier.

**Motion carried.**

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ix) Programme Quality Committee.

a) Dr. McLean reminded Senate that the proposal for a core curriculum had been circulated to the Divisions for their consideration. The Principal asked that their responses be brought forward for the October meeting of Senate.

b) It was moved by Dr. Cook, seconded by Prof. Carman, that the following motion (5/406/ii) be lifted from the table: that Senate set up a standing Curriculum and Academic Policy Committee mandated to make recommendations concerning proposed programme changes and to administer and make recommendations concerning general academic policies.

Some Senators expressed their support for the idea of a pan-university body which could do a critical assessment of programme and course proposals before they are considered by Senate, taking the current curriculum and planned long-term changes into account. There was some concern about overlap with the mandate of the Senate Planning Committee, as well as staffing of a new committee given scarce personnel resources. It was moved by Dr. Cook, seconded by Dr. Forrest, that the motion be amended to add curriculum review to the mandate of the Programme Quality Committee.

At this point Dr. Cook took the Chair. The Principal reminded Senators that the Programme Quality Committee had been established as part of an effort to determine how we can know whether what we are doing is good -- for our students and for the institution. What indicators tell us whether we are succeeding or not? Senators agreed that benchmarks, both objective and particular to Bishop's, needed to be set out.

The amended motion was **defeated**. The Principal resumed the Chair.

c) The Principal invited the Programme Quality Committee to review its mandate in light of this discussion, and to bring it back to Senate in October.

5/408

x) Ad Hoc Committee on Timetabling and Registration. Ms. Montgomery reported that this committee had met several times

last year, and had given itself the following mandate: to review the current procedures for timetable and registration and to make recommendations to Senate on possible changes to these procedures". However, in view of the Principal's direction to the Registrar and Deans to look into ways of implementing early registration for Winter 1999, the Ad Hoc Committee is considered to be dissolved.

xi) Dr. Black indicated that the Ad Hoc Committee on Plagiarism would bring forward its report and recommendations later in the semester.

6/408      OTHER MATTERS

i) Third Semester. Mrs. Bandrauk undertook to prepare a report for Senate on programmes over the last three summers as a starting point for this discussion, and to bring it to Senate in November.

ii) As requested by Senate (6/405/ii), the Guidelines on Advising have been sent by the Registrar to the Deans and Department Chairs. The Deans will report to Senate on the status of implementation in their Divisions.

iii) It was moved by Dr. Johnson, seconded by Dr. Cook, that Dr. Jean-Paul Rodrigue be granted Associate Fellow status at Bishop's during the 1998-99 academic year.

**Motion carried.**

iv) It was moved by Dr. Dean, seconded by Prof. Carman, that Dr. Patrick Labelle be granted the title of Adjunct Professor for the 1998-99 academic year.

**Motion carried.**

7/408      RECOMMENDATIONS

7.1 Williams School of Business and Economics  
There were none.

7.2 Division of Humanities.

i) It was moved by Dr. Forrest, seconded by Dr. Johnson, that Ms. Annelise Ogle 951306 be permitted to combine HUM470 with SOC450 to form a joint honours thesis of 12 credits under the direction of Drs. Lustigman and White.

Evaluation for this course is to be determined jointly by Social Sciences and Humanities.

**Motion carried.**

ii) It was moved by Dr. Forrest, seconded by Dr. Crooks, that Stephane Zarov be approved as the instructor of DRA131, to be offered in extension in Knowlton.

**Motion carried.**

iii) It was moved by Dr. Forrest, seconded by Dr. Childs, that a new course HIS208 History and Museology be approved.

**Motion carried.**

iv) It was moved by Dr. Forrest, seconded by Mr. Jones, that the following amendments to the Calendar (1998-99, p. 67) with regard to the Concentration in Education be approved:

1. to replace the clause "For students considering the B.A./B.Ed., Humanities Departmental Majors may be modified as follows..." with For Humanities students graduating with a Humanities Major and a Concentration in Education, the requirements for a Major may be modified as follows....

2. to insert the clause Humanities students who graduate with a Concentration in Education will be exempted from the core-curriculum before "For further details, please consult...".

**Motion carried.**

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7.3 Division of Natural Sciences and Mathematics.  
There were none.

7.4 Division of Social Sciences

i) It was moved by Dr. Johnson, seconded by Ms. Cruikshank, that a new course PSY103 The Psychology of Men be approved.

**Motion carried.**

7.5 School of Education

These reports were returned to the School of Education

for revision or additional information and are to come back to Senate at its next meeting.

7.6 Continuing Education  
There were none.

8/408 BRIEF INFORMATION

v) It was noted that the name of the instructor for SPA303 should read: Gilberto D'Escoubet.

The meeting adjourned at 9:50 p.m.

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Janyne M. Hodder, Chair

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Ann Montgomery, Secretary