

BISHOP'S UNIVERSITY
MINUTES
OF THE 409th MEETING OF SENATE

The 409th meeting of Senate took place on Tuesday 13 October 1998, at 7:00 p.m., in the Conference Room, McGreer Hall.

Members present: Mrs. Bandrauk, Prof. Barlow, Dr. Black, Dr. Childs, Dr. Cook, Dr. Crooks, Ms. Cruikshank, Dr. Dean, Mrs. Durrant, Dr. Forrest, Dr. L.G. Harvey, Dr. Johnson, Mr. Jones, Ms. Keirstead, Dr. Lustigman, Mr. McKelvie, Dr. McLean, Ms. Montgomery, Mr. Roy, Mr. Saunders, Prof. Siddiqui, Dr. van Hulst, Dr. Wickens, Dr. Zubieta. Mrs. Hodder was in the Chair.

Absent: Prof. Carman, Dr. Sproule

Guest: Ms. F. Halliday, School of Education

1/409 APPROVAL OF THE AGENDA

The following items were added to the agenda:
4/409/i: Programme Quality Committee
5/409/iii: Report of the Nominating Committee
8/409/i: the names of Dr. Lin and Dr. Norman were added to the list of sabbatical reports
8/409/ii: Report on University Statistics

It was moved by Dr. Crooks, seconded by Mr. Saunders, that the agenda be approved as amended.

Motion carried.

2/409 APPROVAL OF THE MINUTES

The following corrections to the minutes were noted:
5/408/iii: in the motion, the word "regret" was changed to "displeasure".
Several spelling errors were noted and corrected.

It was moved by Dr. Cook, seconded by Dr. Black, that the minutes be approved as corrected.

Motion carried.

3/409 COMMUNICATIONS FROM THE CHAIR

Mrs. Hodder referred to a revised version of the document

L'université devant l'avenir, which had been circulated to members of Senate. The Minister, Mme Marois, intends to consult universities on the policy proposals during November; however an election called for this fall could disrupt her schedule.

If she does plan to visit Bishop's, a draft position statement will be prepared by the Principal, Vice-Principal and Deans.

The Principal reported briefly on a meeting of the AUCC held in Newfoundland, noting that the management of change and the status of core funding for universities were common concerns across the country.

4/409 BUSINESS ARISING

i) Programme Quality Committee. It was moved by Dr. McLean, seconded by Dr. Cook, that Senate approve the following mandate for the Committee:

The Programme Quality Committee will set quality indicators for Bishop's academic programmes, subject to Senate approval, drawing on the SPARC reviews and on research on what is being done at other institutions. The committee will assess the programmes in the light of these indicators on a continuing basis, formulate academic policy, and evaluate proposed course changes and new courses.

Senators raised questions about the process of setting quality indicators, about the expertise of programme evaluators, and about the need for adding an additional layer of approval to an already heavy procedure. It was pointed out that the formulation of academic policy properly belonged to the Deans, and should not form part of the Committee's mandate. Other Senators pointed to the need for an overview of the curriculum, particularly in light of decisions to be made about allocation of scarce resources.

It was moved by Dr. Dean, seconded by Dr. Stritch, that the motion be amended by changing the second sentence to read: The Committee will assess the programmes in the light of these indicators on a continuing basis, and report to Senate.

Amendment defeated

It was moved by Dr. Black, seconded by Dr. Lustigman, that the motion be amended by changing the word "set" to "propose" in the first sentence, and by deleting the second sentence entirely.

Amendment defeated.

After further discussion, the mover and seconder accepted the following wording for the motion:

The Programme Quality Committee will set quality indicators for Bishop's academic programmes, subject to Senate approval, drawing on the SPARC reviews and on research on what is being done at other institutions. The Committee will then assess the programmes in the light of these indicators on a continuing basis, and evaluate proposed course changes and new courses for recommendation to Senate.

Motion carried.5/409 COMMITTEE ITEMS

i) Dr. Cook referred to the SPARC report on the Département d'études françaises et québécoises, which had been distributed.

ii) It was moved by Dr. Cook, seconded by Dr. Forrest, that Senate permit the SPARC committee to contact potential reviewers for the History Department immediately, submitting the names of proposed reviewers for approval at a later time.

Motion carried.

Dr. Cook noted that the SPARC guidelines call for progress reports from the Deans one year after a programme review has been tabled at Senate. He indicated that such reports were overdue for the English Language programme, Economics, Music, Sociology/Anthropology, and Political Studies.

iii) Nominating Committee.

Dr. Stritch circulated a report on the membership of Senate committees, and drew Senate's attention to the following additions:

Continuing Education - Dr. Dudemaine and Dr. Taseen
Library - Mr. E. Flavelle
Student Academic Appeals - Mr. McKelvie and Mr. Byl as full-time student representatives; Mr. Jones as alternate
Teaching Evaluations - Mr. Jones, full-time student

Dr. Stritch indicated that the Research Ethics Committee had been replaced by the Research Ethics Board.

The following vacancies remain to be filled:

- Special Needs - a faculty member
- Student Academic Appeals - a faculty alternate
- Plagiarism - a Humanities faculty member
- Teaching Evaluations - a part-time student

Dr. Stritch said that nominations to fill these positions would be brought forward as quickly as possible. He moved, seconded by Mr. Jones, that Senate approve the committee appointments recommended in the Nominating Committee's report.

Motion carried.

6/409 OTHER MATTERS

i) Communications from the Executive Committee.

Mrs. Hodder reminded Senators of the planning process initiated several years ago, whereby the Executive Committee adopts guidelines for two years; these are assessed and revised annually, following a report on progress made towards the goals.

She reviewed the University's performance with regard to the objectives set by the Executive Committee last September. Full-time enrolment was 1,804 on 22 September 1998, against a goal of 1,800. Overall reductions of \$658,000 were made to the budget for 1998-99, against a goal of \$750,000. A reduction of \$711,000 was made in the academic budget for 1998-99, exceeding the goal of \$500,000.

Although reductions of \$175,000 were initially made to administrative support budgets, expenditures actually increased by \$53,000 between 1997-98 and 1998-99, as a result of new spending in computer services and recruitment, and changes in the accounting presentation of student fees.

Various revenue-generating activities were undertaken, notably in the areas of residences and food services, conferences and summer programmes, and the bookstore.

Mrs. Hodder then referred to the budget assumptions and planning guidelines approved by the Executive Committee for 1999-2001, noting that Recommendations 4 and 5 were directed to Senate

for its consideration.

It was moved by Dr. Cook, seconded by Dr. van Hulst, that Senate move into Committee of the Whole for discussion of these recommendations.

Motion carried.

With reference to Recommendation 5, Dr. Cook indicated that Senate was being asked to determine the proper balance between tenured full-time, sessional, and part-time appointments, over the long term, given the present budgetary constraints. At issue is the kind of university we want Bishop's to be within 5 or 10 years, which will be determined by decisions taken now about allocation of resources.

Student Senators voiced their concerns about rising student/faculty ratios, the availability of courses with reduced faculty positions, and the present high proportion of part-time and sessional instructors. They urged Senate to consider making a statement of principle in favour of tenure track faculty.

Senators suggested that the Senate Planning Committee be urged to look at a wide variety of options in order to prepare a number of different scenarios for Senate's consideration.

It was moved by Dr. Stritch, seconded by Mr. Roy, that Senate move out of Committee of the Whole.

Motion carried.

It was moved by Dr. Childs, seconded by Dr. Crooks, that Senate prepare and submit a plan to reduce the overall costs of delivering the academic programmes by \$300,000 between the 1998-99 budget and the 2000-2001 budget, such a plan to include a reduction of at least \$100,000 in the 1999-2000 budget year.

Motion carried.

It was moved by Dr. Cook, seconded by Dr. Crooks, that Senate ask the Senate Planning Committee to review the full-time faculty complement with a view to maximizing the number of full-time tenure track positions financially sustainable on a long-term basis.

Motion carried.

Dr. Black reminded members of the Senate Planning Committee of a motion passed by Senate in May 1998 (6/407/i) which lays out requirements for SPC's reports to Senate.

7/409 RECOMMENDATIONS

7.1 Williams School of Business and Economics

It was moved by Prof. Barlow, seconded by Dr. Zubieta, that Senate approve a new course BFN 315 Financial Derivatives.

Motion carried.

7.2 Humanities

It was moved by Dr. Forrest, seconded by Dr. Childs, that Senate approve a new course HIS 280 Women in Modern British History.

Motion carried.

7.3 Natural Sciences and Mathematics

It was moved by Dr. Dean, seconded by Dr. van Hulst, that Senate approve a new course BIO 471 Independent Studies in Biology.

Motion carried.

7.4 Social Sciences

i) It was moved by Dr. Johnson, seconded by Dr. Black, that Senate approve the following change in admissions requirements for Psychology, for inclusion in the Calendar (p.132):

Students lacking one or more of the required prerequisite courses in Introductory Psychology, Biology, or Mathematics, will be conditionally admitted to the Psychology programme and must complete these requirements within the first 60 credits after conditional admittance.

Motion carried.

ii) It was moved by Dr. Johnson, seconded by Dr. Stritch, that Senate approve two new courses in Political Studies: POL 333 Canada and the United States, and POL 345 Introduction to Public International Law.

Motion carried.

iii) It was moved by Dr. Johnson, seconded by Dr. Stritch, that Senate approve Mr. C. Peter Turner as the instructor of POL 345. It was pointed out that Mr. Turner holds a graduate diploma in International Law, and has extensive experience as a practising lawyer.

Motion carried.

7.5 School of Education

Dr. Cook moved, seconded by Prof. Siddiqui, that Senate approve the revised list of new courses and course number changes proposed by the School of Education in the document 7/409/7.5/1. He noted that these proposals represent a restructuring of the M.A. and M.Ed. programmes to meet the requirements of recent reforms to the education system.

Senators had questions concerning the purpose of some courses; it was suggested that more information about the structure of the programmes would have been helpful.

Motion carried.

It was moved by Dr. Cook, seconded by Dr. van Hulst, that Tom Matthews be approved as an instructor for EDU 201 Orientation to Teaching.

Motion carried.

It was moved by Dr. Cook, seconded by Dr. van Hulst, that Alice Renaud be approved as an instructor for EDU 201 Orientation to Teaching.

Motion carried.

7.6 Continuing Education

There were none.

The meeting adjourned at 9.45 p.m.

Janyne M. Hodder, Chair

Ann Montgomery, Secretary