

**BISHOP'S UNIVERSITY**  
**MINUTES**  
**OF THE 421st MEETING OF SENATE**

The 421st meeting of Senate was held on Monday 10 January 2000, at 7:00 p.m. in the Conference Room, McGreer Hall.

**Members present:** Mrs. J. Hodder, in the Chair; Dr. J. Crooks, Ms. S. Curran, Dr. A. Dean, Dr. A. Drumheller, Dr. L-G. Harvey, Ms. K. Hughes, Dr. A. Johnson, Dr. N. Jones, Dr. N. Khouzam, Mr. A. Lacas, Ms. E. Leath, Dr. M. Lustigman, Ms. A. Montgomery, Ms. A. Murphy, Dr. J. Rittenhouse, Prof. W. Robson, Prof. F. Siddiqui, Dr. A. Stritch, Dr. R. Van Hulst, Dr. H. White, Dr. L. Zubieta.

**Absent:** Mrs. W. Durrant, Mr. E. Favelle, Dr. N. Ferguson

Mrs. Hodder welcomed Senators, and in particular new Senator Dr. Harvey White, to the first meeting of the New Year.

1/421 AGENDA

5/421 i a        Dr. Stritch asked that this item be withdrawn, as the Nominating Committee has not yet had a chance to meet.

It was moved by Dr. Rittenhouse, seconded by Dr. Khouzam, that the agenda be approved as amended.

**Motion carried.**

2/421 MINUTES

It was moved by Dr. Crooks, seconded by Ms. Murphy, that the minutes of the 420th meeting be approved as circulated.

**Motion carried.**

3/421 COMMUNICATIONS FROM THE CHAIR

Mrs. Hodder told Senators that no information has been forthcoming with regard to the Ministry of Education's policy statement on universities. She reminded Senate that in addition to this initiative, the Ministry had promised a policy on re-investment in post-secondary education and a proposal for modifications of the rules for funding, none of which have yet been made public.

This means that the administration and the Executive Committee have so far been unable to address changes to the planning parameters for 2000-2001, made necessary by the recent salary settlements. It is hoped that financial information will be available by the end of January, but it could conceivably be as late as April. The Senate Planning Committee's

review of their three-year plan for faculty appointments will therefore have to be done in the absence of any news about new funding.

The Principal asked for a faculty and a student volunteer to participate in the 5-year performance review of the Registrar and Secretary General.

She indicated that the search for a new Director of Continuing Education would soon be under way, and that in the meantime the Registrar had agreed to act as supervisor of the Department.

Mrs. Hodder said she hoped to announce the appointment of a Director of Computer and Communications Services within the next two months.

She informed Senate that Dr. Louis-Georges Harvey had been appointed as Research Officer, effective immediately.

4/421 BUSINESS ARISING

There was none.

5/421 COMMITTEE ITEMS

i) Nominating Committee.

Dr. Stritch noted that with Dr. McLean on sabbatical there was a vacancy for Humanities on the Nominating Committee. It was moved by Dr. Stritch, seconded by Dr. Rittenhouse, that Dr. Harvey White be elected to fill this vacancy.

**Motion carried.**

ii) Programme Quality Committee.

The motion (5/420/ii) made by Dr. Crooks and seconded by Prof. Siddiqui that the Programme Quality Committee be disbanded was lifted from the table.

Dr. Khouzam reminded Senate that last April (5/415/ii) it had approved nine quality indicators proposed by the Programme Quality Committee, by which existing and new programmes could be evaluated. If the committee were to be dissolved, Dr. Rittenhouse wondered which body would be responsible for the monitoring process.

**Motion carried.**

The Principal invited the SPARC committee to consider how the quality indicators might be “operationalized”, and to return to Senate with a proposal.

5/421 iii) SPARC

b) Dr. Rittenhouse reported that the SPARC committee had reviewed its procedures and guidelines as a result of comments made at the October 1999 Senate meeting, and wished to propose several amendments to the document approved in January 1998:

It was moved by Dr. Rittenhouse, seconded by Dr. Crooks, that Senate approve a new text for clause #7:

“In order for Senate to appoint a Programme Review Committee, the academic unit will present to SPARC a list of six names along with a brief statement as to why each of these individuals is appropriate to act as reviewer. It must also indicate that they are at arm’s length from all members of the unit. This means that a potential reviewer might be acquainted with a member, but would not be a personal friend, research collaborator, co-author, teacher or former teacher (supervisor), or former department colleague. SPARC will then recommend to Senate the names of two reviewers and two alternates, along with reasons for their selection.”

**Motion carried.**

It was moved by Dr. Rittenhouse, seconded by Ms. Murphy, that Senate approve the following amended text for clause #9:

“...The submission shall be provided to the chairperson of SPARC no later than one month before the visit of the Programme Review Committee. In the exceptional circumstances of a delay to the regularly scheduled programme review, SPARC will recommend to Senate the revised deadline for the academic unit’s submission. ... The Programme Review Committee shall receive this information no later than two weeks before the visit to the campus.”

**Motion carried.**

It was moved by Dr. Rittenhouse, seconded by Ms. Murphy, that Senate approve the following revised text for clause #19:

“SPARC will ensure proper dissemination of the programme review by doing the following: internally, the self-evaluation by the academic unit, the programme review documents and the SPARC presentation to Senate of the programme review will be made available in the Old Library and the John Bassett Memorial Library; externally, the same materials will be sent to the appropriate provincial bodies.”

It was pointed out that the SPARC reviews were public documents, and that the provisions outlined above did not preclude dissemination of the material in other ways.

**Motion carried.**

5/421 iii) SPARC

a) This motion was withdrawn by the mover.

c) Dr. Andrew Dean deposited the SPARC review of the Mathematics Department, along with the departments' response and the reviewers' comments.

Dr. Rittenhouse indicated that the Mathematics reviewers' concern about the purchase and maintenance of appropriate computer software and hardware was relevant to all departments, and he therefore moved, seconded by Dr. Harvey, that the Principal convey to the Computer Policy Committee Senate's concern in this area, and invite this committee to consult with the departments and prepare a comprehensive policy, including budgetary implications, for the purchase and maintenance of information technology software and hardware, by April 2000.

**Motion carried.**

Dr. Rittenhouse also drew Senators' attention to the recommendations concerning the development of statistics education on campus; he was asked to forward a request to the Senate Planning Committee on this subject.

d) Dr. Dean deposited the Dean's Report on the status of SPARC recommendations concerning the Chemistry Department, as required one year after the review. He indicated that some guidelines from SPARC as to the content of such reports would be useful.

Senators discussed the question of whether Senate has authority to enforce compliance with SPARC recommendations, if a department declines to implement them, and how this might be done. The SPARC committee was asked to reflect on this issue, and bring suggestions back to Senate for consideration.

6/421 OTHER MATTERS

i) (7/419/7.4) It was moved by Dr. Stritch, seconded by Ms. Hughes, that students be allowed to count the same course as evidence of competency in two or more programmes without restriction (i.e. that double-counting is fully permissible) unless otherwise specified by programme descriptions in the Calendar.

**Motion carried.**

ii) a) It was moved by Prof. Siddiqui, seconded by Dr. Zubieta, that final examinations be scheduled in a large central location (e.g. the Pub) for all those faculty who desire this option.

**Motion carried.**

ii) b) It was moved by Dr. Crooks, seconded by Dr. White, that the Senate motion regarding the holding of examinations in all 100 and 200 level courses be understood as a guideline rather than a regulation.

Mrs. Hodder informed Senate that the disposition of a faculty grievance would be affected by the decision taken on this motion.

Some Senators pointed out that the regulation was not achieving its original purpose, as exemptions were routinely granted upon request. Others noted that Senate had originally

adopted it on the recommendation of the Programme Quality Committee, as a means of ensuring a basic standard of performance in these early courses.

**Motion carried.**

iii) It was moved by Dr. Stritch, seconded by Dr. Johnson, that all new academic appointments must have a minimum of a Master's degree or equivalent academic or professional qualification.

**Motion carried.**

7/421 RECOMMENDATIONS

There were no recommendations from the Divisions, the School of Education, or Continuing Education.

8/421 BRIEF INFORMATION

The Chair drew Senators' attention to the items listed in this section of the agenda.

The meeting adjourned at 8:35 p.m.

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Janyne M. Hodder, Chair

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Ann Montgomery, Secretary