

BISHOP'S UNIVERSITY

MINUTES OF THE 449TH MEETING OF SENATE

The 449th meeting of Senate took place on Monday 23 September 2002, at 7:00 p.m. in Tomlinson Hall, McGreer 100.

Members present: Mrs. J. Hodder, in the Chair; Dr. S. Black, Dr. R. Brewster, Ms. A. Campbell, Dr. M. Childs, Prof. P. Cunningham, Dr. A. deMan, Dr. A. Drumheller, Mrs. W. Durrant, Mr. E. Favelle, Mr. R. Jaggi, Dr. K. McLean, Prof. L. McRae, Ms. A. Montgomery, Ms. V. Newman, Dr. J. Rittenhouse, Prof. B. Robson, Dr. C. Rose, Mr. G. Stephens, Mr. I. Stephens, Dr. V. Stroehrer, Dr. L. Thomas, Ms. J. vanHorssen, Ms. C. Viens, Dr. G. Wickens, Dr. B. Willms, Dr. R. Yeats.

Absent: Dr. M. Scarlete

The Principal opened the meeting with a welcome to the new Senators, whom she introduced to the members. She briefly reviewed the rules to be followed at meetings of Senate, noting that Roberts Rules of Order were used as a guide. She indicated that meetings would not exceed two hours as a general rule.

1/449 AGENDA

Add: 5/449/vi SPARC – proposed reviewers for Liberal Arts;
7/449/7.1 – new course proposal BMG 140;
8/449/iii – instructor Dany Julien (M.Sc) BMG 140.

It was moved by Ms. Viens, seconded by Prof. Robson, that the agenda be approved as amended.

Motion carried.

2/449 MINUTES

It was moved by Prof. Robson, seconded by Ms. Viens, that the minutes of the 447th and 448th meetings of Senate be approved.

Motion carried (Dr. Yeats abstained).

3/449 COMMUNICATIONS FROM THE CHAIR

Mrs. Hodder informed Senators that as of today, enrollment for the fall semester stands at

1908 full-time and 522 part-time students. The full-time number is an increase over last year, though not as large as had been expected. She noted that the numbers of students from Ontario had doubled from last year's figure. A detailed analysis of student enrollment data will be issued later in the week.

The Principal advised Senators that a Special Convocation would be held on Tuesday 28 January 2003, to mark the 150th anniversary of the signing of the University's Royal Charter. The Governor General of Canada and Archbishop Andrew Hutchison have been invited to receive honorary degrees. A commemorative stamp is to be issued by Canada Post to mark the occasion, and it will be unveiled at the same ceremony.

Mrs. Hodder presented a document entitled "Performance Contract #2: Next Steps", a draft intended for discussion in all areas of the University. She reminded Senators that the first Performance Contract, signed in February 2001, was a condition for reinvestment in post-secondary education by the Québec government. The three-year term of the first Contract ends in 2003, and there is reason to believe that the present Minister will continue to use this model. The Principal noted that Bishop's had received the full grant for 2001-02, based on our performance against the goals of the original Contract.

The present document contains a mix of statistical reports, proposed goals for the next few years, and outlines of planning issues for various areas of the University. Some sections are still to be completed by Divisions, Schools and offices. The Principal expects that there will be wide discussion of these issues and goals, by Senate and the Executive Committee, and their sub-committees, and in the University community as a whole.

This version of the document will be posted on the secure page of the Bishop's web site.

It was moved by Dr. Rose, seconded by Dr. Wickens, that the document be referred to the Divisions and Schools.

Motion carried.

It was moved by Dr. Rittenhouse, seconded by Prof. Cunningham, that the document be referred to the appropriate sub-committees of Senate.

Motion carried.

4/449 BUSINESS ARISING

The Registrar presented the list of changes made to the graduation list following the 447th meeting of Senate.

5/449 COMMITTEE ITEMS

i) Nominating Committee.

It was moved by Dr. Wickens, seconded by Mrs. Durrant, that Senate approve the following changes to the membership of Senate committees:

Advisory Committee on Writing in English and Continuing Education Committee: delete A. Montgomery as Continuing Education representative.

Library Committee: add J. Manore and D. Bardati.

Nominating Committee: add A. Drumheller (repl. Jones) and L. McRae.

SPARC: add G. Gagné and J. Crooks.

Motion carried.

It was moved by Dr. Willms, seconded by Dr. Yeats, that the membership of the Prizes and Scholarships Committee be amended to include a representative from the School of Education.

Motion carried.

ii) Gender and Diversity Committee.

It was moved by Dr. Stroehrer, seconded by Prof. McRae, that the Ad Hoc Committee on Gender and Diversity be dissolved.

Motion carried.

iii) Senate Research Committee.

Dr. Willms presented the Senate Research Committee's report for the year 2001-02, which had been circulated to Senators.

It was moved by Dr. Willms, seconded by Dr. Rittenhouse, that Senate approve the Guidelines for Grant Applications for 2002-03, as outlined in the Report.

Motion carried.

It was moved by Dr. Willms, seconded by Mrs. Durrant, that the membership of the Senate Research Committee be amended to read as follows:

The Director of Research Services, *ex-officio*, six academics (one elected from each of the Divisions and Schools, and a professional Librarian), plus one Dean representing the University administration. The six academics and the Dean are voting members. A non-voting committee secretary is provided by the Vice-Principal's office.

Motion carried.

It was moved by Dr. Willms, seconded by Prof. McRae, that Senate support the Senate Research Committee's request to the Vice-Principal for funding to aid in the production and publication of a new Research Directory.

Motion carried.

5/449

iv) Ad Hoc Committee on the Strategic Research Plan.

Dr. Rittenhouse reminded Senators that a Strategic Research Plan had been developed last year in compliance with CFI and funding agency requirements. An ad hoc committee had been struck (Senate 444) to review the Plan and recommend changes to Senate. This committee has made some revisions in the interest of clarity and to bring the current federal and provincial funding context up to date, but has maintained the objectives outlined in the original document.

Senators queried the list of target areas for development of research expertise in the future. Dr. Rittenhouse explained that the list was not intended to reflect specific departments, but rather to suggest wider areas of research interest across the University.

It was moved by Dr. Rittenhouse, seconded by Dr. deMan, that the draft Strategic Research Plan be referred to the Divisions and Schools, and that the document be brought back to Senate at its October meeting.

Motion carried.

Dr. Rittenhouse requested that any suggestions for revision be conveyed to him as quickly as possible.

v) Senate Planning Committee mandate (5/444).

Prof. Robson referred to comments he had made at a Senate meeting last February concerning the mandate of the Senate Planning Committee and in particular its authority to recommend the closing, modification and/or reorganization of academic programmes.

He noted that the Rules, Orders and Regulations provide Senate with this authority, which can be delegated to the SPC. He recommended that in their review of the draft Performance Contract #2, the Divisions and Schools consider developing a more specific mandate for the SPC. In the meantime, the current guidelines should apply, and he urged that the SPC bring its recommendations for 2003-04 to Senate as quickly as possible.

vi) SPARC.

It was moved by Dr. Rittenhouse, seconded by Prof. McRae, that Senate approve the list of proposed reviewers and alternates for the SPARC review of the programmes in Computer Science.

Motion carried.

It was moved by Dr. Rittenhouse, seconded by Dr. Childs, that Senate approve the list of proposed reviewers and alternates for the SPARC review of the programmes in Modern Languages.

Motion carried.

It was moved by Dr. Rittenhouse, seconded by Ms. Viens, that Senate approve the list of proposed reviewers and alternates for the SPARC review of the programme in Liberal Arts.

Motion carried.

vii) Academic Appeals Committee.

Dr. Childs reported that an appeal referred to the Academic Appeals Committee last May had been granted.

6/449 OTHER MATTERS

i) Task Force on Student Success.

Dr. Childs presented the second report from this Task Force, which has been meeting over the past 12 months. He reviewed the progress made towards meeting the objectives set out in the first report, and summarized new recommendations put forward by the Task Force. It was moved by Dr. Childs, seconded by Ms. Viens, that Senate receive the report of the Task Force on Student Success, and that the recommendations be referred to the Divisions, relevant Senate committees, and other appropriate bodies in the University.

Motion carried.

The recommendations are as follows:

1. that student satisfaction surveys should become a regular feature of our institutional research;
2. that faculty members become more involved in recruiting, especially in regard to contact with students after admission;
3. that “learning community” initiatives be supported by a permanent annual budget line to be administered by the Deans in consultation with programme chairs;
4. that each academic unit consider some type of effective advising system; and that those faculty who devote time and energy to this function should have their efforts recognized in the faculty evaluation process;
5. that the voluntary remedial course be offered again in W2003, and that further efforts be made to identify students who would benefit from it;
6. that academic probation be instituted after the first semester rather than after the first year;
7. that the Senate Planning Committee consider retention as a criterion in assessing the resources to be allocated to departments and programmes;
8. that job skills initiatives and enriched educational activities for senior students become one of the priorities in the distribution of operating grant and Foundation funding;

9. that a retention and teaching resource listserve and/or website be created for the use of faculty and support staff;

10. that Bishop's establish clear and uniform university-wide procedures for hiring students, including the posting of all student jobs in the Career Centre, and that all non-permanent and non-BUSA employment which undergraduates are qualified to perform should be made available only to students currently enrolled in a degree or certificate programme; and

11. that a standing committee of Senate be established to oversee academic success and make reports and recommendations to Senate in a timely manner.

6/449

ii) The Registrar tabled a report on incidences of academic dishonesty reported to her during the 2001-02 academic year.

iii) It was moved by Dr. Rittenhouse, seconded by Prof. Robson, that Senate approve the terms of the Memorandum of Understanding between Bishop's University and the Federal granting agencies, including its attached schedules.

Motion carried.

Dr. Rittenhouse indicated that the Research Office will monitor our compliance with the provisions of the Memorandum of Understanding, and will bring recommendations to Senate as appropriate.

7/449 RECOMMENDATIONS

7.1 Williams School of Business and Economics

a) It was moved by Prof. Robson, seconded by Prof. McRae, that Senate approve a new course in Business BMG 140 Logistics Management.

Motion carried.

7.2 Division of Humanities

a) It was moved by Dr. Childs, seconded by Dr. Brewster, that Senate approve a new course in English ENG 235 History, Theory and Practice of Cultural Studies.

Motion carried.

b) It was moved by Dr. Childs, seconded by Dr. Thomas, that Senate approve a new course in English ENG 278 Science Fiction.

Motion carried.

7.3 Division of Natural Sciences and Mathematics

i) It was moved by Dr. Willms, seconded by Prof. McRae, that Senate approve a new Physics lab PHY 086 Waves, Optics, and Electromagnetic Laboratory.

Dr. Willms informed Senators that this would be a combination of two existing lab courses, which would be offered only to the students in year U0 of the proposed joint programme in Engineering/Liberal Arts, with the Université de Sherbrooke, should this project go ahead.

Motion carried.

ii)a. It was moved by Dr. Willms, seconded by Dr. Brewster, that Senate approve three new courses in Computer Science CSC 121 Advanced Programming Techniques, CSC 311 Advanced Computer Architecture, and CSC 312 Image Processing.

Motion carried.

ii)b. It was moved by Dr. Willms, seconded by Dr. Brewster, that Senate approved the proposed changes to the Honours and Major programmes in Computer Science.

Motion carried.

8/449 BRIEF INFORMATION

ii) In compliance with section 6.09 of the Collective Agreement, Senate was informed of two emergency appointments which had been made during the summer: Dr. Lorraine Doepel in Biology, and Dr. Shawn Malley in English.

iii) Dr. Willms drew Senators' attention to the proposal for a double-specialization programme in Engineering and Liberal Arts, which was being developed by Bishop's and the Université de Sherbrooke. The Université de Sherbrooke has approved the programme on its side, and the Division of Natural Sciences and Mathematics has also approved the proposed U0 course structure. Discussions on the proposal are now going on in other Divisions; Dr. Willms expressed the hope that recommendations could come to Senate very soon.

iv) Mrs. Hodder asked Senators to indicate whether they might be prepared to hold Senate meetings during the day starting with the Winter Semester 2003. Receiving a positive response, she undertook to propose several possible days and times at the October meeting.

The meeting adjourned at 9:00 p.m.

Janyne M. Hodder, Chair

Ann Montgomery, Secretary