



Bishop's University

MINUTES OF THE 490th MEETING OF SENATE

The 490th meeting of Senate took place on Monday January 22, 2007, at 7:00 p.m. in Tomlinson Hall, McGreer 100.

Present: Dr. R. Poupart in the Chair, Dr. C. Beauchamp, Dr. L. Bentabet, Prof. S. Béquet, Prof. R. Brown, Dr. T. Brüstle, Mr. M. Cestnik, Mr. R. Csernyik, Ms. M. Dumont, Dr. V. Faraoni, Dr. T. Fletcher, Dr. R. Harries, Mr. Y. Jodoin, Dr. A. Johnson, Ms. J. Molyneux, Dr. J. Rittenhouse, Ms. R. Sheeran, Prof. S. Sheeran, Dr. L. Standing, Dr. T. Ugland, Dr. C. Valsan, Prof. C. Viens, Dr. M. Vigneault, Prof. D. Westman, Dr. B. Willms.

Regrets: Ms. C. Lazarova, Mr. B. Lemenchick, Ms. S. Teasdale

The Principal welcomed Dr. Rebecca Harries a recently-named new member of Senate.

1/490 AGENDA

The Agenda was approved. (Béquet/Ugland) **Motion Carried**

2/490 MINUTES

The Minutes of the 489th meeting of Senate were approved after correction of a typo. (Béquet/Brown) **Motion Carried**

3/490 COMMUNICATIONS FROM THE CHAIR

Principal reported on:

- The quality of presentations at the recent and successful weekend-long conference on Louis St-Laurent's 1947 Grey Lecture on Canadian foreign policy.
- The Education Parliamentary Commission of the Quebec National Assembly where Bishop's will make a presentation on January 23, 2007.
- A successful Special Enrollment meeting held on January 11, 2007

There was a moment of silence in memory of Dr. Joanne Norman, from the English Department, who passed away the previous day.

4/490 BUSINESS ARISING

It was moved (Willms/Rittenhouse) to resume discussion on a previously tabled motion 4/490/i/b.

Motion Carried

It is moved (Willms/Teasdale) to change the present practice of requiring 4 calendar days between the end of classes and the beginning of final examinations. The new policy shall require at least two days between the end of classes and the beginning of final examinations except for courses of the Division of Natural Sciences which would keep 4 days.

Discussions by Senators ensued on the issue. Students reiterated their opposition to the change and moved an amendment (Molyneux/Dumont) to change the original motion to 3 days for examinations of all courses and 4 days for examinations for courses of the Division of Natural Sciences.

Motion defeated

Discussion resumed on the motion to require at least two days between the end of classes and the beginning of final examinations except for courses of the Division of Natural Sciences which would keep 4 days.

Motion carried

It was agreed that the Sessional Dates for 2007-2008 would be published taking into account the just-voted motion.

5/490 COMMITTEE ITEMS

- i) Senate Planning Committee Report

It was moved (Rittenhouse/Sheeran) that Senate authorize a two-year temporary appointment in Italian for September 2007-April 2009 at the Assistant Professor rank. **Motion Carried**

6/490 OTHER MATTERS

- i) Follow-Up on Special Enrolment Meeting (January 11th, 2007)

Report presented by Vice-Principal Rittenhouse:

“Discussion at the January 11 meeting indicated the many ways we can think about/consider better attracting students to Bishop’s. Concerns were also raised that the University needs to “make up its mind” soon as to its future course of action, its specific mission and its student enrollment numbers.

To just focus in on student numbers, from our historic high of 2200 full-time students (fall 2005), we have dropped to 2100. The last two incoming years (2005 and 2006) have seen less than 700 students and we will be graduating our largest class ever this June (the end of the double cohort effect).

To roughly keep at a 20:1 faculty/student ratio we would need to be at 2400 students. The only way to attain those numbers is to be nearer 800 incoming students than 600 and to better our retention/graduation rates. As the working group report on recruitment points out, our graduation rate is significantly lower than the competition.

In my summation of the meeting to the chairs/deans I provided a summary/course of action. I bring this to Senate’s attention.

SHORT-TERM ACTIONS (for consideration immediately)

- Departments update website content by end of January;
- Departments contact students who have requested information from Bishop’s;
- Ensure the Liaison Office has a clear understanding of the attributes and strengths of your Department;
- Engage your student representatives or groups in the student recruitment process for your Department;
- Departments consider possibilities for faculty/students to go on the road to CEGEPS, high schools via guest lectures/presentations;

- Departments put in place mechanisms whereby student applications are turned into attendees (letter writing, phonothons, etc). (March 1 on time frame);
- Departments put in place/improve mechanisms to ensure positive retention/graduation rates.

MEDIUM AND LONG-TERM ACTIONS (for successful implementation of “enrollment seasons” 2008-12)

- Best practices implemented in terms of updating web content and ensuring its designed/presented in a professional manner;
- Each division/department has coordinated enrollment strategies so that decanal or chair turnover does not require a “start-from-scratch” policy;
- Each division/department has coordinated retention/graduation strategies so that decanal or chair turnover does not require a “start-from-scratch” policy;
- Each Department does analysis of its program to ensure that it has flow for both its 3 and 4 year students and that its course descriptions are “attractive” as well as descriptive.
- With respect to all of above, ensure University has the means to measure success in these areas and share/encourage best practices across-the-university;
- Fully survey students as to their BU experience and share that information to all chairs/deans; fully follow-up on problem areas.

BIG PICTURE/STRATEGIC PLANNING ISSUES (institutional policies to ensure Bishop’s can successfully compete for incoming students, distinguish itself from the rest, pay the bills).

- Put in place an enrollment growth strategy and ways to measure attainment of goals;
- Invest in professional market research of our external audiences;
- Determine the opportunities for international recruitment and put in place a plan to attain such goals;
- Through strategic planning consider across-the-university requirements/initiatives, for example:
 - community service requirement for students
 - core curriculum requirements for students
 - international study/experience requirement for students

- simplification of program requirements
- development of innovative collaborative programs
- development of more flexible and/or three semester system
- In terms of distinguishing Bishop's consider specific institutional policies that would modify/fine-tune our mission and vision statements to aid in attracting students (ie. wellness initiatives, green initiatives, community initiatives, diversity initiatives, leadership initiatives, collaborative program initiatives, etc);
- Put in place resources in public relations and mechanisms for sharing information to ensure public/counselors/parents/students are fully aware of our successes."

Senators discussed the presentation and ask for clarifications on supervision of the plan and its implementation.

It was moved (Rittenhouse/Béquet) that Senate instruct the Academic Standing and Appeals Committee to ensure follow-up on Short-term actions, to bring to Senate recommendations concerning Medium and long-term actions and to ask the Strategic Planning Committee(and other interested bodies) to fully consider the Big Picture issues outlined above. **Motion Carried**

ii) Privacy Guidelines for Student Markers, Readers and Demonstrators

The SRC VP Academic, Ms. Molyneux, raised concerns about confidentiality and privacy guidelines for Student Markers, Readers and Demonstrators.

It was agreed to mandate Vice-Principal Rittenhouse and Registrar/Secretary General Jodoin to look at this issue and report back to Senate.

iii) Feasibility of Requiring Course Texts to be on Reserve at Library

The SRC VP Academic, Ms. Molyneux, raised an issue about the feasibility of requiring course texts to be on reserve at Library. This session 150 course texts out of 400 courses are available at Library.

It was agreed to mandate Vice-Principal Rittenhouse and University Librarian Teasdale to look at this issue and report back to Senate.

7/490 RECOMMENDATIONS

7.1 Williams School of Business

7.2 Division of Humanities

i) It was moved (Sheeran/Johnson) that Senate approved the following new courses in Modern Languages Department

a) CHI101a Introduction to Modern Chinese (Mandarin) I;

b) CHI102b Introduction to Modern Chinese (Mandarin) II

Motion Carried

7.3 Division of Natural Sciences and Mathematics

i) It was moved (Willms/Valsan) that Senate approved the following new courses in the Biology Department

BIO350b Invertebrate Physiology

BIO125b Environmental Health: Ecosystem Function and Public Health.

Motion Carried

7.4 Division of Social Sciences

7.5 School of Education

7.6 Continuing Education

8/490 BRIEF INFORMATION

i) New Instructors

a) English Department: Chelsea Honeyman, M.A.

b) Division of Natural Sciences: Sonie Brüstle

The meeting was adjourned at 7:55 pm

Dr. Robert Poupart, Chair

Mr. Yves Jodoin, Secretary