



560TH MEETING

WEDNESDAY, MAY 21ST 2014

3:00 P.M.

TOMLINSON HALL, MCGREER 100

AGENDA

560/1 Approval of Agenda

560/2 Approval of Minutes

2.1 Minutes of the 558th meeting of Senate

560/3 Communications from the Chair

560/4 Business Arising

560/5 Committee Items

5.1 Amendment to policy on access to student information – advising – H. Rouleau/V. Meikle

560/6 Other Matters

6.1 Approval of Degrees, Diplomas and Certificates to be awarded at Convocation, June 6 and 7, 2014 – H. Rouleau

560/7 Recommendations from the Divisions

7.1 Williams School of Business

7.2 Arts and Science

7.2.1 Division of Humanities

7.2.2 Division of Natural Sciences and Mathematics – M. Murray

7.2.2.1 Adjunct Status for Dr. Elmehdi Aitnouri (Computer Science) for 6 years

7.2.2.2 Adjunct Status for Dr. Alexandre Drouin (Chemistry) for 6 years

7.2.2.3 Adjunct Status for Dr. Annie Duchesne (Biology) for 6 years

7.2.3 Division of Social Sciences

7.3 School of Education

7.4 Continuing Education

560/8 *Information items*



DOCUMENT 561/2.2

**560TH MEETING OF THE SENATE
OF BISHOP'S UNIVERSITY**

MINUTES

The 560th meeting of Senate took place on May 21st 2014, at 3:00 p.m., in McGreer 100.

Chair: Principal Michael Goldbloom

Present: Dr. Avril Aitken, Dr. Gilbert Gagné, Dr. Bruce Gilbert, Mr. Bruno Gnassi, Dr. Kerry Hull, Dr. Adrianna Mendrek, Ms Chelsea McLennan, Dr. Michele Murray, Dr. Michael Richardson, Mr. Hans Rouleau, Dr. Cranmer Rutihinda, Dr. Miles Turnbull, Dr. Calin Valsan, Dr. Marianne Vigneault

Regrets: Dr. Hafid Aggouram Dr. Darren Bardati, Dr. Jean Manore, Dr. Trevor Gulliver, Dr. Laurie Milner, Dr. Sylvain Turcotte, Dr. Trygve Ugland

Secretary: Ms Victoria Meikle

The Principal called the 560th meeting of Senate to order at 3:05 p.m.

ITEM 560/1: APPROVAL OF AGENDA

The agenda was adopted as circulated.

ITEM 560/2 APPROVAL OF THE MINUTES

2.1 Approval of minutes of 558th meeting

Marianne Vigneault moved the approval of the minutes of the 558th meeting of Senate as distributed and Avril Aitken seconded the motion.

The motion carried.

2.2 Approval of minutes of the 559th meeting

The Secretary General indicated that the approval of the minutes of the 559th meeting would be deferred to the 561st meeting, scheduled for September 15th 2014.

ITEM 560/3 COMMUNICATIONS FROM THE CHAIR

Academic Officers

The Principal thanked Avril Aitken and Calin Valsan for their service as Interim Deans of the School of Education and of the Williams School of Business respectively.

ITEM 560/4 BUSINESS ARISING

4.1 Fall study break

The Vice-Principal Academic reported that Academic Standing and Admissions Policy Committee had not reached consensus on a recommendation in relation to a Fall Study Break. The Committee proposed to do some surveying of students in the Fall, with information on impact on the start and end dates for the fall term.

4.2 Academic Analysis process.

The Vice-Principal Academic reported that the Steering Committee for the Academic Analysis had met.

A Town Hall meeting with consultants was planned for June 3rd, from 9:00 a.m. to 11:00 a.m., to allow members of faculty to get more information on the proposed process and on potential indicators that might be used in the program analysis. The Steering Committee also planned to launch a Moodle site for the process.

The Vice-Principal asked for questions or comments. There being none, he indicated that Senators could direct any questions about the process to him or to the other members of the Steering Committee.

ITEM 560/5 COMMITTEE ITEMS

5.1 Amendment to policy on access to student information for the purposes of advising

The Registrar and the Secretary General spoke to Document 560/5.1, outlining the need to amend the policy on access to student transcripts in order to allow access to those who require it for advising purposes, while protecting the confidentiality of personal information in conformity with the University's obligations under the *Loi sur l'accès aux documents des organismes publics et la protection des renseignements personnels*.

The Registrar asked that Senate approve the recommendation made by the Academic Standing and Admissions Policy Committee; Bruce Gilbert seconded the motion.

The motion carried.

RESOLUTION TO APPROVE THE RECOMMENDATION
OF THE ACADEMIC STANDING AND ADMISSIONS POLICY COMMITTEE
ON ACCESS TO STUDENT FILES AND TRANSCRIPTS

The following persons are to be allowed access to student files and transcripts within the limits outlined:

- a) The Principal (access to all student files and transcripts);
- b) The Vice-Principal Academic (access to all student files and transcripts);
- c) Registrar's office, including Admissions, Liaison, Records and other staff (access to all student files and transcripts);
- d) Academic Deans, and their administrative assistants, for students in their own Divisions, students requesting transfer to their Divisions, SPU students and files for credit evaluations;
- e) Departmental Chairpersons for the students enrolled in programs within their own Departments;
- f) Faculty members and employees involved in academic advising shall have access to transcripts for students enrolled in programs and courses within their own Departments or Schools;
- g) Director, Continuing Education, access to files and transcripts of part-time students in extension courses and those part-time students who are graduating;
- h) Dean of Student Affairs;
- i) Student Ombudsman;

- j) Administrative Officer, Loans and Bursaries;
- k) Chief of Security: student files only, not transcripts.

During the course of discussion, the Registrar indicated that he would establish a list of those individuals, described in item F above, who have access to transcripts for the purpose of advising, and transmit it to the Secretary General.

ITEM 560/6 OTHER MATTERS

6.1 Approval of Degrees, Diplomas and Certificates to be awarded at Convocation, June 6th and 7th 2014

The Registrar noted that all candidates presented to Senate for graduation had been vetted by Chairs, Deans and the Registrar's office.

1. Bachelor of Arts in Business

Calin Valsan, Dean of the Williams School of Business moved, and Gilbert Gagné seconded, that Senate receive the list of candidates for the degree of Bachelor of Arts in Business, as presented by Hans Rouleau, Registrar, and that these candidates be awarded this degree at Convocation on June 6, 2014.

The motion carried.

2. Bachelor of Arts in Education

Avril Aitken, Dean of Education moved, and Michele Murray seconded, that Senate receive the list of candidates for the degree of Bachelor of Arts in Education, as presented by the Registrar, and that these candidates be awarded this degree at Convocation on June 7, 2014.

The motion carried.

3. Bachelor of Arts in Humanities

Michele Murray, Dean of Arts and Science moved, and Kerry Hull seconded, that Senate receive the list of candidates for the degree of Bachelor of Arts in Humanities, as presented by Hans Rouleau, Registrar, and that these candidates be awarded this degree at Convocation on June 7, 2014.

The motion carried.

4. Bachelor of Arts in Natural Sciences and Mathematics

Michele Murray, Dean of Arts and Science moved, and Bruce Gilbert seconded, that Senate receive the list of candidates for the degree of Bachelor of Arts in Natural Sciences and Mathematics, as presented by Hans Rouleau, Registrar, and that these candidates be awarded this degree at Convocation on June 7, 2014.

The motion carried.

5. *Bachelor of Arts in Social Sciences*

Michele Murray, Dean of Arts and Science moved, and Adrianna Mendrek seconded, that Senate receive the list of candidates for the degree of Bachelor of Arts in Social Sciences, as presented by Hans Rouleau, Registrar, and that these candidates be awarded this degree at Convocation on June 7, 2014.

The motion carried.

6. *Master of Education*

Avril Aitken, Dean of Education, moved and Marianne Vigneault seconded, that Senate receive the list of candidates for the degree of Master of Education, as presented by Hans Rouleau, Registrar, and that these candidates be awarded this degree at Convocation on June 7, 2014.

The motion carried.

7. *Bachelor of Business Administration*

Calin Valsan, Dean of the Williams School of Business, moved and Avril Aitken seconded that Senate receive the list of candidates for the degree of Bachelor of Business Administration, as presented by Hans Rouleau, Registrar, and that these candidates be awarded this degree at Convocation on June 6, 2014.

The motion carried.

8. *Bachelor of Science*

Michele Murray, Dean of Arts and Science moved, and Chelsea McLellan seconded, that Senate receive the list of candidates for the degree of Bachelor of Science, as presented by Hans Rouleau, Registrar, and that these candidates be awarded this degree at Convocation on June 7, 2014.

The motion carried.

9. *Bachelor of Education*

Avril Aitken, Dean Education, and Michael Richardson seconded, that Senate receive the list of candidates for the degree of Bachelor of Education, as presented by Hans Rouleau, Registrar, and that these candidates be awarded this degree at Convocation on June 7, 2014.

The motion carried.

10. *Certificates*

Miles Turnbull, Vice-Principal Academic, moved and Michele Murray seconded, that Senate receive the list of candidates for Certificates, as presented by Hans Rouleau, Registrar, and that these candidates be awarded this certificate at Convocation on June 6, 2014.

The motion carried.

11. *Bachelor of Arts, Thomas More Institute*

Miles Turnbull, Vice-Principal Academic, moved and Bruno Gnassi seconded, that Senate receive the candidate for the degree of Bachelor of Arts, Thomas More Institute, as presented by Hans Rouleau, Registrar, and that these candidates be awarded this degree at Convocation on June 7, 2014.

The motion carried.

12. *Motion to add or delete candidates following the Senate meeting*

Miles Turnbull moved, and Kerry Hull seconded, that the Vice-Principal Academic, the Deans, and the Registrar be authorized by Senate to add names of students to the graduating list, subject to satisfactory completion of program requirements, or to delete candidates who do not meet their program requirements by the date of Convocation.

The motion carried.

The Registrar reported on the number of students eligible to graduate at each of the three Convocation ceremonies.

The Principal urged faculty members to attend as many Convocation ceremonies as possible.

ITEM 560/7 RECOMMENDATIONS

7.1 *Williams School of Business*

There were no recommendations from the Williams School of Business.

7.2 *Arts and Science*

7.2.1 *Division of Humanities*

There were no recommendations from the Division of Humanities.

7.2.2 *Division of Natural Sciences and Mathematics*

The Dean of Arts and Science introduced three Adjunct professors in the Division of Natural Sciences and Mathematics, explaining that adjunct status

is typically sought by a professor from outside the University for the purpose of doing research at Bishop's, and being eligible to apply for research grants. These three proposed Adjunct professors have been approved by the Division. Dr. Murray proposed that Adjunct status be conferred for a period of six years in each case.

7.2.2.1 Adjunct Status for Dr. Elmehdi Aitnouri

Dr. Murray moved the conferral of adjunct status in Computer Science on Dr. Elmehdi Aitnouri for a period of six years, and Marianne Vigneault seconded the motion.

The motion carried

7.2.2.2 Adjunct Status for Dr. Alexandre Drouin

Dr. Murray moved the conferral of adjunct status in Chemistry for a period of six years and Adrianna Mendrek seconded the motion.

The motion carried

7.2.2.3 Adjunct Status for Dr. Annie Duchesne

Dr. Murray moved the conferral of adjunct status in Biology for a period of six years and Kerry Hull seconded the motion.

The motion carried

7.2.3 Division of Social Sciences

There were no recommendations from the Division of Social Sciences.

7.3 School of Education

There were no recommendations from the School of Education.

7.4 Continuing Education

There were no recommendations from Continuing Education.

ITEM 560/8 INFORMATION

The Principal wished Senators a good summer.

There being no further business, the 560th meeting of Senate adjourned at 3:44 p.m.

Michael Goldblum
Michael Goldblum, Chair

Victoria Meikle
Victoria Meikle, Secretary