



609TH MEETING OF SENATE

FRIDAY, MARCH 13, 2020

2:30 P.M.

MINUTES

Chair: Principal Michael Goldbloom

Present: Dr. Hafid Agourram, Ms. Reena Atanasiadis, Dr. Darren Bardati, Dr. Jim Benson, Ms. Aunika Braun, Dr. Gregory Brophy, Ms. Norah Exume, Mr. Mark Gandey, Dr. Claire Grogan, Dr. Corinne Haigh, Ms. Isabella Janušonis, Ms. Cassandra Johnson-Desnoyer, Ms. Melina Krallis, Ms. Catherine Lavallée-Welch, Dr. Elizabeth Prusak, Mr. Bill Robson, Mr. Hans Rouleau, Dr. Michael Teed, Dr. Miles Turnbull, Dr. Marianne Vigneault, Dr. Brad Willms, Dr. Dawn Wiseman

Remotely: Mr. Yotam Baum, Dr. Jessica Riddell

Regrets: Mr. Philippe Gravel, Dr. David Webster

Guests: Ms. Marilyn Hardy, Dr. Stine Linden-Andersen

Secretary: Dr. Trygve Ugland

The Chair called the 609th meeting to order at 2:30 p.m.

ITEM 609/1 APPROVAL OF AGENDA

Approval of the agenda as presented was unanimous.

ITEM 609/2 APPROVAL OF MINUTES – 608TH MEETING OF SENATE

Approval of the minutes of the 608th meeting of Senate as presented was proposed.

Moved by: Darren Bardati

Seconded by: Gregory Brophy

Motion carried.

ITEM 609/3 COMMUNICATIONS FROM THE CHAIR

The Principal welcomed the President, Ms. Marilyn Hardy, and several other Student Representatives' Council executive members who are not on Senate but who were in attendance as observers to the meeting.

The Principal said that the Covid-19 pandemic is forcing the University to make unprecedented decisions. During this critical time, the University is guided by two main principles: to follow the provincial government's guidelines and protect the health of the members of our community; and, while pursuing that primary objective, to do all that is reasonably possible for our students to complete the academic semester. The Principal mentioned that the Vice-Principal Academic would address the Covid-19 pandemic and present several measures to address the crisis in his academic report.

ITEM 609/4 BUSINESS ARISING

There was no business arising.

ITEM 609/5 COMMITTEE ITEMS

5.1 AD HOC COMMITTEE ON THE REVIEW OF THE STUDENT TEACHING EVALUATION INSTRUMENT

The Chair of the Committee, Dr. Gregory Brophy, reported to Senate on the prospects of conducting student teaching evaluations online. Dr. Brophy said that the current teaching evaluation process is unsustainable as it relies on an obsolete program run on an unsupported Windows server. Furthermore, he said that there is an enormous amount of paper wasted every semester.

The Committee conducted a benchmarking exercise and found that 21 of the 29 Canadian universities canvassed were administering teaching evaluations using an online tool. The benefits mentioned by the universities include efficiency, greater security of the data, saving money, an increase of substantive qualitative comments for instructors as well as less paper waste. The concerns cited by the aforementioned universities include a reduction in participation rates and a potential increase in discriminatory comments.

The Committee discussed possible solutions to the potential reduction in participation such as having students complete unscheduled evaluations, adjusting the window of time for completing the evaluations, etc. To counteract the potential increase in discriminatory comments, some other universities notify students that derogatory comments will lead to their evaluation being disqualified.

Information Technology Services (ITS) recommended Explorance Blue as the online student teaching evaluation tool. The Committee tested Explorance Blue and found that it had a user-friendly interface that enabled professors to determine when and for how long the survey would be open. One of the main advantages of Explorance Blue is that it interfaces easily with PowerCampus.

Dr. Brad Willms asked what would prevent students from submitting multiple evaluations of the same instructor and course. Dr. Brophy said the students' unique electronic identifier would be used to ensure that each student registered in the course could complete the evaluation a single time.

Motion:

The Ad-hoc Committee on the Review of the Student Teaching Evaluation Instrument moves that as of Spring 2020, the Senate-approved procedure for administering student evaluations change to an online platform. Furthermore, the Committee moves to adopt the Explorance Blue software, as recommended to the Committee by ITS, for the online administration of the evaluations. Finally, the Committee moves that teaching evaluations normally be conducted during class time, at a time chosen by the instructors, as they do currently. Notwithstanding, instructors shall be free to allow students who are not present during class time to complete the evaluations at their convenience during a window of time that the instructor controls.

Moved by: Gregory Brophy

Seconded by: Aunika Braun

Motion carried.

5.2 SENATE PROGRAM ACADEMIC REVIEW COMMITTEE

The Chair of the Committee, Dr. Miles Turnbull, presented the SPARC Committee's proposed revision of the SPARC procedures. At its 608th meeting held on January 31st 2020, Senate approved changes to the SPARC policy. However, there was a request to better clarify the role of the internal-external members on the Program Review Committee, to provide guidelines on Faculty member eligibility to play this role and on the process for appointing an internal-external member. These clarifications were presented to Senate in Document 609/5.2.

Motion

On behalf of the Senate Program Academic Review Committee, Dr. Turnbull proposed that Senate approve the updated SPARC policy (Document 609/5.2). The changes will become effective for the 2020-21 academic year.

Moved by: Miles Turnbull

Seconded by: Gregory Brophy

Motion carried.

5.3 SENATE PROGRAM ACADEMIC REVIEW COMMITTEE

The Chair of the Committee, Dr. Turnbull, presented the SPARC review documents for the department of English, the Liberal Arts Program and the Biochemistry Program.

5.4 SENATE COMMITTEE ON GRADUATE STUDIES REPORT

The Chair of the Committee, Dr. Turnbull, presented the guidelines that the Director of Research and Graduate Studies, Dr. Amy Sotelis had prepared for the application process for two graduate studies scholarships: a merit award intended to encourage first-year graduate students to continue their studies at Bishop's and an entrance scholarship. The Bishop's Foundation has allocated \$100,000 to support these initiatives on an annual basis.

ITEM 609/6 OTHER BUSINESS

6.1 ACADEMIC REPORT & COVID-19 UPDATE

The Vice-Principal Academic & Research, Dr. Miles Turnbull, gave an update of the Strategic Innovation Hires and on recruitment for the Canada Research Chair positions.

Document 609/6.1i entitled *Pro-active initiatives to help prevent the spread of COVID-19 and other influenza viruses* was distributed and Senators were given the time to read the document before the meeting resumed.

Dr. Turnbull said that the University has two fundamental priorities in responding to the COVID-19 pandemic: to protect the health of the members of our community; and, while pursuing that primary objective, to do all that is reasonably possible for our students to complete the academic semester.

Dr. Turnbull said that as of March 13, 2020, approximately 75% of classes had already been delivered. Therefore, he argued that sufficient in-class instruction had been completed to make it possible for students to receive academic credits for the course provided that remaining assignments and assessments were completed.

Dr. Hafid Agourram suggested that there should be two plans, one for what would happen if the University reopens on March 30th and another plan for what would happen if the University remains closed until the end of the semester.

Motion 1:

That Senate agree that a sufficient percentage of classes have already occurred and that provided students' performance is deemed adequate by the Professor, students will be granted academic credit for the course.

Moved by: Miles Turnbull

Seconded by: Aunika Braun

For: 22

Abstained: 1

Against: 0

Motion carried.

Education students currently enrolled in the 13-week (EDU 428/429) practicum may not have completed sufficient hours of practicum to qualify for the Bachelor of Education degree.

Similarly, Education students currently enrolled in the 6-week practicum (EDU 328/329) may not have completed sufficient hours to qualify for their first BA or BSc degree. Dr. Turnbull proposed that the Dean and Chair of Education, along with the Director of Practice Teaching, and in consultation with the Vice-Principal Academic & Research and Registrar, be entrusted to identify an acceptable solution for these courses on a case-by-case basis.

Motion 2:

That Senate agree that in the case of Education students currently enrolled in the 13-week practicum (EDU 428/429) or the 6-week practicum (EDU 328/329), the Dean and Chair of Education, along with Dr. Avril Aitken, Director of Practice Teaching, and in consultation with the Vice-Principal Academic & Research and Registrar, shall be entrusted to identify an acceptable solution for these courses on a case-by-case basis.

Moved by: Miles Turnbull

Seconded by: Gregory Brophy

Motion carried.

Dr. Turnbull said that the government's announcement closes the physical learning spaces at the University but does not preclude online learning activities and evaluations and he encouraged professors to consider these options when preparing student assessments. This would offer professors more flexibility when the percentage of completed assignments is not sufficient for grading.

The SRC Vice-President Academic, Ms. Aunika Braun, asked if the final exam schedule could be kept and used as a framework for professors to assign final exams or assignments online. Ms. Braun granted speaking privileges to the SRC President, Ms. Marilyn Hardy.

Ms. Hardy asked Senators to give a single clear message to students regarding the current semester. Many students are anxious about the Covid-19 situation, and their anxiety is shared by their parents who are actively trying to get them home.

Dr. Turnbull proposed a motion concerning the grading of courses. However, following discussion, he withdrew the motion and indicated that the matter would be brought back to Senate at a later date.

Motion 3:

That Professors shall be expected to reorganize how they will distribute the grading scheme in each course, that Professors will inform students how they will be graded under these exceptional circumstances, and that Professors shall not produce a final grade for a student that is based uniquely on assessment activities that are worth less than 50% of the final grade as proposed in the original course outline distributed in the class at the add-drop date.

Moved by: Miles Turnbull

Seconded by: Aunika Braun

Motion withdrawn.

The Principal ceded the Chair in order to attend a conference call with the *Ministre de l'Éducation et de l'enseignement supérieure* at 4:14 p.m. The University Statutes state that the Vice-Principal Academic shall take the Chair in the Principal's absence unless he is putting forward a motion in which case "the member of the Senate senior by length of appointment to the faculty shall preside" (Division I, section 5.6). It was determined that Dr. Marianne Vigneault would preside in the Principal's absence.

Dr. Turnbull proposed that Senate allow for electronic voting to facilitate and expedite Senate consultations during exceptional situations such as the COVID-19 pandemic. The University Librarian, Ms. Catherine Lavallée-Welch, made a friendly amendment to add the words "... to the end of June 2020". Dr. Turnbull accepted the friendly amendment which resulted in the following motion:

Motion 4:

That Senate allow for electronic voting on urgent and critical matters in exceptional circumstances to the end of June 2020.

Moved by: Miles Turnbull

Seconded by: Reena Atanasiadis

Motion carried.

The Principal resumed the Chair at 4:37 p.m.

Ms. Braun proposed that Senate agree to cancel in person final exams, but maintain the exam schedule for professors to administer evaluations. There was no seconder the motion and it was withdrawn.

Dr. Turnbull granted the Dean of Student Affairs, Dr. Stine Linden-Andersen the right to speak. Dr. Linden-Andersen spoke to the needs of all students in this very unsettled time. She said that International students are particularly worried as travel back and forth to their home countries might be restricted which could affect their ability to complete their studies at Bishop's. She suggested that Senate could make a motion for International Students. Dr. Turnbull proposed that the weekend be used for reflection on the best way forward.

Dr. Jessica Riddell suggested that there be a working group with dedicated resources to support professors in exploring various virtual teaching and assessment options. Dr. Turnbull said that he would communicate with Dr. Jerald Sabin and report back to Senate.

ITEM 609/7 INFORMATION ITEMS

7.1 Senate May meeting date

The Registrar, Mr. Hans Rouleau, requested that Senate move the Marks meeting from May 15th to May 22nd to accord departments and divisions more time to finalise marks before presenting them to Senate.

Motion:

That the Senate Marks meeting be held on May 22nd 2020 instead of May 15th 2020.

Moved by: Claire Grogan

Seconded by: Miles Turnbull

Motion carried.

ITEM 609/8 RECOMMENDATIONS

8.1 Williams School of Business - no recommendations

8.2 Arts and Science

8.2.1 Division of Humanities - no recommendations

8.2.2 Division of Natural Sciences and Mathematics - no recommendations

8.2.3 Division of Social Sciences - no recommendations

8.3 School of Education

Dr. Dawn Wiseman, on behalf of the Dean of the School of Education, moved the approval of 8.3.1 to 8.3.3.

Moved by: Dawn Wiseman

Seconded by: Mikes Turnbull

Motion carried.

Dr. Wiseman, on behalf of the Dean of the School of Education, moved the approval of 8.3.4 to 8.3.8.

Moved by: Dawn Wiseman

Seconded by: Mikes Turnbull

Motion carried.

Dr. Wiseman, on behalf of the Dean of the School of Education, moved the approval of 8.3.9.

Moved by: Dawn Wiseman

Seconded by: Mikes Turnbull

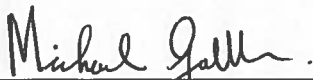
The motion carried.

Upon discussion with Dr. Brad Willms, Dr. Wiseman withdrew 8.3.10 pending rewording of the Mathematics prerequisites.

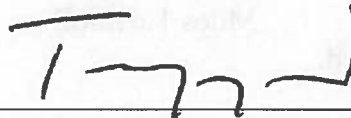
The motion to approve 8.3.10 was withdrawn.

8.4 Continuing Education - no recommendations

There being no additional business, the meeting was adjourned at 5:03 p.m.



Michael Goldbloom, Chair



Trygve Ugland, Secretary General