



SENATE
Minutes of Meeting

Date: Friday, January 14, 2022
Time: 2:30pm-5:30pm
Room: Virtual (MS Teams)

PRESENT: Jalal Ahamed, Majid Ahmadi, Laila Albalkhi, Sirinart Ananvoranich, Dave Andrews, Youstina Asaad, Abeer Asif, Reem Bahdi, Fazle Baki, Chris Baillargeon, Isabelle Barrette-Ng, Selinda Berg, Dave Bussiere, John Cappucci, Lorraine Chandler, Cheryl Collier, Edward Cruz, Beth Daly, Darryl Danelon, Jasleen Dayal, Gordon Drake, Phil Dutton, Mitch Fields, Chris Fredette, Robert Gordon (Chair), Alice Grgicak-Mannion, Michelle Hajnal, Nick Hector, Myron Hlynka, Chris Houser, Andrew Hubberstey, Jennifer Johrendt Debbie Kane, Jessica Kichler, Norman King, Ziad Kobti, Ruth Kuras, Phebe Lam, Diana Marion, Tifanny Martindale, Lydia Miljan, Ken Montgomery, Adam Mulcaster, Maureen Muldoon, James Oloo, Kathryn Pasquach, Adam Pillon, Jody Ralph, Steven Rehse, Helga Reidel, Linda Rohr, Jake Rondot, Antonio Rossini, Hussein Samhat, Victor Sevillano Canicio, Debbie Sheppard-LeMoine, KW Michael Siu, Julie Smit, Kendall Soucie, Jennifer Soutter, Maureen Sterling, Bonnie Stewart, Edwin Tam, Ester Van Eek, Niel Van Engelen, Bill Van Heyst, Lionel Walsh, Yuntong Wang, Patricia Weir, Robert Weir, Stephen Weir, Jennifer Willet, Sue Williams.

ABSENT WITH REGRETS: Wissam Aoun, Tirupati Boliseti, Greg Chung-Yan, Ronjon Paul Datta, Alex Gayowsky, Andrzej Sobiesiak, Peter Zimmerman.

ABSENT: Pedro Kantati, Gabrielle Walach.

IN ATTENDANCE: Jennie Atkins, Nick Baker, Clinton Beckford, Christopher Busch, Richard Caron, Vincent Georgie, Adrian Guta, Beverly Hamilton, Gillian Heisz, Kaye Johnson, Jaimie Kechego, Anna Kirby, Erika Kustra, Marium Tolson-Murty, Karen Pillon, Renee Trombley, Kent Walker, Rosemary Zanutto; Danny Anger (University Secretariat), Renée Wintermute (University Secretary), Alison Zilli (University Secretariat).

1 Approval of Agenda (Unstarring agenda items)

MOTION: That the agenda be approved.

Majid Ahmadi/Edwin Tam
CARRIED

2 Minutes of the meetings of December 10, 2021

MOTION: That the minutes of the meeting of December 10, 2021 be approved.

Edward Cruz/Lionel Walsh
CARRIED

3 Business arising from the minutes

Nothing to report.

4 Outstanding Business/Action Items

Nothing to report.

Reports/New Business

5.1 Report from the Student Presidents (UWSA/GSS/OPUS)

University of Windsor Students Alliance (UWSA)

Members were informed that the UWSA is working on increasing its communication to students for the Winter 2022 semester. Students are expressing concerns regarding the status of course delivery, with some students wishing to remain online while others preferring to have a larger in-person presence. It was noted that the UWSA is hosting Frost Week from January 25-29 which will include a virtual paint night, a games night, and an open conversation about mental health (Bell Let's Talk). Members were also informed that the Universal Bus Pass has been suspended for the Winter 2022 semester and that planning is underway for the upcoming UWSA elections.

Graduate Students Society (GSS)

Senators were informed that GSS is also working on communications with students for the upcoming semesters and making sure students are provided with up-to-date information pertaining to transitioning back to in-person research activity. It was noted that the issue of stress and burnout in research programs is something that is being openly discussed.

Organization of Part-Time University Students (OPUS)

Members were informed that OPUS will be virtually hosting Winter Appreciation week January 10th-14th as well as its Annual Social on February 10, 2022. OPUS is also hosting some awareness webinars for students.

5.2 Report of the President

(See document S220114-5.2 for more details.)

President on Indigenous Relations and Outreach

Senators were informed that Dr. Beverly Jacobs has been appointed as the new Senior Advisor to the President on Indigenous Relations and Outreach commencing January 17, 2022.

Strategic Planning

Members were informed that work on strategic planning is progressing well. An outline of the process and timeline was provided to Senators with the goal of having an initial draft of the Strategic Plan document for Senate consultations possibly by May/June.

Employee Engagement Survey

It was noted that an employee engagement survey in mid-March will provide an opportunity for faculty and staff to share feedback on their experiences; identifying strengths and areas for improvement.

State of University Address

Senators were informed that the State of the University Address, will be presented on Wednesday, January 26 at 11:00am, which will outline the accomplishments and contributions of faculty, students, and staff over the past year and identify key priorities for 2022.

Winter 2022 Semester

Members were informed that the University will re-initiate the gradual return to on-campus learning, beginning Monday, January 31, with a goal for Winter 2022 to move towards a full return to campus life. The current plan is to have a minimum of 50% of classes offered face-to-face with minimum 50% room capacity. The University will be exploring additional safety measures such as having seating charts in face-to-face classrooms to facilitate identification of close contacts, if required. A formal announcement will be sent out on Monday to the campus community.

Members were reminded that masks will be mandatory, with the possibility of requiring higher-grade medical masks in higher risk situations or areas.

5.3 Report of the Vice-President, Equity, Diversity, and Inclusion (EDI)

Members were reminded that the ABR Task Force is completing its report and a formal University response is expected by January 31, 2022. Members also were reminded that the report included recommendations as well as a list of the current efforts and actions undertaken at the University to address anti-Black racism. It was noted that an Implementation Team for the recommendations will be established and its work will be overseen by the Senate Governance Committee Subcommittee on Equity, Diversity, Inclusion, Indigenization and Decolonization. The Implementation Team will begin its work by developing short to long-term plans. A student research assistantship will be established by the end of February to support the efforts of the Implementation Team as the planning gets underway. The student researchers will be helping with the race-based data collection of a student self-identification survey. Senators were reminded that February 1st commences Black history month.

5.2 Report of Academic Colleague

Nothing to report.

5.3 Senate Student Caucus

Nothing to report.

5.4 Program Development Committee

5.6 Program Development Committee

***5.6.1 Program/Course Changes**

- *a) Concurrent MBA/MD (Schulich School of Medicine) – Concurrent Offering (Form C2) (See document S220114-5.6.1a for more details.)**

MOTION: That the Concurrent MBA/MD (Schulich School of Medicine) Concurrent program be approved in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

CARRIED*

- *b) Integrative Biology – Minor Program Change (Form C) (See document S220114-5.6.1b for more details.)**

MOTION: That the degree requirements for the Honours BSc Biological Sciences with Thesis be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

CARRIED*

- *c) Integrative Biology – Minor Program Change (Form C) (See document S220114-5.6.1c for more details.)**

MOTION: That the degree requirements for the Honours Biological Science, Honours Biological Science with Thesis and Honours Behaviour, Cognition and Neuroscience be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

CARRIED*

***d) Faculty of Science – Minor Program Change (Form C)**

(See document S220114-5.6.1d for more details.)

MOTION: That the degree requirements for the BSc in Biological Sciences, Biochemistry, or General Science for Graduates of the Medical Laboratory Science Program articulation agreement be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

CARRIED*

***e) Minor in Biological Science – Minor Program Change (Form C)**

(See document S220114-5.6.1e for more details.)

MOTION: That the requirements for Minor in Biological Sciences be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

CARRIED*

***f) Women’s and Gender Studies – Minor Program Change (Form C)**

(See document S220114-5.6.1f for more details.)

MOTION: That the degree requirements for the Honours Bachelor of Social Work and Women's Studies, General BA in program Women's and Gender Studies, Certificate in Women's Studies, and the Women's and Gender Studies Major and Minor Concentrations – Bachelor of Interdisciplinary Arts and Science be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

CARRIED*

***g) Industrial and Manufacturing Systems Engineering (IMSE) Multidisciplinary PhD – Minor Program Change (Form C)** *(See document S220114-5.6.1g for more details.)*

MOTION: That the degree requirements for the IMSE Multi-Disciplinary PhD program be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

CARRIED*

***h) Master of Engineering Management (MEM) – Minor Program Change (Form C)**

(See document S220114-5.6.1h for more details.)

MOTION: That the degree requirements for the Master of Engineering Management be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

CARRIED*

- *i) Mathematics and Statistics (Graduate) – Minor Program Change (Form C)**
(See document S220114-5.6.1i for more details.)

MOTION: That the degree requirements for the PhD in Mathematics and Statistics be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

CARRIED*

- *j) Chemistry and Biochemistry (Graduate) – New Course Proposal (Form D)**
(See document S220114-5.6.ij for more details.)

MOTION: That the follow course be approved:^
CHEM-8599. Applications of Inorganic Spectroscopy

^Subject to approval of the expenditures required.

CARRIED*

- *k) Women’s and Gender Studies – New Course Proposal (Form D)**
(See document S220114-5.6.1k for more details.)

MOTION: That the follow course be approved:^
WGST/SJST-2350. Disability, Madness, and Social Justice

^Subject to approval of the expenditures required.

CARRIED*

***5.6.2 Learning Outcomes**

- *a) Chemistry and Biochemistry (Graduate) – Program and Course Learning Outcomes**
(See document S220114-5.6.2a for more details.)

The document was received for information.*

- *b) Mathematics and Statistics (Graduate) – Course Learning Outcomes**
(See document S220114-5.6.2b for more details.)

The document was received for information.*

- *c) Philosophy (Graduate) – Course Learning Outcomes**
(See document S220114-5.6.2c for more details.)

The document was received for information.*

- *d) Human Kinetics (Graduate) – Course Learning Outcomes**
(See document S220114-5.6.2d for more details.)

The document was received for information.*

5.7 Academic Policy Committee

5.7.1 Student Code of Conduct

(See document S220114-5.7.1 for more details.)

MOTION: That the proposed revisions to the Student Code of Conduct Policy be approved.

Antonio Rossini/Jennifer Soutter

The proposed revisions to the Student Code of Conduct reinforce that the improper use of unauthorized online resources is considered cheating. There are many online resources that some students are accessing during exams, which has led to an increase in academic integrity cases.

Given that many materials can be accessed legally through the library, it was suggested that language be added, in section V, to clarify that even if copyright material is properly obtained, it may be improperly distributed.

In response to a question raised about policy enforcement, it was noted that lack of adherence to the Student Code of Conduct Policy or other academic policies could lead to disciplinary action under Senate Bylaw 31. It was further noted that there is a Senate Policy on Recording Lectures which outlines that lectures may be recorded, unless the instructor has stated in the course syllabus that the recording of lectures is not permitted.

It was agreed that this item be referred back to the Academic Policy Committee for revisions to Section V.

WITHDRAWN

***5.7.2 Policy on Additional Degrees - Revision**

(See document S220114-5.7.2 for more details.)

MOTION: That the proposed revisions to the Policy on Additional Degrees be approved.

CARRIED*

***5.7.3 Policy on Grading and Calculation of Averages -Proposed Revisions**

(See document S220114-5.7.3 for more details.)

MOTION: That the proposed revisions to the Policy Grading and Calculation of Averages be approved.

CARRIED*

5.8 Senate Governance Committee

5.8.1 Proposed Revisions to Bylaw 1, 3, 5, 8, 10, 11, 12, 13, 14, 16, 17, 20, and 22

(See document S220114-5.8.2 for more details.)

MOTION: That the proposed revisions to Bylaws 1, 3, 5, 8, 10, 11, 12, 13, 14, 16, 17, 20 and 22, as well as the associated omnibus proposal, be approved.

Lionel Walsh/Patti Weir

The proposed revisions are intended to provide more inclusive language in terms of committee composition and diversity of members and use more contemporary language in the listing of the designated groups.

The floor was open for comments/questions.

In response to a question about reduced workload for members of designated groups who serve on committees, it was noted that there is currently language in the collective agreement that addresses this issue in the context of service contribution.

In response to a comment made that the wording should remain as “female-identified”, there was overwhelming support for the change to “woman-identified”, with members arguing that a person who identifies as a woman, regardless of biology, is a woman and that this wording change ensures greater inclusivity.

In response to a question raised as to whether there will be a commitment to report back on success of diversity on committees it was noted that this will be done as part of the Senate Governance accountability framework.

CARRIED

5.8.2 Proposed Revisions to Bylaw 22, 20, 1, 2 and 3
(See document S220114-5.8.2 for more details.)

MOTION 1: That the proposed revisions to Bylaw 22 be approved.

Patti Weir/Debbie Kane

CARRIED

MOTION 2: That the proposed revisions to Bylaw 20 be approved.

Alice Grgicak-Mannion /Debbie Kane

CARRIED

MOTION 3: That the proposed revisions to Bylaw 1 and 2 be approved.

Lionel Walsh/Gordon Drake

CARRIED

MOTION 4: That the proposed revisions to Bylaw 3 be approved.

Lorraine Chandler/ Isabelle Barrette-Ng

It was expressed that the addition of the VPEDI (or designate) and one student reduces the proportionality of faculty voting numbers. It was suggested that an additional faculty member be included in the membership to retain the current proportionality.

This item be referred back to Senate Governance Committee for further consideration.

WITHDRAWN

5.8.3 Proposed Bylaw on Associate Vice-President, Enrolment Management (Bylaw 19)
(See document S220114-5.8.3 for more details.)

MOTION: That the proposed Bylaw on Associate Vice-President, Enrolment Management be approved.

Patti Weir/James Oloo

Senators were reminded that at the March 12, 2021, Senate meeting, a motion was brought forward for a Senate bylaw to be established to govern the Associate Vice-President, Enrolment Management position. A discussion ensued on the proposed bylaw.

In response to a question raised as to how this new bylaw applies to the current incumbent, it was noted that this will be reviewed in relationship to the appointment letter, which falls outside the jurisdiction of Senate. The proposed bylaw will move forward in perpetuity and is consistent with other AVP bylaws.

It was noted that the bylaw provides flexibility for a non-academic or academic appointment with tenure. In a situation where the Associate Vice-President, Enrolment Management would be an academic appointment, the associated AAU would need to approve the appointment.

CARRIED

5.8.4 Proposed Bylaw on Vice-President, Equity, Diversity and Inclusion (Bylaw 18)

(See document S220114-5.8.4 for more details.)

MOTION: That the proposed Bylaw on Vice-President, Equity, Diversity and Inclusion be approved.

Debbie Kane/Jennifer Soutter

In response to a question raised as to whether consideration was given to ensuring that there will be a higher percentage of members from diverse racial groups on the Search Committee, it was noted that this was discussed, and this will be the intent when establishing the Committee.

In response to a concern raised about the requirement that the position be filled by an academic appointment which excludes a pool of qualified applicants who do not have the academic credentials, it was noted that there was a desire for having a leadership role of this type to be filled by a faculty member.

CARRIED

5.9 Report of the Provost

Members were thanked for providing feedback on an email circulated regarding asynchronous online course evaluations. It was clarified that it was not intended to imply that final exams need to be scheduled for 24 hours. This was a previous revision of Senate Bylaw 54 (section 1.2), where asynchronous online examinations simply need to commence or end within the scheduled time slot. In response, it was suggested that a follow-up email be circulated for clarification.

Senators were informed that the University has submitted 18 e-campus Virtual Learning Strategy grant applications. Senators were also informed that the Office of Student Experience is working to gather information on a project called Transitioning Support to examine student needs with the goal of being supportive to students attending campus for the first time.

5.9.1 COVID-19 – Update.

Members were reminded that the goal for Winter 2022 is to continue to move towards a full return to campus life. *(See item 5.2 under the Presidents Report for more details.)*

The floor was open for comments/questions.

In response to a question raised about whether the return date will be extended if case numbers increase, it was noted that this is difficult to determine but it is being closely monitored within the region. One of the most reliable sources is the regional wastewater assessment and, based on this, the rate of COVID-19 is currently decreasing. A brief overview was provided on the wastewater assessment in relationship to the virus in the Windsor Essex County region.

5.9.2 The University's Budget Model and Fall 2021 Enrolment

(See document S220114-5.9.2 for more details.)

An extensive presentation was provided on the Activity Based Budget (ABB) model and Fall 2021 enrolments. Members were informed that the University aspires to be comprehensive, innovative, competitive and research intensive. The philosophy underpinning the ABB Model is that it should have a long-term view, be fully transparent, give Deans the flexibility to make their own financial plans, support the core academic and research mission, and align with institutional strategy. An activity-based budgeting model calculates a notional financial position to recommend investment in areas where revenue expectations exceed expense budgets, or divestment in areas where expense budgets exceed revenue expectations.

An overview of the 8 cost pools were provided to Senators. They include: 1) Financing and Finance support costs; 2) Central Support, 3) Occupancy; 4) Operating Scholarships; 5) Campus Community Support; 6) Student Experience; 7) Pre/Post Student Development; and 8) Research Enterprise.

It was noted that under the previous Enrolment-Centred Model, Faculties did not receive any government grants which is a large component for evaluating enrolment. Under the new ABB Model, Faculties will receive tuition and government grants which is a significant increase in funding. It was also noted that Faculties with a surplus position will contribute to the University Fund and are eligible to receive base budget alignments while Faculties in deficit positions will receive a subsidy but will be required to realign their base budget.

Members were provided with details about the Faculty Financial Sustainability Plans and informed that service unit accountability agreements will be initiated starting in 2022/23.

Senators also were provided with information on Fall 2021 Enrolment. Overall, enrolment has exceeded budget by 152 students with a slight decrease in undergraduate enrolment. Graduate enrolment continues to be strong across both research-based and cohort-based Masters. It was noted that there have been challenges with international cohort-based Masters programs as a result of COVID-19 deferrals but there has been a growth in Canadian Masters/PhD students which is a positive trend.

The floor was open for comments/questions.

In response to a question raised about the Faculty Financial Sustainability Plans, it was noted that the goal is to have 10-year maximum plans.

In response to a question raised about ancillary fees charged to the students, it was noted that they are monitored by the government-mandated Ancillary Fee Board which is comprised mostly of student representation. It was also noted that ancillary fees are heavily regulated by government. In response to a question raised about whether faculty members should be on these committees so that they are aware of fees that will be charged to students, it was noted that there are numerous regulations from the Ministry on what can be charged to students and membership on the Ancillary Fee Board is defined by the Ministry.

In response to a question raised, it was noted that service teaching is an important part of the budget model as the University needs to ensure that Faculties who have high levels of service teaching are adequately compensated. There is a payment model built into the budget whereby the Faculty offering the service course receives 75% of the course fee if the student is from another Faculty and 100% of the course fee for students from the Faculty.

In response to a question raised about how this applies to librarians teaching in other units, it was noted that this will need to be further reviewed.

MOTION: That the meeting be extended beyond 5:00pm.

Maureen Sterling/Lorraine Chandler
CARRIED

5.9.3 Enrolment Management Update

(See document S220114-5.9.3 for more details.)

Members were provided with an overview of Winter 2022 enrolments with undergraduate registrations trending down, suggesting possible higher attrition rates. It was noted that there could be multiple reasons for this such as the change in mode of delivery, housing, waitlists, etc. In light of this, several Faculty and institutional interventions have been identified and are being implemented to counterbalance this trend.

Senators were informed that Virtual Open Day was held over two timeslots to allow for maximum engagement of prospective international and domestic students. It was noted that prospective students had the chance to gather information about Windsor, see the campus and accommodations, complete their applications, and meet current students and staff.

Members also were informed that undergraduate domestic and international application numbers are returning to pre-pandemic level. The University has acknowledged the significant amount of effort and resources being undertaken by Faculties to recruit domestic undergraduate domestic students during the pandemic and has established a one-time fund to support projects for success in generating new applications, increasing Faculty or program conversion rates, or increasing retention from year 1 to 2.

5.10 Report of Vice-President, Research, and Innovation

(See document S220114-5.10 for more details.)

Senators were provided with an extensive report on the modified research roadmap to reopen and an overview of COVID-19 screening research and activities. It was noted that NSERC recognizes that COVID-19 has the potential to exacerbate inequities in the research community (e.g., gender, race, Indigenous identity, geographic location, rurality, disability, age, socioeconomic status, career stage, family responsibilities, etc.). NSERC has also developed general guidelines for the consideration of COVID-19 related impacts on research.

Members were informed that Dr. Scott Martyn has accepted the appointment as the Chair of the University of Windsor's Research Ethics Board effective January 1.

6 Question Period/Other Business

Nothing to report.

7 Adjournment

MOTION: That the meeting be adjourned.

Lorraine Chandler/Jennifer Soutter
CARRIED