



**SENATE
Minutes of Meeting**

Date: Friday, December 9, 2022

Time: 2:30pm-5:10pm

Room: 203 Anthony P Toldo Health and Education Centre

PRESENT: Esam Abdel-Raheem, Majid Ahmadi, Dave Andrews, Natalie Atkin, Reem Bahdi, Isabelle Barrette-Ng, Clinton Beckford, Selinda Berg, Francesco Biondi, Meris Bray, Carolyn Brown, Dave Bussiere, John Cappucci, Dora Cavallo-Medved, Cheryl Collier, Beth Daly, Jeff Defoe, Phil Dutton, Mitch Fields, Chris Fredette, Laurie Freeman, Robert Gordon (Chair), Nick Hector, Chris Houser, Anumita Jain, Ofelia Jianu, Debbie Kane, Jessica Kichler, Phebe Lam, Diana Marion, Drew Marquardt, Bruce Minaker, Adam Mulcaster, Maureen Muldoon, James Oloo, Kat Pasquach, Lauren Pupulin, Jessica Raffoul, Hussein Samhat, Renu Sharma-Persaud, Victor Sevillano Canicio, Francine Schlosser, Debbie Sheppard-LeMoine, Jennifer Soutter, Andrew Swan, Edwin Tam, Eric Tanlaka, Bill Van Heyst, Patricia Weir, Stephen Weir, Robert Weir, Sue Williams, Dan Xiao, Xiaobu Yuan, Zuochen Zhang.

ABSENT WITH REGRETS: Laila Albalkhi, Wissam Aoun, Chris Baillargeon, Nick Baker, Mohamed Belalia, Lorraine Chandler, Gordon Drake, Mitchell Hajnal, Muthukeethana Kaliappan, Ruth Kuras, Zhenzhong Ma, Alice Grgicak-Mannion, Lydia Miljan, Ken Montgomery, Mary Kay Morand, Alanna Olteanu, Linda Rohr, Michael Rossi, Allyson Skene, Manjot Singh, Niel Van Engelen, Yuntong Wang, Andrew Ward, Lionel Walsh, Jennifer Willet.

ABSENT: Eahab Elsaid, Shashi Jasra, Norman King, Jake Rondot.

IN ATTENDANCE: Chris Busch, Jess Dixon, Erika Kustra; Rose Zanutto; Renée Wintermute (University Secretary), Alison Zilli (University Secretariat).

- 1 Approval of Agenda** (Unstarring agenda items)
Items 5.1.1 and 5.1.2 were unstarred.

MOTION: That the agenda be approved.

Mitch Fields/James Oolo
CARRIED, as amended

- 2 Minutes of the meeting of November 11 , 2022**

MOTION: That the minutes of the meeting of November 11, 2022 be approved.

Laurie Freeman/Robert Weir

Minor revisions were made to the minutes.

CARRIED, as amended

- 3 Business arising from the minutes**

Clarification and a proposal for changes on the Senate election process was discussed.

- 4 Outstanding Business/Action Items**

Nothing to report.

5 Reports/New Business

5.1 Program Development Committee

5.1.1 Business (Minor in Entrepreneurship) Minor Program Changes (Form C)

(See document S221209-5.1.1 for more details.)

MOTION: That the Minor in Entrepreneurship be approved in accordance with the program/course change forms. ^

^Subject to approval of the expenditures required.

Mitch Fields/Fazle Baki

The Odette School of Business was commended on their PDC Form response and for making strong efforts towards decolonizing the curriculum and recognizing that this is a collective responsibility.

CARRIED

5.1.2 Sociology and Anthropology – Learning Outcomes

(See document S221209-5.1.2 for more details.)

It was noted that one approach to embedding equity, diversity, and inclusion into the curriculum could be by using appropriate language that addresses multiple perspectives, cultures, and backgrounds at the course learning outcome level. Often course learning outcomes do not include terminology explicitly addressing issues such as cultural diversity, bias, decolonization, racism, etc.

The document was received for information.

5.2 Academic Policy Committee

*5.3.1 Student Awards and Financial Aid Annual Report

(See document S221209-5.2.2 for more details.)

The document was received for information.*

*5.2.2 Computer Science – Admission Requirements

(See document S221209-5.2.2 for more details.)

The document was received for information. *

5.3 Senate Governance Committee

*5.3.1 Proposed Revisions to Bylaw 3

(See document S221209-5.3.1 for more details.)

MOTION: That the proposed revisions Bylaw 3 be approved.

CARRIED*

5.3.2 Bylaw 2 Revision – Virtual Attendance Provisions for Committees of Senate

(See document S221209-5.3.2 for more details.)

MOTION: That the paragraphs relating to attendance for meetings of Committees of Senate, in Section I of 2, be suspended and replaced with the following through to August 31, 2023:

- **Meetings of the Committees of Senate shall be held 100% in-person, unless there is unanimous consent among voting members to hold a meeting or meetings 100% virtually, or unless the Chair determines, at their discretion and technology permitting, to hold a hybrid meeting or meetings.**

- **Members are exempted from required in-person meeting attendance where they have an approved registered accommodation through Human Resources or Student Accessibility Services to attend meetings virtually. Other requests relating to in-person attendance will be determined by the Chair on a case-by-case basis.**
- **Members participating virtually are encouraged to keep their video camera on, as much as possible, for the entirety of the meeting to confirm presence.**

Debbie Kane/Philip Dutton

The proposal applies to the Academic Policy Committee, Program Development Committee, Senate Governance Committee, Senate Student Caucus, AAU/Faculty Councils, Faculty Coordinating Councils, Faculty Assemblies, Search Committees, UCAPT, Appointments Committees, and RTP Committees. This does not apply to meetings of Senate which meets in-person only, per bylaw 2.

A discussion ensued on the role of Committees in determining the format of meetings. While the Chair facilitates meetings and ensures that the rules of order and procedure are upheld, it was felt that determining the format or delivery mode of the meeting and assessing additional individual requests for virtual attendance should be decided by a majority vote of Committee members, rather than at the sole discretion of the Chair. It was agreed that the assessment of whether there are sufficient and appropriate technological and staff resources to effectively run the meeting should be left to the Chair.

Senate also agreed that the pilot provision should run to the end of the December 2023, to provide sufficient time to assess its effectiveness and impact on governance, and to present a long-term proposal moving forward.

Strong concern was expressed that the proposal presents a double standard in that students are required to attend in-person classes or risk receiving a lower grade due to missed participation marks. In response, it was noted that instructors are held to the same standard in terms of course attendance, since they too are attending and teaching courses in-person. The proposal would allow all committee members (faculty, staff and students) to determine how best to participate, based on their schedules, subject to the consent of the majority of the Committee. It was argued that, if there is concern regarding the lack of flexibility provided to students in courses, it may be more appropriate to review the relevant policies impacting student flexibility. Members were informed that APC will be working on a proposal defining course modalities and flexible learning options, which may result in instructors varying their course delivery modes.

FRIENDLY AMENDMENT TO THE MOTION: That the paragraphs relating to attendance for meetings of Committees of Senate, in Section I of Bylaw 2, be suspended and replaced with the following *through to December 31, 2023*:

- ***Meetings of the Committees of Senate shall be held 100% in-person, unless there is a majority vote of the Committee to hold a meeting or meetings 100% virtually or in hybrid format, subject to the Chair determining that there are the required technology and resources to hold a virtual or hybrid meeting or meetings.***
- **Members are exempted from required in-person meeting attendance where they have an approved registered accommodation through Human Resources or Student Accessibility Services to attend meetings virtually. Other requests relating to in-person attendance will be determined by a majority vote of the Committee on a case by case basis.**
- **Members participating virtually are encouraged to keep their video camera on, as much as possible, for the entirety of the meeting to confirm presence.**

CARRIED, as amended

5.3.3 Programs, Faculty Complement, Enrolment and Recruitment Initiatives Report

(See document S221209-5.3.3 for more details.)

A comprehensive report was provided to Senators on historical trends and projections for recruitment purposes. It was noted that there are no programs that rely on a single permanent member of the instructional community. It was also noted that what constitutes a program is defined by the Quality Council. Enrolment numbers are based on the University Statistical Enrolment Reports which are submitted to the Ontario Ministry of Colleges and Universities based on the official Nov 1st count date, for Fall data.

The floor was open for comments/questions.

In response to a question raised as to best practices that are being implemented in the Faculty of Science and the Faculty of Nursing, which have led to enrolment growth, it was noted that the Faculty of Science has collectively put a strong focus on marketing, branding, and re-packing their programs to provide undergraduate students with many avenues to participate in high impact experiences such as leadership, study abroad, and internship opportunities. It was also noted that programming has been structured in a very flexible manner so that students can explore options without losing credentials. In addition to consistent recruitment and restructuring of programming, the Faculty of Nursing is unique in that they are in a constant push/pull with the government for funding, so they consistently provide internal documentation to secure clinical educational funds, the success of which is based on successful programming and good reputation. The funding is not automatic.

With the exception of Education, Nursing, and Science, it was noted that there is a shortfall in enrolment across the Faculties. A question was raised as to whether there is a relationship between the allocation of central funds and an increase in the recruitment and enrolment in these areas. In response, it was noted that recruitment and outreach efforts are a shared responsibility across the institution and this approach has been effective in revitalizing program and sustaining student interest and excitement in the Faculty of Science. Central and Faculty branding, marketing, and outreach are essential to harness student interest and garner applications for enrolment. It was noted that the University invests directly in central recruitment and enrolment operations, including liaison and student recruitment, marketing, and communications but most of the central cost is related to commissions paid to external international recruitment partners. This should be separated in future reports. The budget does not reflect the time and commitment that is put in by individual faculty members who spend countless hours working on recruitment initiatives for their respective areas.

In response to a question raised as to how the University ensures that the student experience aligns with the education that students receive, Science noted that it does this by ensuring that there is strong programming with high impact experiences built-into the programs and sufficient faculty numbers in response to enrolment growth.

Strategic enrolment management initiatives have always been a shared responsibility. In addition to the broader, overall enrolment and recruitment initiatives, Faculties make different faculty-specific investments based on their own objectives and each Faculty has, or should have, a tailored approach to meet their needs.

It was suggested that recruitment outreach be extended to a younger demographic (i.e., grade-school).

An amendment will be made to the Faculty of Science chart reflecting that the Great Lakes Research Institute is not an AAU.

5.3.4 Report on Renewal, Tenure and Promotion

(See document S221209-5.3.4 for more details.)

It was noted that the majority of RTP related activities occur between December and June and that there may be additional candidates seeking early promotion that would not be known in advance as these are initiated by the candidate. When informed, they are added to the pool of expected applications.

In response to a question raised about training for Heads, it was noted that there are a variety of informational and outreach sessions open to all RTP committee members, AAU Heads, candidates, and other members interested in more information about the RTP process. Additional training sessions are in development, in collaboration with the VPEDI and the Senior Advisor to the President on Indigenous Relations and Outreach.

In response to a question raised as to how prior scholarly work and outside services and activities are recognized and factored into the RTP process, it was noted that the criteria are unique to each academic unit and are determined by the AAU.

In response to a question raised about ensuring equity, diversity, and inclusion, it was noted that all members of the AAU RTP Committees and the University Committee on Academic Promotion and Tenure (UCAPT) must receive equity training.

5.4 Senate Student Caucus

Senators were provided with a brief overview of the discussion at the Caucus meeting in late November. It was noted that there were significant student safety concerns regarding the downtown campus as well as a request for greater accessibility to the campus (i.e., increased bus times). These issues have been forwarded to the Associate Vice-President, Operations for follow-up. Senators were also informed that Senate Student Caucus provided feedback the SET Task Force on preliminary draft questions relating to student perceptions of teaching.

5.5 Report from the Student Presidents

University of Windsor Students Alliance (UWSA)

Senators were informed that UWSA has had a very productive month with educating new board members and moving forward with the hiring of a new general manager. Other initiatives, including handing out pizza in the CAW to students who are studying for exam and bringing back FrostFest are planned for the next few weeks.

Organization of Part-Time University Students (OPUS)

Members were informed that OPUS had a Free Pizza day last week and are preparing for the OPUS Annual Winter Appreciation week in January.

Graduate Students Society (GSS)

Nothing to report.

5.6 Report of the Academic Colleague

Members were informed that the Council of Ontario Universities' (COU) celebrated its 60th anniversary yesterday, as partners from across sectors came together to mark the milestone moment.

5.7 Report of the President

(see document S221209-5.7 for more details.)

Auditor General of Ontario for Value-for-Money Audit

Senators were informed that the Auditor General of Ontario completed its value-for-money audit of "Financial Management in Ontario Universities" and that the four universities that were selected are

covered together in this report. It was noted that there are 21 recommendations with 14 applicable to the University of Windsor. A Senate Information Session is planned for January with a full assessment of the report.

Chancellor

Dr. Haddad has been re-appointed for a second term as the Chancellor of the University of Windsor.

National Day of Remembrance

A vigil was held on December 6 to observe the National Day of Remembrance and Action on Violence Against Women, and the anniversary of the 1989 massacre at École Polytechnique in Montreal.

Searches

The following searches are at various stages of the consultation/hiring process: Vice-President, Equity, Diversity and Inclusion, Vice-President, Research and Innovation, and the Provost and Vice-President Academic.

Strategic Planning

Senators were informed that a draft outline of the strategic plan will be released next week and that feedback will be sought until January 16, 2023. The goal is to finalize the plan for Senate in March 2023.

5.7.1 Institutional and Research Data

(See document S221209-5.7.1 for more details.)

Senators were provided with a summary of the Senate Information Session, which was held on December 2, 2022. The session focused on the need for investment in institutional data, the current context, and next steps. The document was received for information.

5.8 Report of the Provost

(See document S221209-5.8 for more details).

The document was received for information.

5.8.1 Enrolment Management Update

(See document S221209-5.8.1 for more details).

A brief overview was provided on enrolment management. It was noted that International students are still experiencing significant delays in securing a study permit to travel to Canada and start their studies which means that about 15-20% of Winter 2023 intakes may be negatively affected and require deferrals.

In response to a question raise about the Strategic Enrolment Management Plan, it was noted that SEM Works was hired to facilitate the last SEM process and, in collaboration with academic leadership, and will include performance analysis of the past plan. Members were reminded that the last plan was developed by the University.

A discussion ensued about how the shared-service costs are budgeted. It is the Service Level Agreements that will determine how these are measured as they will include key performance indicators that can be tracked to ensure that service areas are meeting these commitments.

It was also suggested that responses from student satisfaction surveys should be provided to Senate to assess what students are saying relating to programming and the student experience and help inform change where needed.

The document was received for information.

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

Chris Houser/Edwin Tam
CARRIED

5.9 Report of Vice-President, Equity, Diversity, and Inclusion

(See document S221209-5.9 for more details.)

There was some concern expressed regarding the Employment Engagement Survey results, which were distributed to areas with the goal for areas/departments to develop action plans by March 2023 to address the emerging opportunities. It was noted that stronger direction is needed on how to interpret the data to develop comprehensive action plans. In response, it was agreed that a presentation on the survey results will be provided at an upcoming Senate meeting.

The document was received for information.

5.10 Report of Vice-President, Research, and Innovation

(See documents S221209-5.10 for more details.)

The document was received for information.

6 Question Period/Other Business

In response to a question raised about the student concern that there is a lack of flexibility provided to students in courses, it was noted that this matter be sent to the Senate Student Caucus or Academic Policy Committee for review and follow-up, as appropriate. Members were informed that APC will be working on a proposal defining course modalities and flexible learning options, which may result in instructors varying their course delivery modes.

7 Adjournment

MOTION: That the meeting be adjourned.

Jennifer Soutter/Laurie Freeman
CARRIED