University of Windsor

SENATE STUDENT CAUCUS
Notes of Meeting

Date: Friday, October 9, 2015
Time: 9:30am - 10:30am
Room: 209 Assumption Hall

Committee Members: Ms. Bernarda Doctor, Ms. Larissa Howlett, Dr. Ziad Kobti, Ms. Vicki Jay Leung, Mr. Morteza Lalmazloummi, Dr. Clayton Smith, Prof. Gemma Smyth, Dr. Ryan Snelgrove.

Absent: Ms. Ghadeer Alghosein, Mr. Chris Baillargeon, Dr. Tirupati Bolsetti, Mr. Ronald D'Aguilar (regrets), Mr. Emmanual Igodan, Ms. Priyanka Jaggi, Ms. Anna Kirby (regrets), Dr. Gurupdesh Pandher, Dr. Kathy Pfaff, Dr. Tina Pugliese (regrets), Mr. John O'Reilly, Dr. Geri Salinitri(regrets).

In Attendance: Mr. Bala Kathiresan, Mr. Matthew Dunlop, Ms. Cathie Janisse, Ms. Alison Zilli (University Secretariat).

Formal Business
As quorum was not reached, the following is an unofficial summary of the non-quorate meeting.

1 Approval of Agenda
The agenda was not approved at this time.

2 Approval of Minutes of September 18, 2015
The minutes were not approved at this time.

3 Business arising from the minutes
Nothing to report.

4 Outstanding business
Nothing to report.

Items for Information
5 Reports/New Business
5.1 Report from the Student Co-Chair

NOTED that:
- The new student co-chair, Mr. RJ D'Aguilar will be charged with chairing the Student Liaison Subcommittee, which is a permanent subcommittee that is mandated to engage and consult regularly with different student constituencies on campus in order to bring their concerns to the Student Caucus.
- The Chair has attended both UWSA and OPUS Council meetings to promote and educate students on the role of Student Caucus and the importance of their participation. Upcoming visits include GSS Council and diverse student groups in order to gather a wide perspective of topics and concerns.
- One of the main issues for students is that there has been a significant increase in the demand for campus psychological services which Caucus will discuss thoroughly in its future meetings.

5.2 Student Caucus IT Advisory

NOTED:
- The Student Caucus IT Advisory Committee has been created as a way to obtain student feedback.

- Although there are a number of active projects being launched by IT services, Blackboard Learn, the new learning management system is one of the major projects that involves the entire campus community.
- IT Services is in the process of supporting faculty and staff with converting their existing data from CLEW into the new Blackboard, in collaboration with CTL.
- IT Services has also completed the migration process of moving Lotus Notes to Microsoft 365 which is a major initiative as all faculty and staff will be moving to the cloud-based email system.
- In response to a question raised, it was noted that the University has opted to use plagiarism software SafeAssign which is part of Blackboard Learn because the license agreement with Turnitin.com was extremely costly.
- In response to a question raised about whether the Lotus Notes application *TeamRoom* will be integrated into Blackboard, it was noted that the platforms are not compatible, so it will not be merged. However, there is a teamroom-like functionality which allows group sharing in Blackboard that can be used instead of Lotus Notes.
- In response to a question raised about the Office 365 suite and purchasing SharePoint, it was noted that this product is still in the discussion phase. However, the overall goal for the University is to use Blackboard as the sole tool so that students do not have fragmented information that they need to go to various places to access.
- In response to a question raised regarding the statistics that are revealing that some faculties are not embracing Blackboard as quickly as others, it was noted that IT needs a strategy for dealing with instructors who are not interested in putting their courses in the LMS, which is an accessible tool for students.
- An advantage of dealing with students in an LMS is that instructors can post announcements which provide time stamps so that students who are requesting timelines will be able to have clear evidence of when an assignment is due or posted. In addition, there could be instances where instructors decide to have office hours online, which is what is currently done for distance education courses.
- The UWSA purchased a website that student groups can use for advertising societies, clubs and special events.
- In response to a question raised regarding whether instructors can get informal feedback using a tool such as Blackboard instead of traditional pen and paper, it was noted that the functionality and logistics of this is possible in Blackboard.

AGREED:
- Given that having course information online is beneficial to students, the issue of whether there should be a policy for instructors (to have a course website on Blackboard) should be forwarded to the student governments for feedback and discussion. Provisions would also need to be given for a course that might not be sensible to be online (i.e. 5 students in an applied music class, etc.).
- The question as to whether there can be virtual Comment box for students to share relevant student issues within Blackboard will be brought back to IT consideration.
- A demo on CampusVibe could be presented at an upcoming Student Caucus Meeting.

5.3 Report on Student Affairs and Life on Campus

Campus Services
NOTED:
- A new marketing campaign with daily quizzes is being launched for students where they could win ballots towards a free gas card.
- In response to a question raised regarding the issue that student parking has been sold out even thoug it appears that there are still spots available in the parking garage, it was noted that this is likely due to the issue that students are on different schedules so the garage may not be at maximum capacity at all times of the day. However, all available parking spots have been sold.
- Concern was raised regarding the issue that there appears to be fewer spots for people to park temporarily in front of the University for dropping people off and picking them up. Another issue is the need for more accessible parking.

- Given that there are parking passes still available for faculty and staff, a campaign has been launched for chances to win a free parking spot for duration of time.
- Parking Services is in the process of integrating HonkMobile into their system, which would allow people to pay and display parking tickets and fees using a phone application. The app would also notify the person when their ticket is running out and allow them to put more money in their virtual meters.
- Card Swipe technology has been introduced through the UWin Card office, which allows student groups to track the people that are in attendance at their events by swiping their UWin card. However, concern was raised regarding the issue that this may create an exclusiveness that might not be welcome for all events.
- There will be a dispensing machine in the CAW centre during exam time bearing the text "Hug Me" which encourage students to hug the machine in order for it to dispense a free Coca-Cola.
- Advisory groups have been established so that feedback can be obtained from students on various services across campus through roundtable discussions.

Student Affairs
NOTED:
- A comprehensive overview was provided on the services that are housed under the umbrella of the Vice-Provost, Student Affairs and Dean of Students.
- The University of Windsor has developed a draft stand-alone policy specifically focused on sexual assault to provide guidance for members of the university community when dealing with sexual assault or harassment issues on and off campus.
- The new University of Windsor Welcome Centre is a stunning addition to the campus with curved design and wall-to-wall windows. Members were encouraged to read the book written by donors Stephen and Vicki Adams, the couple who donated $2 million to the University to help make the project happen. The book is called *Steve and Vicki Adams: Our Story*, which sells for $10 and proceeds go to the United Way/Centraide Windsor-Essex County.
- The Behavior Intervention Plan (BIP) is in the process of being discussed across campus to various groups in preparation for implementation. The plan provides information on how to deal with mental health challenges of students who are displaying behaviour that is worrisome, intimidating, or threatening, *etc.*
- Faculty and staff are encouraged to participate in hosting an international student in their home for Thanksgiving dinner so that they can meet new people and learn about the Canadian culture and food.
- The International Student Centre has a new entrance which makes it much more accessible for students. In addition, the Centre is hosting a Soup Series commencing in October where students can meet with a panel of experts for advice and have a bowl of hot soup.
- The University of Windsor hosts Rhodes Scholar seminars so that interested students can learn how to apply for the Rhodes Scholarships which is a postgraduate award to study at the University of Oxford.
- In response to a questing raised about voting, it was noted that there will be a voting booth on campus for students to vote.
- In response to a question raised about whether the University is taking any action in response to the crisis in Syria, it was noted that the question of what the campus can do to respond to the Syrian crisis and, what is the best way for the University of Windsor as an instituting to respond is currently in discussion phase.
- The University of Windsor is involved in sponsoring a student through World University Service of Canada (WUSC). WUSC's student refuge program helps refuges with an opportunity to pursue their education at a Canadian University.
- In response to a question raised regarding how female students wearing facial garments are identified during exams (i.e., Niqab, Hijab, *etc.*), it was noted that there is a policy in place where a student wearing a facial garment will accompany a designated exam official (also female) to a private place and remove the facial garment so that the student can be identified.

Additional Business

6 Question period/Other Business/Open Discussion
Nothing to report.

7 Adjournment
The meeting was adjourned at 11:00am.