

Date: Friday, December 14, 2012

Time: 2:30pm-4:13pm

Room: 203 Toldo

PRESENT: Mr. Hussein Ahmed, Dr. Abdul-Fattah Asfour, Dr. Pierre Boulos, Dr. Kimberly Calderwood, Dr. Rick Caron, Dr. Allan Conway, Dr. Carol Davison, Dr. John Deukmedjian, Ms. Gwen Ebbett, Ms. Marilyn Farrough, Dr. Anne Forrest, Dr. Jill Grant, Dr. Christopher Greig, Dr. Leo Groarke, Mr. Hussein Hammoud, Dr. Maureen Irish, Mr. Tory James, Mr. Raed Kadri, Mr. Werner, Keller, Dr. Ed King, Dr. Kathryn Lafreniere, Dr. Dietmar Lage, Dr. George Lan, Dr. Martha Lee, Dr. Charles Macdonald, Prof. Cyndra MacDowall, Dr. Lydia Miljan, Dr. Kevin Milne, Dr. Mitra Mirhassani, Dr. Derek Northwood, Dr. L. Oriet, Ms. Kimberley Orr, Dr. R. Orr, Dr. Linda Patrick, Mr. Stephan Pigeon, Dr. Trevor Pitcher, Dr. Dale Rajacich, Mr. Rajan Ray, Dr. Antonio Rossini, Dr. Mehrdad Saif, Dr. Jang Singh, Dr. Clayton Smith, Ms. Jennifer Souter, Dr. Marijke Taks, Mr. Kannappan Thiagarajan, Ms. Nadia Timperio, Dr. Shelagh Towson, Dr. Bruce Tucker, Prof. Lionel Walsh, Dr. Robert Weaver, Dr. Alan Wildeman, Prof. Larry Wilson, Dr. Jeremy Worth, Ms. Charlene Yates, Mr. Hussein Zarif, Mr. Omar Zghal, Dr. Shuzhen Zhao.

REGRETS: Dr. Brent Angell, Dr. Tim Brunet, Dr. Beth Daly, Ms. Hagar Elsayed, Dr. Richard Frost, Dr. Joel Gagnon, Dr. Marlys Koschinsky, Dr. Anna Lanoszka, Ms. Elizabeth Long, Dr. Elena Maev, Dr. Maureen Muldoon, Ms. Sharon Munro, Dr. Chitra Rangan, Rev. Thomas Rosica, Dr. Alan Scoboria, Dr. K. W. Michael Siu, Dr. Christian Trudeau, Dr. Patricia Weir.

ABSENT: Dr. Camille Cameron, Dr. Gordon Drake, Mr. Mustapha El-Ayoubi, Dr. Michael Khan, Dr. Norman King, Mr. Anthony Meloche, Dr. Chike Okecheku, Dr. Jagdish Pathak, Dr. Nader Zamani.

IN ATTENDANCE: Ms. Sandra Aversa, Ms. Renée Wintermute, Ms. Alison Zilli.

1 Report of the Senate Steering Committee

1.1 Approval of the agenda

Item 5.4.3 *MFA in Film and Media Arts* was deferred to a future agenda.

MOTION: That the agenda be approved.

Dr. P. Boulos/Dr. E. King
CARRIED, as amended

2 Minutes of the meeting of November 9, 2012

MOTION: That the minutes of meeting of November 9, 2012 be approved.

Ms. G. Ebbett/Dr. E. King
CARRIED

3 Business arising from the minutes

Nothing to report.

4 Outstanding Business/Action Items

Nothing to report.

5 Report from Student Caucus

University of Windsor Students Alliance (UWSA)

Members were informed that the results of the referendum on moving the bookstore into the CAW Centre basement are inconclusive since quorum was not achieved. UWSA Council will discuss next steps at its next meeting.

Organization of Part-Time University Students (OPUS)

Senators were informed that OPUS transformed their office space into a quiet study space for students preparing for finals exams. Senators were also informed that OPUS has circulated a questionnaire to students in order to gather information that could be helpful in continuing to improve the part-time student life and experience.

Graduate Students Society (GSS)

Nothing to report.

5.2 Report of the President

Auditor General's Report

Members were informed that the Auditor General's report on how universities evaluate teaching was released and is available online at http://www.auditor.on.ca/en/reports_en/en12/2012ar_en.pdf. It was noted that for the initial audit, the Auditor General examined Brock University, the University of Ontario Institute of Technology (UOIT), and the University of Toronto. Members were also informed that the report highlighted that there is a real commitment to undergraduate teaching but that universities could focus more on developing ways to assess the quality of teaching and supporting faculty members in honing their teaching skills.

The floor was open for comments.

In response to a question raised about whether there were any suggestions as to how to better evaluate teaching, it has only been conveyed that more time should be spent on this issue.

Members were reminded that the University of Windsor is at the forefront in terms of publishing the results of Student Evaluations of Teaching (SET) scores on the SIS which is accessible to students with valid user id and password and in considering SET scores in the promotion, renewal and tenure process.

Academic Integrity

The President read the following statement:

"I want to address the matter of academic integrity, a value that, along with academic freedom, sits at the core of universities across our country. I want to preface my remarks with three statements.

First, issues that compromise the actual and perceived commitment of the University of Windsor to academic integrity must be addressed. Second, a violation of academic integrity can have consequences, and those consequences must be carefully measured so that the harm to individuals and to the institution is minimized. Third, we can choose to treat those who compromise academic integrity with a lasting aspersion that they are not up to the task of upholding the principles of the academy, or we can choose the much higher ground of trust and support and engagement and forgiveness.

Let me comment on each of these. First, we must believe in and uphold academic integrity. Something that undermines it, whether it be plagiarism, falsification or theft of research data, or some other inappropriate act, must be addressed. Society gives universities an extraordinary privilege with respect to academic freedom; indeed, universities are one of the key pillars of freedom of speech. With that privilege comes the responsibility and the expectation that what we do or say or publish is defensible under academic freedom. It is not defensible if it fails to meet our agreed upon standards of integrity.

Second, we all hold each other accountable in many ways, and academic integrity is no different. Students, faculty, and administrators are all held to high standards regarding academic integrity, and there are consequences when that is violated. The consequences can range from a warning to the termination of enrolment or employment. At the heart of holding ourselves to our principles of academic freedom are the processes we use to report and investigate allegations that academic integrity has been broken. The processes must be thorough, fair, and respectful of the multiple issues of privacy and confidentiality that surround personnel matters. Deeper problems emerge when processes do not exist or are not followed.

Third, breaches of academic integrity do happen. Errors of judgement occur, pressures to succeed can be overwhelming, inattention to detail can happen... in very, very few instances do people set out with a preconceived intent to systematically and repeatedly violate academic integrity, and chances are that individuals with such intent have not stayed for long in the academy. Academic integrity breaches create a broad canvas on which we can reimagine ourselves and re-engage people who have tripped up, but who are still mightily good and valuable people.

Recently there was an academic integrity breach involving plagiarism. The matter was investigated with utmost care and attention to process, and a sanction was applied. We cannot release the details of the investigation because this is a personnel matter. But I can assure you that no matter has received closer attention and reflection and soul-searching than this one.

There was a breach of academic integrity, and not surprisingly there were consequences to it. But at the same time, there should be good and lasting consequences of being at a University where people can forgive mistakes, and where people can work together on issues that reflect our university's values. It is those latter consequences that we should all strive for."

The floor was open for comments.

In response to a question, the Provost noted that there has been outreach to faculty and students who are dealing with the news of the academic integrity breach and steps are being taken regarding the appointment of an acting Dean.

It was noted that definitions of plagiarism seem to vary across disciplines (what is acceptable for publication in one discipline may not be in another) and differ within internal documents. There needs to be a broader discussion at the University-level about academic integrity and "what is" plagiarism specifically. This discussion has begun with the Deans. The Research Office and the CTL will be asked to offer workshops to faculty and students once this broader discussion has taken shape.

5.3 Report of the Academic Colleague

Nothing to report.

5.4 Program Development Committee

***5.4.1 Program/Course Changes**

***a) Social Work (Graduate)**

(See document Sa121214-5.4.1a for more details.)

MOTION: That the Social Work (Graduate) Program/Course Changes be approved.*

**Subject to the approval of expenditures required.*

***CARRIED**

***b) Sociology (Graduate)**

(See document Sa121214-5.4.1b for more details.)

MOTION: That the Sociology (Graduate) Program/Course Changes be approved.*

**Subject to the approval of expenditures required.*

***CARRIED**

5.4.2 MFA in Film and Media Arts

(See document Sa121214-5.4.2 for more details.)

This item was deferred to a future agenda.

5.5 Academic Policy Committee

5.5.1 Examination Booklets (Mid-term and Final)

(See document Sa121214-5.5.1 for more details.)

MOTION: That the Senate policy of March 17, 2004 on final and mid-term examination booklets be deleted.

Dr. R. Caron/Mr. S. Pigeon
CARRIED

5.5.2 Undergraduate Calendar Policy – Revision

(See document Sa121214-5.5.2 for more details.)

MOTION 1: That the proposed revisions to the regulations on Withdrawal from Program or Courses be approved:

Withdrawal from Program or Courses

~~1) Full-time undergraduate students who intend to withdraw completely from the University are required to undergo an interview, and complete the appropriate forms at the Educational Development Centre.~~

1) The status of a student who withdraws from full-time studies is left to the decision of the Faculty in which the student is registered and will be reported to the student through the Office of the Registrar.

~~Part-time Students who find it necessary to withdraw from a course or from the University may drop their courses over the web on the Student Self Service page or must notify the Registrar in person or by registered mail.~~

2) Students wishing to withdraw from a course or courses may do so over the web using the Student Self Service page or may use the "Course Change Form" which is available from the Office of the Registrar.

[...]

Dr. R. Caron/Prof. L. Walsh

The proposed change permits a student to withdraw from the University without requiring an interview. This is in line with the current practice, as it has been many years since full-time students withdrawing from the University were required to undergo an exit interview.

In response to a question raised, it was noted that Academic Policy Committee and Student Committee are in the process of examining the possibility of creating exit surveys.

CARRIED

MOTION 2: That the proposed revisions to the regulations on Additional Undergraduate Degrees be approved:

Additional Undergraduate Degrees

[...]

(a) Students with one general degree (B.A., B.Sc., B.C.S., B.Math., B.M.A.):

- may count a maximum of twenty courses toward a second general degree in a different area of study*.
- may count a maximum of twenty courses toward a professional degree.**
- may count a maximum of thirty courses toward an Honours degree in the same or different major.***

[...]

* The major of the second degree must be distinct from the major in the first degree. Therefore, in all cases, a student with an Honours degree cannot receive a general

degree in the same major (e.g, If a student has already received an Honours degree in English, that student cannot request admission nor receive a general degree in English. Likewise, a student with a BA Honours degree in Economics may not receive a BSc Honours degree in Economics; or a student with a BCS General or Honours in Computer Science may not receive a BSc Honours or General degree in Computer Science). However there are instances where the majors are not the same but the requirements for the major include courses from the same subject area. To determine if two degrees can be awarded in these cases, the general rule is: if the first degree requires six or more courses in a subject area, then a general degree in a major that requires courses from that same subject area will not be allowed OR if the first degree requires eleven or more courses in a subject area, then an Honours degree in a major that requires courses from that same subject area will not be allowed.

** Exceptions to this regulation are as follows: a student with any degree majoring in Economics may not receive an Honours B.Comm. in Business Administration and Economics and a student with any degree in Computer Science (including the B.Sc. degrees offered in Computer Science) may not receive an Honours B.Comm in Business Administration and Computer Science. These students may only be considered for the Bachelor of Commerce for University Graduates program which results in a B.Comm. Degree in Business Administration. Likewise, a student with an Honours degree in Business Administration and Economics or Business Administration and Computer Science may not receive a general degree in Economics or Computer Science respectively.

***If an Honours degree is awarded in the same area of study as the General degree, the Honours degree will supersede the General degree for the purposes of this policy and the completion of the General and Honours degrees in the same area of study will be viewed as one degree.

Students who receive the BEngTech degree may apply to the BASc program. All BEngTech engineering courses successfully completed with a grade of C- or better may be counted towards the BASc program, provided the course(s) fit(s) within the program requirements of the BASc program in which the student has been admitted. Once the B.A.Sc. requirements are met, both degrees will appear on their records (transcript). Students who received a four year degree in a technical subject in Science, if admitted into the BEngTech program, may be asked to take additional courses in Engineering beyond the minimum requirements and up to four of the courses in their original degree can be counted towards the BEngTech program, if appropriate. Students with a BASc degree may not receive a BEngTech degree.

[...]

Dr. R. Caron/Mr. S. Pigeon

The proposed revision seeks to clarify that the major of a second degree must be distinct from the major in the first degree.

In response to a question raised regarding whether students with an Honours degree in Science can return to University to take an Honours degree in Psychology, it was noted that this is permissible. It was further noted that the complete set of regulations on Additional Undergraduate Degrees can be found online in the University Calendar. (www.uwindsor.ca/calendar)

CARRIED

5.6 Senate Student Committee

It was noted that Student Committee is working in collaboration with Academic Policy Committee to reduce duplication in mandates. It was also noted that a small working group is currently working with food services to discuss and help educate students about healthy and affordable food choices on campus.

5.7 Bylaw Business

5.7.1 Bylaw Revisions – Bylaws 2, 16, 33

(See document Sa121214-5.7.1 for more details.)

MOTION 1: That the following changes to bylaw 2 be approved:

A. Senate Meetings

Regular meetings of the Senate shall be held on the second Friday of each month at 2:30pm from ~~September October~~ to June, both inclusive, except in the months when Convocations are held when meetings shall be held on the Friday in the week preceding Convocation; provided that when the day set for a regular meeting of the Senate is a statutory or other public holiday, the meeting shall be held on the preceding Friday. **A Senate Orientation session shall be held in September.**

[...]

B. Notice of Agenda

The Senate agenda, minutes of the ~~Senate Steering Committee~~ previous meeting and all reports and other materials to be considered shall be circulated to all members of Senate and ~~AAU Heads~~ at least five days prior to the meeting, and posted to the web.

[...]

D. Openness of Meetings

1. Ordinarily meetings of the Senate will be open. Senate Committees shall, by express resolution, decide whether a meeting shall be open, **with the exception of meetings or portions of meetings dealing with appointments, promotion, renewal and tenure, or selection of candidates for awards. Senate and Senate Committee meetings dealing with appointments, promotion, renewal and tenure, or selection of candidates for awards shall be held in camera, and all discussions and materials reviewed shall be strictly confidential.**

2. Subject to the consent of the Chair of the Senate, a visitor may speak.

E. Submission of Agenda Items

Notices of Motion, Committee Reports and all other materials must be submitted to the ~~Clerk of the Senate~~ University Secretariat at least ten calendar days prior to the Senate Steering Committee meeting at which the issues are to be considered.

Dr. D. Lage/Dr. E. King

In response to a question raised, it was noted that Senate Orientation does not count towards attendance. A Senator is deemed to resign if s/he misses three consecutive *regular* meetings of Senate.

In response to a question raised regarding whether the proposed change to Section D, Openness of Meetings, pertains solely to the Senate Standing Committees inclusive of Academic Policy Committee, Program Development Committee, Student Committee and Senate Steering Committee or whether it extends to the AAU/Faculty Councils, it was noted that the clause is intended to specify that meetings that deal with appointments, promotion, renewal and tenure or selection of candidates for awards should be held in camera.

In response to concern raised about the issue that Senate should be able to talk openly about criteria and standards for promotion, renewal and tenure and that this revision may stifle this discussion, it was noted that this was not the intent. It was suggested that section D should be sent to the Bylaw Review Committee for further review.

FRIENDLY AMENDMENT: That Section D, Openness of Meetings be removed and sent back to the Bylaw Review Committee.

CARRIED, as amended

MOTION 2: That the following changes to Bylaw 16, Vice-President, Research be approved:

- 2.2.1 There shall be a Search Committee composed of the President, as Chair, the Provost and Vice-President, Academic, the Dean of Graduate Studies, four decanal/faculty/librarian members, who are active researchers and who shall be members of four different Faculties/Library, elected by the Senate, ~~one~~ two graduate students **who are enrolled in research-based programs and are from different Faculties** elected by the Senate, one member from and appointed by the Board of Governors, and an Employment Equity/Procedures Assessor (EE/PA) [non-voting]. The Senate shall either elect the decanal/faculty/ librarian and student members of the Search Committee at a meeting held for the purpose or upon the request of the Chair of Senate, the ~~Clerk of the Senate~~ University Secretariat shall conduct the election.

Dr. D. Lage/Dr. C. Macdonald

A concern was raised that the wording would allow only those graduate students in programs within a Faculty to be eligible to serve on the VPR search committee. This does not provide flexibility for the Centre for Interfaculty Programs, which is working on the development of a PhD program in Critical Argumentation, and does not have Faculty-status.

Given that the intent is to allow for graduate student participation, including those that may not fall under the umbrella of a Faculty, it was suggested that the language be revised to permit two graduate students who are enrolled in research-based programs and are not from the same Faculty. This wording would allow for graduate students in Inter-Faculty programs to be eligible to serve, for example.

FRIENDLY AMENDMENT: “ [...] *two graduate students elected by the Senate who are enrolled in research-based programs and not from the same Faculty*”.

CARRIED, as amended

MOTION 3: That the following changes to Bylaw 33, Student Rights and Freedoms, be approved:

3.8 Personal Information – Disclosure

- 3.8.1 The Personal Information of a current student shall not be disclosed to any individual or organization unless:

- 3.8.1.1 the student consents to the disclosure;
- 3.8.1.2 the information is disclosed for the purpose for which the information was obtained or a consistent purpose;
- 3.8.1.3 the disclosure was made to an officer or employee of the institution who requires the information in the course of performing their lawful duties;
- 3.8.1.4 the disclosure was for the purposes of complying with an Act of the Legislature or an Act of Parliament; or
- 3.8.1.5 the disclosure is authorized by law or by court order.

- 3.8.2 The following information may be released in response to any inquiry concerning a student who has graduated from the University: Faculty or School of enrollment; ~~periods of enrolment~~; degree(s) awarded, honours, major field and relevant date of graduation. Additional information shall only be released as required under operation of law, government regulation or court order.

Dr. D. Lage/Ms. G. Ebbett
CARRIED

5.8 Report of the Provost

Executive Director of Information Technology

Members were informed that Mr. Bala Kathiresan has been appointed as the Executive Director, Information Technology at the University of Windsor commencing January 2, 2013. It was noted that he brings to the university a wealth of experience gained in the management of information systems in the public and private sector. The Provost sincerely thanked Sean Moriarity for his stalwart commitment and service to the university while serving as an interim Executive Director during the duration of a lengthy search.

Deans' Searches - Update

Members were informed that deliberations are still underway pertaining to the Dean of FASS Search and that an Acting Dean of Education will be appointed shortly.

Strategic Priority Fund

Senators were informed that in light of the strains on many of the academic programs the University will be accepting applications for base funding for tenure-track, limited-term, ancillary academic staff, or sessional academic positions this year. Any applications for these new positions must be submitted by the Deans (the only exception is programs that operate outside of a Faculty). It is anticipated that there could be enough funding for about 10 positions.

University of Windsor-Oakland University Teaching and Learning Conference

Members were reminded that there is a call for proposals for the teaching and learning conference that will be hosted at the University of Windsor on May 1-2, 2013. All members were encouraged to attend the conference.

Access Code Refunds

In response to a question raised about whether all reimbursements were made to students who were required to purchase Access Codes to gain access to online materials, it was noted that the Advisory Group on Ancillary Fees reviewed all courses and refunds have been given to students. Any students who are unsure as to whether they should have received a refund should contact Dave Butcher, Executive Director of Planning and Budgets.

Winter 2013 Semester Length

Members noted that, due to how the holidays fall in Winter 2013, some courses are scheduled for 36 contact hours (12 weeks) and others are scheduled for 39 contact hours (13 weeks). In response to a question raised as to how faculty members should be dealing with the thirteen week semester and whether they have the option of teaching for twelve weeks (commencing Winter 2013) if their course falls into this category, it was noted that the Provost will address this issue and follow-up with an email to the community in the next few days.

In light of the above, concern was expressed regarding the issue that there appeared to be no broad consultation process a few years ago when the thirteen-week semester was changed to a twelve-week semester. It was further expressed that this change had a significant impact on many areas that prefer to have an extended semester for a variety of pedagogical reasons.

5.9 Report of Vice-President, Research

The Provost reported on the VP Research's behalf. The Provost noted that the VPR is pleased to join the University and extends his gratitude to people who have opened their research labs and allowed him to participate while they patiently introduced him to research possibilities and activities at the University of Windsor.

6 Question Period/Other Business

Employment Equity/Procedures Assessors

A concern was raised regarding the issue that although the Senate Bylaws 20 and 22 state that Equity Assessors (non-voting) need to be included in the composition of Appointment Committees and Committees on Renewal, Promotion and Tenure, often areas go ahead with meetings and decisions without an Equity Assessor. It was argued that without an Equity Assessor the meeting should be adjourned and reconvened only when an assessor can be present to participate.

In response, it was noted that over the past several years there has been a major shortage of Equity Assessors, which has been extremely problematic for departments who need to deal with appointments. The University is aware that this is an issue and that there are instances where appointments need to be made in a timely manner which may result in not having an Equity Assessor, even though it is discouraged.

A larger issue is that some people feel as though Equity Assessors are not a valuable part of the composition of the committee, particularly given that some do not actively participate in the process and remain silent throughout the meetings. Another issue is the lack of recognition for service as an EE/PA. Some alternative suggestions to increase the pool of assessors included training Deans and Associate Deans, hiring an Equity Assessor through the Human Rights office, asking retired professors or community members to serve as such, etc. In response it was noted that the Human Rights Office will be rolling out a new initiative to increased participation of Equity Assessors.

It was expressed that the Equity Assessor model is a good way to deal with employment equity at the University and that, while the University works to rectify the shortage challenge, areas should make every effort to have one appointed to their committees. Members were reminded that reports are also provided to the President's Committee on Employment Equity.

7 Adjournment

MOTION: That the meeting be adjourned.

Dr. R. Caron/Dr. C. Macdonald
CARRIED