

**SENATE
Minutes of Meeting**

Date: Friday, January 9, 2015

Time: 2:30pm – 3:30pm

Room: 203 Anthony P Toldo

PRESENT: Ms. Penny Allen, Dr. Abdul-Fattah Asfour, Mr. Nick Baker, Dr. Fazle Baki, Dr. Ram Balachandar, Mr. Iftekhhar Ibne Basith, Dr. Mohsan Beg, Dr. Michael Boffa, Dr. Tirupati Bolisetti, Dr. Camille Cameron, Dr. Rick Caron, Dr. Allan Conway, Dr. Gerald Cradock, Dr. Carol Davison, Dr. Jess Dixon, Dr. Gordon Drake, Dr. Phil Dutton, Ms. Farah El-Hajj, Ms. Marilyn Farough, Dr. Laurie Freeman-Gibb, Dr. Maureen Gowing, Dr. Phil Graniero, Mr. Ronnie Haidar, Ms. Vicki Jay Leung, Mr. Raed Kadri, Dr. Debbie Kane, Dr. Michael Khan, Dr. Ed King, Dr. Ziad Kobti, Mr. Christopher Langley, Dr. Joanna Luft, Dr. Charles Macdonald, Dr. Elena Maeva, Mr. Anthony Meloche, Dr. Ronald Meng, Ms. Alice Miller, Dr. Maureen Muldoon, Dr. Robert Nelson, Dr. Jeff Noonan, Dr. Bob Orr, Dr. Katherine Quinsey, Dr. Lee Rodney, Dr. Antonio Rossini, Dr. Mehrdad Saif, Dr. Alan Scoboria, Mr. Hassan Shahzad, Dr. Jill Singleton-Jackson, Dr. K. W. Michael Siu, Dr. Julie Smit, Dr. Clayton Smith, Dr. Andrzej Sobiesiak, Mr. Peter Soteros, Dr. Elizabeth Starr, Mr. Tareq Muhammad Supon, Dr. Kemal Tepe, Dr. Shelagh Towson, Dr. Bruce Tucker, Prof. L. Walsh, Dr. Patricia Weir, Dr. Alan Wildeman (Chair), Dr. Alan Wright, Dr. Nancy Wright, Mr. Zheng Wu, Dr. Xiaobu Yuan, Dr. Shuzhen Zhao.

REGRETS: Dr. Majid Ahmadi, Prof. Donna Eansor, Ms. Gwen Ebbett, Dr. Anne Forrest, Dr. Marlys Koschinsky, Dr. Linda Patrick, Dr. Patrick Selmi.

ABSENT: Dr. David Hutchinson, Mr. Emmanuel Igodan, Mr. Basit Ishtiaq, Dr. Norman King, Dr. Kevin Milne, Mr. Russell Nahdee, Ms. Erin Plumb, Rev. Thomas Rosica, Dr. Valerie Scatamburlo-D'Annibale, Ms. Dhouha Triki.

IN ATTENDANCE: Dr. Pierre Boulos, Dr. Jacqueline Power, Ms. Renée Wintermute and Ms. Alison Zilli (University Secretariat).

1 Approval of Agenda (Unstarring agenda items)

MOTION: That the agenda be approved.

Dr. B. Tucker/Dr. K. Quinsey
CARRIED

2 Minutes of the meetings of December 12, 2014

MOTION: That the minutes of the meeting of December 12, 2014 be approved.

Dr. E. King/Dr. R. Balachandar
CARRIED

3 Business arising from the minutes

Nothing to report.

4 Outstanding Business/Action Items

Nothing to report.

5 Reports/New Business

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

University of Windsor Students Alliance (UWSA)

Senators were reminded that the UWSA student executive and board are now constituted and elected members are looking forward to engaging in activities that will help promote the University of Windsor.

Organization of Part-Time University Students (OPUS)

Members were informed that OPUS had a successful orientation to introduce new part-time students to campus and provide them with information pertaining to programs, advising and services available to them.

Graduate Students Society (GSS)

The GSS is hereby inviting applications from current graduate students for the 2013-2014 GSS Scholarship. The total number of awards will vary based on the funding available.

5.2 Report of the President

Sexual Violence

Members were informed that the Council of Ontario Universities (COU) has been discussing the issue of sexual assault on campuses and has been working with institutions to build awareness and establish or strengthen policies. The University of Windsor is taking a pro-active role in addressing this issue and a task force is working on reviewing and developing policies and supports in connection with the government's action plan to raise awareness and enhance prevention of sexual violence on campuses.

Funding Formula

There has been ongoing discussion between the government and COU pertaining to funding formulas, as the current funding formula (which is distributed to universities based on the growth in BIUs), may be amended to align with strategic institutional mandates.

Provost

Members were informed that Dr. Douglas Kneale has been appointed as the incoming Provost and Vice-President, Academic with his term commencing March 1, 2015.

Relocation of Administrative Offices

It was noted that the University Administration has moved to Assumption Hall (formerly Assumption University) and unoccupied space in Chrysler Hall Tower will be free for further consolidation of student services.

5.3 Report of the Academic Colleague

An overview was provided on the main topics of discussion at the last meeting of Academic Colleagues. The first topic was related to Population Projections and University Enrolment in Ontario. The second topic, was regarding Sexual Assault Policies. In addition there was a guest speaker that spoke of the importance of providing support to aboriginal students to ensure that they do not feel isolated within the campus community.

Senators were informed that there are fewer students projected to be enrolled in post-secondary institutions commencing Fall which is a trend expected to continue for several years. If the funding formula does not change, this will have a major impact on budgets.

The floor was open for comments.

It was noted that if the enrolment projections are accurate then the government should be encouraging students who live in the Greater Toronto Area to consider attending universities outside of their

geographical area perhaps by providing incentives. It was also noted that the University may need to consider alternative modes of program delivery, targeting recruitment to diverse student populations (*i.e.*, adult and transfer students), and increasing retention of students on campus.

5.4 Senate Student Caucus

Senators were informed that since there is currently no UWSA representation on the Student Caucus, some items on the agenda were postponed for further discussion. Senators were also informed that the Student Caucus is currently reviewing issues pertaining to examination schedules as they relate to mental stress, instructor evaluations, the re-use of exams from year to year by some professors which is a possible academic integrity question, accessibility on campus, and the student food bank. Senators were also informed that the Paws for Stress event in December which brought in certified therapy dogs courtesy of Therapeutic Paws of Canada (TOCP) was very successful.

5.5 Program Development Committee

***5.5.1 Diaspora Studies Programs – Suspension of Admissions**

(See document Sa150109-5.1 for more details.)

The item was received for information.

***5.5.2 Program Course Changes**

***a) General Science – Minor Program Changes**

(See document Sa150109-5.5.2a for more details.)

MOTION: That the degree requirements for the BSc in General Science be changed according to the program/course changes forms.

**Subject to the approval of expenditures required.*

***CARRIED**

***b) Political Science (Graduate) – Minor Program Changes**

(See document Sa150109-5.5.2b for more details.)

MOTION: That the degree requirements for the Political Science (Graduate) – Minor Program Changes be changed according to the program/course changes forms.

**Subject to the approval of expenditures required.*

***CARRIED**

5.6 Academic Policy Committee

***5.6.1 Leddy Library Annual Report**

(See document Sa150109-5.6.1 for more details.)

The document was received for information.*

5.6.2 Course Equivalency Policy - Revisions

(See document Sa150109-5.6.2 for more details.)

MOTION: That the revisions to the Course Equivalency Policy be approved.

Dr. R. Caron/Dr. P. Dutton

The proposed change clarifies that a substitute course does not have to be the same course but that it does have to have equivalent learning outcomes. However, a course substitution should not be considered if the original course requirement is offered that semester.

In response to a question raised about the approval process as currently recommendations may come from Senior Academic Advisors in the department, it was stressed that the final approval rest with the Dean or Associate Dean who have the ability to delegate under their authority. The head may delegate the recommendation to another in the unit. For Inter-faculty programs, the Assistant Provost, Inter-Faculty Programs approves substitutions following the recommendation of the Program Chair.

In response to a concern raised regarding the issue that program director/chairs are often required to determine a course substitution based only a the calendar description, it was expressed that the policy does not preclude the evaluator from requesting any supporting documentation that will help him/her determine whether the course is deemed appropriate for substitution or equivalency. For example, the director/chair can request the course syllabus, outline, course learning outcomes, *etc.*

In response to clarification requested pertaining to the following terminology “*the balance and nature of the skills and **attitudes***”, it was noted that when referring to course design and outcome evaluations, students are expected to acquire knowledge, skills and *attitudes* through the course. A learner’s attitude (the way that they view the world, values, *etc.*) may change from the beginning of the course to the end of the course.

FRIENDLY AMENDMENT: That the following revisions were made under the *Criteria for Course Equivalency* section:

- Paragraph 1: ~~Comparable~~–*Equivalent* learning outcome. The substitute course must deliver the *equivalent* ~~same~~ program learning outcomes in terms of breadth, depth and the balance and nature of the skills, attitudes, and content delivered by the course being replaced.
- Additional editorial revisions be made to the policy to ensure that the language used is consistent throughout the document (*i.e.*, substitutions vs. equivalencies). A minor correction was noted.

CARRIED, as amended

5.6.3 Additional Undergraduate Degrees Policy – Revisions

(See document Sa150109-5.6.3 for more details.)

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

Dr. R. Caron/Dr. A. Conway

The proposed policy governs applicants that possess either a degree from a post-secondary institution or are currently enrolled in a University of Windsor degree program.

FRIENDLY AMENDMENT: That the title of the policy be revised as follows: Additional Undergraduate Degrees.

It was noted that a query was undertaken across Ontario University to determine why there are often policy restrictions indicating that Faculty of Education courses cannot be used for credit towards other degrees but results were inconclusive. One possible theory is that since a Bachelor of Education is a second entry program that runs over the course of a full year, including practicums (student teaching) it would be challenging for non-education students to take the courses in the same matter and with the same learning curve as students in the program. However, it was expressed that it is may be timely to reconsider the exclusion in order to permit students to take education courses (05). The Acting Dean of Education will review this exclusion.

CARRIED

5.7 Senate Governance Committee

5.7.1 Bylaw 10 Deans of Faculties

(See document Sa150109-5.7.1 for more details.)

MOTION: That the revisions to Bylaw 10 be approved.

Dr. K. Quinsey/Dr. J. Luft

The proposed revisions to Bylaw 10 allow the Faculty of Human Kinetics to include members from the Division of Athletics and Recreational Services as participants in Decanal Searches. This provision is mirrored for the new Faculty of Education and Academic Development.

FRIENDLY AMENDMENT: Section 2.2.1.2, second and third paragraphs: “[...] *In the Faculty of ..., the Search Committee shall include up to two....*”

In response to the suggestion that “Team Leaders” should also be included into the provisions for the Centre for Teaching in Learning (CTL) it was noted that “Team Leaders” in the Faculty of Human Kinetics may be defined differently than those in the CTL. It was then further suggested that the terminology “Team Leaders” should be removed and replaced with “staff”. However, after some discussion it was agreed that this would be too broad and not in line with current practice.

In response to a question raised, it was noted that Ancillary Academic Staff (AAS) appointed as Learning Specialists are regular faculty appointments and therefore they have the same rights as regular faculty members when appointed to an Academic Administrative Unit (see Senate Bylaw 20). Examples of Ancillary Academic Staff that are not learning specialists are Sport Coaches.

CARRIED, as amended

5.7.2 Research Ethics Board – Report to Senate

(See document Sa150109-5.7.2 for more details.)

A comprehensive presentation was provided to Senators on the structure and activities undertaken by the Research Ethics Board over the course of the past academic year.

Senators were informed that the Research Ethics Board (REB) operates in accordance with the *Tri-Council Policy Statement 2* (TCPS 2¹) by reviewing research projects involving human participants, educating the community of researchers, consulting with individual researchers and developing procedures and policies for research involving human participants. The REB operates as an arms-length body and the board provides regular reports regarding its operations to the Office of the Vice President, Research and Innovation.

The REB’s workload is substantial having reviewed 266 new applications this past year and in total, there were 725 unique events recorded (this includes application, revisions and monitoring). In addition, the REB provided numerous workshops to graduate and undergraduate classes and many presentations were made to departmental councils.

Recently, the University signed an memorandum of agreement with Hôtel Dieu-Grace Health Care to provide ethics review for research conducted at the hospital which represents a substantial increase in the biomedical and clinical trial research that will be conducted with the Board.

¹ <http://www.pre.ethics.gc.ca/eng/policy-politique/initiatives/tcps2-eptc2/Default/>

The Board will continue to reach out to provide education to the University community and to receive feedback about its processes on an ongoing basis.

The item was received for information.

5.8 Report of the Provost

New Program approval Process

The Provost informed members that any new program proposal must obtain approval for development from the New Program Steering Committee as well as the Provost. This will require proposers to complete a new program *Notice of Intent* Form and submit it to the Office of Quality Assurance. The New Program Steering Committee will then review the program for Strategic Mandate alignment and MTCU requirements and help establish a consultation plan for the development process. The Provost will also review and approve the proposal after ensuring it is reviewed by Budgets, if applicable. More details will be communicated from the Office of Graduate Studies and Quality Assurance.

Strategic Priority Fund

Senators were reminded that proposals for the Strategic Priority Fund, which are aimed this year at enhancing the student experience, are due Friday January 30, 2015.

Centred on Learning Innovation Fund

Senators were informed that proposals for the Centred on Learning Innovation Fund, which is geared toward curriculum renewal, are due Monday February 9, 2015.

5.9 Report of the VP Research and Innovation

The Research Ethics Board was thanked for their dedication and hard work. Members were reminded that if they are dealing with any dangerous chemicals in research then they should contact the Research Safety Committee. They were also reminded that if they are conducting research involving the use of animals then they should contact the Animal Care Committee before conducting any projects.

7 Adjournment

MOTION: That the meeting be adjourned.

Dr. J. Noonan/Dr. G. Drake
CARRIED