



SENATE  
Minutes of Meeting

**Date:** Friday, May 10, 2019

**Time:** 2:30pm-5:15pm

**Room:** 203 Anthony P Toldo

**PRESENT:** Mr. Chris Baillargeon, Dr. Anne Baird, Mr. Nick Baker, Ms. Katia Benoit, Dr. Sheila Boamah, Mr. Jeremiah Bowers, Dr. Lori Buchanan, Dr. Rick Caron, Dr. Greg Chung-Yan, Dr. Cheryl Collier, Ms. Biane Deghaiche, Ms. Candy Donaldson, Dr. Gordon Drake, Dr. Phil Dutton, Dr. Karen Engle, Dr. Mitch Fields, Mr. Ryan Flannagan, Dr. James Gauld, Dr. Jim Green, Prof. Jason Grossi, Dr. Marcello Guarini, Dr. Mustapha Hamil, Dr. Paul Henshaw, Dr. Chris Houser, Dr. Andrew Hubberstey, Dr. Shashi Jasra, Dr. Ofelia Jianu, Dr. Michael Khan, Dr. Ed King, Ms. Lynette Kivisto, Dr. Douglas Kneale (Chair), Dr. Ziad Kobti, Dr. Bruce Kotowich, Prof. Ruth Kuras, Dr. Mark Letteri, Dr. Joanna Luft, , Ms. Diana Marion, Dr. Scott Martyn, Dr. Cheri McGowan, Ms. Alice Miller, Dr. Bruce Minaker, Dr. Mehdi Sangani Monfared, Kim Nelson, Mr. Bhargav Pandya, Mr. Jay Patel, Dr. Linda Patrick, Dr. Jody Ralph, Dr. Anotonio Rossini, Dr. Iain Samson, Dr. K. W. Michael Siu, Ms. Jennifer Soutter, Dr. Darren Stanley, Dr. Elizabeth Starr, Dr. Maureen Sterling, Dr. Nurlan Turdaliev, Dr. Chris Waters, Dr. Patricia Weir, Ms. Sue Williams.

**REGRETS:** Dr. Majid Ahmadi, Prof. Jeff Berryman, Mr. Pascal Calarco, Ms. Deehanna Cober, Mr. Linden Crain, Dr. Vincent Georgie, Mr. Dave Johnston, Dr. Carlin Miller, Dr. Ken Montgomery, Prof. Ms. Quessia Mugabo, Mr. Gordon Orr, Dr. Katherine Quinsey, Dr. Steven Rehse, Mr. Mohammad Hannan Sadar, Ms. Lisa Salfi, Dr. Jennifer Willet, Dr. Sarah Woodruff.

**ABSENT:** Dr. Fazle Baki, Mr. Richard Corneil, Dr. Xiaoiei Guo, Dr. Norman King, Dr. Mehrdad Saif, Ms. Lena Sleiman.

**IN ATTENDANCE:** Mr. Dave Butcher, Mr. Andrew Kuntz, Ms. Anna Kirby, Prof. Judy Bornais, Mr. Chris Busch, Dr. Charu Chandrasekera, Dr. Dan Menill, Dr. Lisa Porter, Dr. Julie Smit, Dr. Mike Weiss, Ms. Rosemary Zanutto; Ms. Renée Wintermute (University Secretary) and Ms. Alison Zilli (University Secretariat).

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**1 Approval of Agenda (Unstarring agenda items)**

**MOTION:** That the agenda be approved.

Dr. A. Hubberstey/Dr. N. Baker  
**CARRIED**

**2 Minutes of the meetings of April 12, 2019**

**MOTION:** That the minutes of the meeting of April 12, 2019 be approved.

Dr. J. Green/Dr. E. King  
**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

#### University of Windsor Students Alliance (UWSA)

It was noted that there was strong participation from students in the African Diaspora Youth Conference which is being held this weekend with the theme *Beyond All Limits*. It was also noted that UWSA is already working on ideas and plans for Fall Welcome Week.

#### Graduate Students Society (GSS)

Members were informed that GSS is in the process of working on new initiatives and transitioning and mentoring the incoming executive team.

#### Organization of Part-Time University Students (OPUS)

It was noted that OPUS is in the process of working on marketing strategies and planning forthcoming workshops for the upcoming year.

### 5.2 Report of the Interim President

An overview was provided on the forthcoming changes which are a result of the government's budget announcement. A detailed update on the budgetary adjustments to meet the challenge of the 10% tuition fee reduction has been provided in the Interim President's Communiqué #5.<sup>1</sup>

Members were informed that the University is preparing for the upcoming convocation ceremonies and that Dr. Mary Jo Haddad will be installed as the Eighth Chancellor of the University at the first session of the Spring 2019 Convocation.

### 5.3 Report of the Academic Colleague

Nothing to report.

### 5.4 Senate Student Caucus

Nothing to report.

### 5.5 Program Development Committee

#### **\*5.5.1 Program Course Changes**

- \*a) BASc Mechanical Engineering General Program (with Co-operative Education) – Minor Program Changes** (*See document Sa190510-5.5.1a for more details*)

**MOTION:** That the degree requirements for the BASc Mechanical Engineering General Program (with Co-operative Education) be changed in accordance with the program/course change forms.\*

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

- \*b) Honours Bachelor of Forensic Science – Minor Program Change** (*See document Sa190510-5.5.1b for more details*)

**MOTION:** That the degree requirements for the Honours Bachelor of Forensic Science program be changed according to the program/course change forms\*.

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

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<sup>1</sup> <http://www.uwindsor.ca/president/>.

- \*c) Sociology, Anthropology and Criminology – Minor Program Changes (Form C)**  
*(See document Sa190510-5.5.1c for more details)*

**MOTION:** That the degree requirements for the Minor in Sociology program be changed according to the program/course change forms\*.

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

- \*d) Bachelor of Commerce (Honours Business Administration) – Minor Program Changes (Form C)**  
*(See document Sa190510-5.5.1d for more details)*

**MOTION:** That the degree requirements for the Bachelor of Commerce (Honours Business Administration with Specialization in Human Resources (with/without co-op and with/without Thesis) programs be changed according to the program/course change forms\*.

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

- \*e) Biology – New Course Proposal**  
*(See document Sa190510-5.5.1e for more details)*

**MOTION:** That the following course addition be made:\*

**BIOL-1073. Microbiology for Nursing**

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

- \*f) Chemistry and Biochemistry – New Course Proposals**  
*(See document Sa190510-5.5.1f for more details)*

**MOTION:** That the following course additions be made:\*

**BIOC-3030. Natural Health Products and their Mechanisms of Actions**  
**CHEM-4641. Bio and Sustainable Materials**

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

- \*g) Communication, Media and Film – New Course Proposal**  
*(See document Sa190510-5.5.1g for more details)*

**MOTION:** That the following course addition be made:\*

**CMAF-4340. Senior Project Theory**

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

- \*h) Education – New Course Proposal**  
*(See document Sa190510-5.5.1hf for more details)*

**MOTION:** That the following course addition be made:\*

**EDUC-5360. Media Arts Teachable**

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

**\*i) French – New Course Proposal**

*(See document Sa190510-5.5.1i for more details)*

**MOTION: That the following course addition be made:\***

**FREN-1240. French for Law Professionals**

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

**\*j) Math – New Course Proposal**

*(See document Sa190510-5.5.1j for more details)*

**MOTION: That the following course addition be made:\***

**MATH-4300. General Topology**

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

**\*k) Science – New Course Proposal**

*(See document Sa190510-5.5.1k for more details)*

**MOTION: That the following course addition be made:\***

**SCJE-4580. Thinking Outside the Cage: Non-Animal Methods in Biomedical Research and Toxicology**

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

**\*l) Education – Minor Program Changes**

*(See document Sa190510-5.5.1l for more details)*

**MOTION: That the changes to the degree requirements for the Concurrent General Bachelor of Arts, Communication Media and Film and Bachelor of Education program be approved as stated in the program/course change forms.**

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

**\*m) Mechanical Engineering Technology – Articulation Agreement Revision**

*(See document Sa190510-5.5.1m for more details)*

**MOTION: That the Articulation Agreement for the Mechanical Engineering Technology (with Automotive Option) and Students with an Automotive Product Design Advanced Diploma from St. Clair College diploma program be approved. \***

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

**\*n) Law – New Course Proposals**

*(See document Sa190510-5.5.1n for more details)*

**MOTION: That the following course additions be made:\***

**LAWG-5941. Gale Cup Moot**

LAWG-5942. Winkler Class Action Moot  
LAWG-5948. Banking and Negotiable Instruments  
LAWG-5951. Jewish Law  
LAWG- 5953. Constitutionalism of The Global South: Critical Comparative Perspectives  
LAWG-5954. Robotics Law and Policy

*\*Subject to approval of the expenditures required.*

**\*CARRIED**

**\*5.5.2 Learning Outcomes**

**\*a) Combined BA Forensics – Program Learning Outcomes**

*(See document Sa190510-5.5.2a for more details)*

*\*The document was received for information.*

**\*b) Communication, Media and Film – Course Learning Outcomes**

*(See document Sa190510-5.5.2b for more details)*

*The document was received for information.\**

**\*c) Drama – Course Learning Outcomes**

*(See document Sa190510-5.5.2c for more details)*

*The document was received for information.\**

**\*d) French Studies – Course Learning Outcomes**

*(See document Sa190510-5.5.2d for more details)*

*The document was received for information.\**

**\*e) Sociology, Anthropology and Criminology – Course Learning Outcomes**

*(See document Sa190510-5.5.1e for more details)*

*The document was received for information.\**

**\*5.5.3 PDC Reports on University Program Reviews and Status Reports – Economics**

*(See document Sa190510-5.5.3 for more details)*

*The document was received for information.\**

**5.5.4 Department of English, Language, Literature, and Creative Writing Proposed Name Change**

*(See document Sa190510-5.5.4 for more details)*

**MOTION: That the Department of English Language, Literature and Creative Writing be renamed to *Department of English and Creative Writing* \***

Dr. G. Chung-Yan /Dr. M. Sterling

*\*Subject to approval of the expenditures required.*

The renaming of the Department of English Language, Literature and Creative Writing to Department of *English and Creative Writing* reflects the streamlining of the new curriculum and the revised program names and is a more accurate reflection of the programming taught in the department.

**CARRIED**

## **5.6 Academic Policy Committee**

### **5.6.1 University Operating Budget 2019-2020**

*(See documents Sa190510-5.6.1 and Sa190510-5.6.1a for more details.)*

Senators were informed that the University is proposing a balanced budget for 2019/20. The 2019/20 operating revenue is budgeted at \$291,115M, which is a slight increase of over 2018/19 due to higher projected enrolments for Fall 2019 (15,045 full time and 1,815 part-time students). The budget has taken into consideration the new tuition framework, the Student Choice Initiative, projected enrolment growth and adjustments to Strategic Investments. The largest expenditure in the University Operating Budget is still salaries, wages and benefits representing approximately 74% of the Operating Budget. The University's continued commitment to maintaining its fiscal position has served the institution well and has enabled it to still set aside \$6.3M for Strategic Investment Funds.

The floor was open for comments/questions.

In response to a question raised, it was noted the cancellation of the graduate enrolment stimulus fund required the operating budget to absorb the unexpected expenses commencing 2019/20.

In response to a question raised about the gender breakdown of the 50 new faculty members through the Strategic Priority Fund positions, in addition to the five female faculty members hired through the President's Indigenous Peoples Scholars initiative, it was noted that this was reported at Senate last year.<sup>2</sup>

Concern was raised regarding the issue that we are still considered to be a publicly funded institution even though only 35% of our operating grant comes from the Province.

In response to a question raised about the Strategic Enrolment Management Plan (SEM), members were reminded that a few years ago the University hired external consultants (*SEM Works*) to undertake the review of recruitment, admissions, and retention practices which lead to the creation of the 2017-2019 SEM plan. In the future, the associate vice-president of enrolment management has been tasked with working on developing a new strategic enrolment plan.

In response to a question raised regarding Senate's role in the SEM, it was noted that the document was brought to Senate (2017) for consultation and feedback.

Concern was raised regarding the issue that under the existing enrolment centered budgeting model, funds generated from the cost-recovery course-based graduate programs are not going back to the program areas to cover the cost of incidentals (such as lab fees). Instead, the revenue generated is bypassing the Deans and going directly towards the Faculty deficits. In response it was suggested that a conversation be had between the Deans and Budgets regarding resources.

#### **5.6.1.1 Report from Academic Policy Committee**

*(See document Sa190510-5.6.1.1 for more details)*

APC members reiterated the concern that Windsor's (and other universities') increasingly reliance on international tuition fees, as the domestic student population declines and in light of budget constraints (with only one-third of the budget coming from government grants and recent government directives on domestic tuition), is not without risks. APC members stressed the need for strategic enrolment management planning.

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<sup>2</sup> SPF 50 Positions Gender Breakdown: Male 30/Female 20.

**5.6.2 Office of Experiential Learning Annual Report**  
(See document Sa190510-5.6.2 for more details)

An overview of the Office of Experiential Learning was provided to Senators. The Office is comprised of two distinctive units, both reporting to the Executive Director Experiential Learning: Co-operative Education and Workplace Partnerships, and Career Development and Experiential Learning.

The document was received for information.

**5.6.3 APC Report on Student Mental Health Strategy (Recommendation 2)**  
(See document Sa190510-5.6.3 for more details)

**MOTION: That the proposed revisions to Bylaw 51 be approved.**

Dr. A. Rossini/Dr. P. Weir

Members were provided with an overview of the mandate of the APC Subcommittee. It was noted that the Subcommittee agreed with the student focus group recommendation that bylaw 51 should require that course syllabi include information on the University's mental health resources. In addition, the Subcommittee also identified an additional revision to bylaw 51 to explicitly establish that mental health issues must be considered under clause 1.18 and 2.6, *Considerations for Health, Bereavement, or Extenuating Circumstances*.

The floor was open for comments.

In response to a question raised regarding including information on the University's mental health resources on the course syllabus, it was noted that APC has provided some suggested wording, for Faculties interested in some direction.

Although the intent of the proposed change to include the terminology "including mental health issues" is to clarify for instructors that this clause is inclusive of mental health, concern was raised that this perpetuates the categorization of mental health as "other". It was argued that there is no need for this phrase as it should be understood that mental health falls within "serious health circumstances".

Although not a proposed change to the bylaw, it was noted that the reference to "physician's letter" should be updated so that it encompasses medical notes from regulated health care professionals. The *Senate Policy on Notes from Regulated Health Care Professionals* states that the University of Windsor accepts medical notes or certificates signed by any health care professional regulated under either the Health Professions Act (RHPA) or the Social Services Work Act or equivalent.

It was expressed that when dealing with serious health circumstances of any manner, the people that are involved should be extremely sensitive regarding the sharing of specific information to protect the privacy of the student. It was noted that the policy on medical notes states that a diagnosis does not have to be disclosed and cannot be required.

It was reiterated that the issue of consideration of Indigenous peoples and practices needs to be taking into account when engaging in dialogue about wellness on campus, especially if they are referred off-campus for support that is tailored to Indigenous people.

In light of the feedback and concerns it was agreed that this item be sent back to the Bylaw Review Committee for consideration.

**5.7 Senate Governance Committee**

**5.7.1 Bylaw 51 Revisions: Proposal for New Bylaw 54 (Undergraduate) and New Bylaw 55 (Graduate)**

*(See document Sa190510-5.7.1 for more details)*

**MOTION:** That proposed revisions to Bylaw 51 be approved, including dividing the bylaw into two bylaws: Bylaw 54, Undergraduate Academic Evaluation Procedures, and Bylaw 55, Graduate Academic Evaluation Procedures, and that the proposed revisions be approved.

Dr. R. Caron/Dr. D. Stanley

The proposed change creates separate bylaws for undergraduate and graduate students for academic evaluative procedures and provides graduate students with the same rights, responsibilities and protections as undergraduate students.

In response to a question raised pertaining to the Dean of Graduate Studies approving exemptions for providing meaningful feedback on in course performance at the graduate level, it was noted that there may be courses similar to a thesis, internship or practicum where providing 20% prior to the voluntary withdraw deadline would not be pedagogically sound. These exceptions come forward to the Dean upon recommendation from the AAU Head.

In response to a clarification sought on the term “promotion”, it was noted that this refers to promotion of a student to the degree. It was further noted that when reviewing a case, the Standing Required for Continuation is reviewed as well as the other requirements defined by the specific Faculty.

Clarification was sought regarding what is meant by referring to days the University is closed. It was noted that these are the days noted as closed in the official dates posted by the Registrar as well as any other official announcement by the University of official closures, such as in the case of snow days.

**FRIENDLY AMENDMENT:** No forms of assessment shall be scheduled or made do on days identified as break days such as reading weeks, holidays, or days that the University is *officially* closed.

In response to a question about the procedures in place if an assessment is not able to be submitted due to school closure, it was noted that the evaluation, which includes test or submission due date, will be automatically rescheduled for the next regular class schedule.

In response to a question raised about the rationale for including the words “hard copy or electronic” in place of a “written” course outline, it was noted that this was done deliberately as some departments were interpreting “written” as only being a paper copy.

A minor correction was noted.

**CARRIED, as amended**



### 5.7.2 Biomedical Sciences – New AAU Proposal

*(See document Sa190510-5.7.2 and Sa190510-5.7.2a for more details)*

#### **MOTION: That the Department of Biomedical Sciences be created.\***

*\*Subject to approval of the expenditures required.*

C. Baillargeon/ Dr. L Buchanan

A presentation was provided to Senators on the proposal to create a new Department of Biomedical Sciences in the Faculty of Science. It was noted that discussions regarding the possible establishment of creating a Biomedical Sciences Department apart from Biological Sciences began in 2018.

The main objective of creating the department is to expand the health and biomedical focus by creating a new and cohesive department that centers on growing and strengthening research and education in Biomedical Sciences. Additional objectives include increasing recruitment of top local academic undergraduates, attracting new students from outside Windsor-Essex, and increase collaboration across disciplines.

It is anticipated that health and biomedical careers will be among some of the most sought out fields in science and one of the areas with the lowest unemployment rate.

If approved, the goal is to launch the department by July 1<sup>st</sup> and work towards developing a BSc program in Biomedical Science with Chemistry and Biochemistry as well as offering the BSc program in Molecular Biology and Biotechnology by 2020. Additional future goals would include the development of a MSc and PhD in Biomedical Science and a MSc in Translational Health Research. Also, the area would like to propose developing certificate programs.

Interested faculty members will have the opportunity to join the new department and there is potential for cross appointments and re-deployments. There are current faculty with teaching and research interests related to biomedical sciences that have already committed to forming part of the proposed new department.

The floor was open for comments/questions and a discussion ensued.

In response to a question raised about the need to create an additional department since the current AAU offers a BSc Honours Biology and Biochemistry (Health and Biomedical Stream), it was noted that one of the main recruitment challenges is that Windsor does not have a standalone program which is a deterrent for students or a department specific to them. The structure of a unit and how it is perceived is very important to applicants and their families. With an everchanging demographic the academic landscape often needs to shift and be re-branded to be competitive in a student-driven environment.

Currently Windsor is one of the four Universities out of 20 in Ontario that does not have a health or biomedical sciences department. The majority of Ontario universities (13) have a Biology Department plus a standalone Health or Biomedical Sciences Department. This keeps Windsor from being able to market effectively in a such a competitive environment.

In response to a concern raised about application numbers it was noted that currently there are over 300 students in the existing programs in Biology. It was reiterated that there are no budgetary implication and that the current related programs or streams will move to the new department with future program proposals being brought forward through to Senate.

With diverse disciplines and interests within Biological Sciences, it was noted that developing this proposal has not been without its challenges, but the proposal (which was faculty-member led) was supported by a strong majority vote at Faculty of Science Coordinating Council.

**CARRIED**

**MOTION: To extend the Senate meeting past 5:00pm.**

Dr. A. Rossini/Dr. M. Sterling

**CARRIED**

**5.7.3 Windsor Health Institute (WHI) Proposal**

*(See document Sa190510-5.7.3 for more details)*

**MOTION: That the proposal to establish the Windsor Health Institute be approved.**

Dr. C. Collier/Dr. M. Siu

A presentation was provided to Senators regarding the plans to establish the Windsor Health Institute. It was noted that the institute will enhance the University's research profile in one of the research areas of strategic priority identified in the University of Windsor's Strategic Research Plan with a strong focus on health and wellness.

It was suggested that the institute consult with the Leddy Library to ensure that there is indigenous knowledge and resources in health research as well as sufficient overall data management.

**CARRIED**

**5.7.4 Senate Representatives on the Board of Governors**

*(See document Sa190510-5.7.4 for more details)*

In response to the call for nominations, the following names were received prior to the meeting: Dr. Antonio Rossini, Dr. Ken Montgomery, Dr. Mehrdad Saif. The floor was open for nominations.

**MOTION: That nominations cease.**

Dr. C. Houser/Dr. L. Crain

**CARRIED**

**MOTION: That nominations be re-opened.**

Dr. P. Dutton/Dr. C. Houser

**CARRIED**

Dr. Patti Weir was nominated from the floor.

**MOTION: That nominations cease.**

Dr. P. Dutton/Dr. C. Houser

**CARRIED**

The election was by secret ballot. The results of the secret ballot: Dr. Patti Weir was elected to serve as the Senate representative on the Board of Governors.

**MOTION: That the ballots be destroyed.**

Dr. J. Gauld/Dr. M. Field

**CARRIED**

**\*5.7.5 Senate Standing Committees – Membership**  
*(See document Sa190510-5.7.5 for more details)*

**MOTION: That Senate approved the Senate Standing Committee membership for 2019-2020.**

**\*CARRIED**

**5.9 Report of Vice-President, Research and Innovation**

An overview was provided to Senators on the various research activities and initiatives across campus. The University continues to be a place where transfer of knowledge is shared in research and collaborations.

**6 Question Period/Other Business**

Nothing to report.

**7 Adjournment**

**MOTION: That the meeting be adjourned.**

Dr. J. Gauld/Dr. A. Rossini  
**CARRIED**