

SENATE AGENDA

Friday, December 8, 2017

2:30 p.m. – F210

1. APPROVAL OF THE AGENDA
2. ADOPTION OF THE MINUTES OF THE SENATE MEETING OF: November 10, 2017
3. BUSINESS ARISING FROM THE MINUTES
4. READING and DISPOSING of COMMUNICATIONS
5. QUESTION PERIOD
6. REPORTS of STANDING COMMITTEES and FACULTY or UNIVERSITY COUNCILS

SENATE EXECUTIVE COMMITTEE

MOTION 1: That the Report of the Senate Executive Committee dated December 4, 2017 be received.

PLANNING AND PRIORITIES COMMITTEE

MOTION 1: That the Report of the Planning and Priorities Committee dated November 24, 2017, be received.

MOTION 2: That Senate grant approval for the creation of a Department of Classical Studies and Modern Languages (merging of the Classical Studies, French, Spanish and Russian Programs).

7. OTHER BUSINESS

8. AMENDMENT of BY-LAWS

MOTION 1: That Senate approve that Article 9.4.1(a) Student Appeals Committee be amended as outlined below:

9.4.1 Individual Appeal Panels

- (a) Members (to be determined by the Student Appeals Committee):
 - (i) three (3) faculty members of the Student Appeals Committee from outside the appellant's Faculty, with the two (2) members who have served longest on the Committee acting as Chair and Vice-Chair;

- (ii) one (1) faculty member of the Student Appeals Committee from the appellant's Faculty, but outside the appellant's program area(s);
- (iii) one (1) student member or graduate student member of the Student Appeals Committee from outside the appellant's Faculty;
- (iv) one (1) student member or graduate student member of the Student Appeals Committee from the appellant's Faculty; and
- (v) the Registrar.

* For individual graduate appeals, one graduate student member must be on the panel.

MOTION 2: That Senate approve that Article 10.3.1 Graduate Studies Leave and Time Extensions Subcommittee be added to the Senate By-Laws as outlined below:

- (a) Members:
 - (i) Three graduate faculty members of the Faculty of Graduate Studies from different Programs, selected at large (one of whom will be elected Chair)
 - (ii) A quorum will comprise of all members of the committee
 - (iii) Meetings will be held a minimum of two times a year between September and June
- (b) Terms of reference:
 - (i) To carry out Senate-approved graduate program policies of time extensions and leaves of absence.
 - (ii) To review and develop policies and procedures for leaves and time extensions

- **Notice of Motion** Article 10.3.2 Graduate Standing & Petitions Subcommittee be added to the Senate By-Laws as outlined below:

10.3.2 Graduate Standing & Petitions Subcommittee

- (a) Ex Officio Members:
 - (ii) the Registrar, (non-voting), who shall be chair; and
 - (iii) the Dean, or designate, of each Faculty.
- (b) Members Elected by Faculty Council:
 - (i) one (1) faculty Senator or non-Senator with Graduate Faculty status from each Faculty, one of whom shall be elected by the Committee to serve as Vice-Chair; and
 - (ii) one (1) graduate student representative from a PhD Program;
 - (iii) two (2) graduate student representatives from a Masters Program
- (c) Terms of Reference:
 - (i) to periodically review the University's policies and criteria with respect to defining and assessing graduate academic standing, and make recommendations to the Graduate Studies Committee as necessary and appropriate, for conveyance to Senate;
 - (ii) to consider and rule on petitions by graduate students for exceptions to University academic regulations*;
 - (iii) where it appears that graduate degree program requirements or other academic regulations are giving us rise to otherwise avoidable student petitions, to draw

- this to the attention of the Graduate Studies Committee or other individuals for further consideration and possible action;
- (iv) through the degree audit process, to identify graduating students who are eligible for consideration for major graduate academic awards and to forward this information to those charged with making final selections;
 - (v) to rule on the admissibility of candidates who fail to meet normal University admission requirements, but who, in the opinion of the Registrar, deserve special consideration; and
 - (vi) to deal with such other matters as may be assigned from time to time by the Graduate Studies Committee or by Senate.
- * decisions in (ii) are final and may not be appealed

- **Notice of Motion** Article 9.1 Senate Executive Committee be amended as outlined below:
(Amendment in bold):

9.1 Senate Executive Committee (EXEC)

- (a) *Ex Officio* Members:
 - (i) the President, who shall be Chair;
 - (ii) the PVPAR, or designate, who shall be Vice-Chair;
 - (iii) the Academic Deans, or their designates;
 - (iv) the Speaker; and
 - (v) the Deputy Speaker.
- (b) Members Elected by Faculty Council:
 - (i) one (1) tenured or tenure-track faculty Senator* from each Faculty elected by Senate; and
 - (ii) one (1) student Senator from the NUSU Executive.

*tenured faculty preferred
- (c) Terms of Reference:
 - (i) to call Senate meetings and prepare the agendas of Senate;
 - (ii) to approve Senate minutes for circulation prior to adoption;
 - (iii) to manage the workflow of Senate and its committees/subcommittees in order that business is carried out in an expeditious and timely fashion;
 - (iv) to ensure that Senate By-Laws are followed and that Senate decisions are properly recorded, transmitted and implemented;
 - (v) to consider, for approval and conveyance to Senate, reports and recommendations of the By-Laws & Elections Subcommittee and Honorary Degrees Subcommittee;
 - (vi) when required, to exercise Senate's authority and act on Senate's behalf during the Senate summer recess period, with the understanding that all such actions shall be reported at the September meeting of Senate;
 - (vii) **the Senate Executive may act on behalf of Senate when quorum of Senate cannot be established, or when the regularly scheduled Senate meeting is delayed, to deal with any urgent matter that is within the responsibility of Senate, with the understanding that all such actions will be reported at the next meeting of Senate;**
 - (viii) to approve degree audits for all undergraduate students who have applied to graduate, and to recommend all candidates to Senate for the conferring of undergraduate degrees, diplomas and certificates;

- (ix) meetings at which candidates for honorary degrees are discussed shall be conducted *in camera* and considered strictly confidential; and
- (x) to deal with such other matters as may be assigned from time to time by Senate.

9. ELECTIONS

10. REPORTS FROM OTHER BODIES

- A.
 - (1) Board of Governors
 - (2) Alumni Advisory Board
 - (3) Council of Ontario Universities (Academic Colleague)
 - (4) Joint Board/Senate Committee on Governance
- B. Reports from Senate members participating on other university-related committees

11. NEW BUSINESS

12. ANNOUNCEMENTS

- (a) President
- (b) Provost and Vice-President Academic and Research
- (c) Vice-President Finance and Administration
- (d) Dean of Applied and Professional Studies
- (e) Dean of Arts and Science
- (f) Dean of Education
- (g) Dean of Graduate Studies and Research
- (h) Student Representative
- (i) Others

13. ADJOURNMENT

Nipissing University
Minutes of the Academic Senate Meeting
November 10, 2017
2:30 p.m. – Room F210

MEMBERS PRESENT:

A. Vainio-Mattila (Vice-Chair), C. Sutton, M. Tuncali, D. Iafrate,
N. Black

A. Armenakyan, L. Chen, L. Manankil-Rankin, P. Millar, M.
Sullivan

R. Breton, A. Burke, N. Colborne, B. Kelly, L. Kruk, G. McCann,
P. Nosko, S. Renshaw, K. Srigley, D. Tabachnick, H. Teixeira, T.
Vassilev, A. Weeks

J. Allison, C. Hachkowski, B. Hatt, T. Horton, M. Parr, C. Ricci,
W. Richardson, G. Sharpe, T. Sibbald

C. Cho

N. Allaire

J. Zimbalatti

S. Dunstall, C. Allen, T. Somerville, K. Walker

ABSENT WITH REGRETS:

M. DeGagné, J. McAuliffe, C. Richardson, R. Vanderlee

S. Connor, R. Gendron, A. Karassev, K. Lucas, T. Parkes

G. Rickwood

O. Pokorny

T. Curry

S. McArthur

S. Lamorea, J. Brunet, C. Tremblay, A. Higgins

APPROVAL OF THE AGENDA OF THE SENATE MEETING OF: November 10, 2017

MOTION 1: Moved by K. Srigley, seconded by L. Kruk that the agenda of the Senate meeting of
November 10, 2017 be approved.

CARRIED

ADOPTION OF THE MINUTES OF THE SENATE MEETING OF: October 20, 2017

MOTION 2: Moved by D. Iafrate, seconded by D. Tabichnick that the minutes of the Senate meeting of October 20, 2017 be adopted with revisions.
CARRIED

BUSINESS ARISING FROM THE MINUTES

In response to a question from the October 20, 2017 Senate meeting regarding the role and function of the Senate Executive Committee in making decisions on Senate's behalf concerning the approval of graduates, the following Motions for retroactive approval of the Report on Graduation Applicants dated October 11, 2017 were presented:

MOTION 3: Moved by D. Iafrate, seconded by N. Colborne that Senate consider the receipt of the Report on Graduation Applicants dated October 11, 2017.
CARRIED

MOTION 4: Moved by D. Iafrate, seconded by A. Burk that Senate receive the Report on Graduation Applicants dated October 11, 2017.
CARRIED

MOTION 5: Moved by D. Iafrate, seconded by L. Chen that Senate grant approval to graduate the students listed in the Report on Graduation Applicants dated October 11, 2017.
CARRIED

QUESTION PERIOD

The NUSU Vice-President of Communications requested an update regarding the Ontario college faculty strike. The Vice-President Finance & Administration advised that the Dean of Applied and Professional Studies has been in constant communication with the Canadore College School of Nursing to mitigate disruptions wherever possible.

REPORTS OF STANDING COMMITTEES AND FACULTY OR UNIVERSITY COUNCILS**SENATE EXECUTIVE COMMITTEE**

MOTION 6: Moved by A. Vainio-Mattila, seconded by N. Colborne that Senate receive the Report of the Senate Executive Committee dated November 2, 2017.
CARRIED

UNDERGRADUATE STUDIES COMMITTEE

MOTION 7: Moved by A. Vainio-Mattila, seconded by L. Chen that the Report of the Undergraduate Studies Committee, dated October 16, 2017 be received.
CARRIED

FACULTY OF APPLIED AND PROFESSIONAL STUDIES**School of Human and Social Development**

- MOTION 8: Moved by M. Tuncali, seconded by N. Colborne that Senate approve the banking of SWLF 4005: Research Essay
CARRIED.
- MOTION 9: Moved by M. Tuncali, seconded by D. Tabachnick that Senate approve the addition of the following to the regulations for the SWLF.SSW Collaborative Degree-Diploma Program: A maximum of 6 credits of cross-listed courses may count toward an Honours Specialization in Social Welfare and Social Development with a Social Service Worker diploma.
CARRIED

FACULTY OF ARTS AND SCIENCE

- MOTION 10: Moved by M. Tuncali, seconded by N. Colborne that Senate approve Motions 11 through 14 as outlined as an omnibus Motion.
CARRIED
- MOTION 11: Moved by M. Tuncali, seconded by N. Colborne that Senate approve that the course description for ENGL 3487, Topics in Poetic Genres, be modified as follows:
Old description:
This course examines the conventions of, and developments within, a specific literary genre through a literary period or across literary history. Genres are drawn from British, Canadian, American and other literatures. Specific genres and associated course content vary from year to year.
New description:
Students examine the conventions of, and developments within, a specific poetic genre through a literary period or across literary history. Genres are drawn from British, Canadian, American and other literatures. Specific genres and associated course content vary from year to year.
- MOTION 12: Moved by M. Tuncali, seconded by N. Colborne that Senate approve that the course description for ENGL 3496, Topics in Dramatic Genres, be modified as follows:
Old description:
This course examines the conventions of, and developments within, a specific literary genre through a literary period or across literary history. Genres are drawn from British, Canadian, American and other literatures. Specific genres and associated course content vary from year to year.
New description:
Students examine the conventions of, and developments within, a specific dramatic genre through a literary period or across literary history. Genres are drawn from British, Canadian, American and other literatures. Specific genres and associated course content vary from year to year.
- MOTION 13: M. Tuncali, seconded by N. Colborne that Senate approve that the course description for ENGL 3497, Topics in Prose Genres, be modified as follows:
Old description:
This course examines the conventions of, and developments within, a specific literary genre through a literary period or across literary history. Genres are drawn from British,

Canadian, American and other literatures. Specific genres and associated course content vary from year to year.

New description:

Students examine the conventions of, and developments within, a specific prose genre through a literary period or across literary history. Genres are drawn from British, Canadian, American and other literatures. Specific genres and associated course content vary from year to year.

MOTION 14: M. Tuncali, seconded by N. Colborne that Senate approve that the course description for ENGL 2616, Topics in Visual

Storytelling, be modified as follows:

Old description:

Students examine the unique ways in which visual texts create and tell stories. Visual literacy and the relationship between image and text inform the approach of this course, which introduces students to the study of visual texts, and the relationship between text and image. Students can expect at least 50% of the course material to be drawn from forms such as the graphic novel and illustrated books. Specific content varies from year to year.

New description:

Students examine the unique ways in which visual texts create and tell stories. Visual literacy and the relationship between images, static or moving, and narrative inform the approach of this course. Specific content varies from year to year.

CARRIED

Gender and Equality and Social Justice

MOTION 15: Moved by M. Tuncali, seconded by S. Renshaw that Senate approve the deletion of GEND 1025 Introduction to Gender Equality and Social Justice.

CARRIED

Religions and Cultures

MOTION 16: Moved by M. Tuncali, seconded by S. Renshaw that Senate approve Motions 17 through 24, except for Motion 22, as outlined as an omnibus Motion.

CARRIED

MOTION 17: Moved by M. Tuncali, seconded by S. Renshaw that Senate approve that the anti-requisite RLCT 1025, Introduction to World Religions, be removed from the courses RLCT 2146, From Gurus to Shamans and Beyond, and RLCT 2147, From G-d to Allah and Beyond.

MOTION 18: Moved by M. Tuncali, seconded by S. Renshaw that Senate approve that the current title of RLCT 2046, Global Spiritualities:

Eastern Traditions in the Contemporary World, be changed to RLCT 2046, Global Spiritualities: Religious Traditions in the Contemporary World.

MOTION 19: Moved by M. Tuncali, seconded by S. Renshaw that Senate approve that RLCT 2146, From Gurus to Shamans and Beyond, be changed to RLCT 2146, World Religions: Eastern Traditions.

MOTION 20: Moved by M. Tuncali, seconded by S. Renshaw that Senate approve that RLCT 2147, From G-d to Allah and Beyond, be changed to RLCT 2147, World Religions: Western Traditions.

MOTION 21: Moved by M. Tuncali, seconded by S. Renshaw that Senate approve that RLCT 3116/GEND 3116, The Curse of the Fallen Woman: Women and Western Traditions, be changed to RLCT 3116/GEND 3116, Women and Western Religions.

MOTION 22: Moved by M. Tuncali, seconded by G. McCann that Senate **withdraw** the Motion RLCT 3216, Is God Dead? Faith in the Modern World, be changed to RLCT 3216, Atheism, Skepticism and Religious Faith.

MOTION WITHDRAWN - CARRIED

MOTION 23: Moved by M. Tuncali, seconded by S. Renshaw that Senate approve that RLCT 3206, The Religious Animal, be changed to RLCT 3206, Theories of Religion.

MOTION 24: Moved by M. Tuncali, seconded by S. Renshaw that Senate approve that RLCT 3507, Greening Religion: Nature, Spirituality and Activism, be changed to RLCT 3507, Religion and the Environment.
CARRIED

PLANNING AND PRIORITIES COMMITTEE

MOTION 25: Moved by A. Vainio-Mattila, seconded by A. Armenakyan that the Report of the Planning and Priorities Committee dated October 27, 2017, be received.
CARRIED

OTHER BUSINESS

The Provost provided a PowerPoint presentation on Quality Assessment. This presentation with some revisions was also presented at the October 27 PPC meeting. The processes and timelines that should be followed were discussed, and it was reported that the issues are currently being mapped out so that a framework can be developed. Nipissing's annual report on major modifications was recently submitted to the Council on Quality Assurance. The Provost suggested that major modifications be added to the wording of the Senate motions so that they are more easily identified. PPC members were in agreement that a smaller, nimbler internal review committee of 4-5 people be formed and invited faculty with an interest or a skill set to put their names forward. A question was asked how Indigenization fits in with Quality Assessment. The Provost advised that Indigenization is important and needs to be thought about and included when protocols are being developed.

AMENDMENT OF BY-LAWS

MOTION 26: Moved by D. Tabachnick, seconded by D. Iafrate that Senate approve that Article 10.3 Graduate Studies Council (GSC) be renamed to the Graduate Studies Committee (GSC).
CARRIED

MOTION 27: Moved by D. Tabachnick, seconded by A. Burk, that Senate approve the attached revised Senate By-Laws document.
CARRIED

The By-Laws and Elections Subcommittee approved the following non-substantive change to Article 9.3.1(a)(i) Undergraduate Standing & Petitions Subcommittee (S&P):

- (a) Ex Officio Members: (change in bold):
 - (i) the Registrar, (non-voting) **or designate**, who shall be Chair;

The Senate Budget Advisory Committee membership and terms of reference were provided as a Notice of Motion at the October 20, 2017 Senate meeting. The following amendments highlighted in bold were proposed:

Ex-Officio Members:

Provost, Vice-President Academic & Research (**non-voting**), **who shall be chair**

Vice-President, Finance and Administration (**non-voting**)

~~Academic Dean~~

Members Elected by Senate or Faculty Council:

Three Faculty Senators **or non-Senators** (~~one from each faculty~~)*

NUSU Representative

*** tenure or tenure track Faculty Senators preferred**

MOTION 28: Moved by D. Tabachnick, seconded by N. Colborne that Senate approve the amendments to the Senate Budget Advisory Committee membership.

CARRIED

OBJECTION - 1

- **Notice of Motion** Student Appeals Committee revision of Article 9.4.1(a) be amended as outlined below:

9.4.1 Individual Appeal Panels

(a) Members (to be determined by the Student Appeals Committee):

- three (3) faculty members of the Student Appeals Committee from outside the appellant's Faculty, with the two (2) members who have served longest on the Committee acting as Chair and Vice-Chair;
- one (1) faculty member of the Student Appeals Committee from the appellant's Faculty, but outside the appellant's program area(s);
- one (1) student member or graduate student member of the Student Appeals Committee from outside the appellant's Faculty;
- one (1) student member or graduate student member of the Student Appeals Committee from the appellant's Faculty; and
- the Registrar.

*** For individual graduate student appeals, one graduate student member must be on the panel.**

The Speaker requested that *individual graduate student* be read out and added to the Notice of Motion to be voted on at the December 8, 2017 Senate meeting.

- **Notice of Motion** Graduate Studies Leave and Time Extensions Subcommittee 10.3.1 be added as outlined below:

10.3.1 Graduate Studies Leave and Time Extensions Subcommittee

(a) Members:

- Three graduate faculty members of the Faculty of Graduate Studies from different Programs, selected at large (one of whom will be elected Chair)
- A quorum will comprise of all members of the committee
- Meetings will be held a minimum of two times a year between September and June

(b) Terms of reference:

- To carry out Senate-approved graduate program policies of time extensions and leaves of absence.
- To review and develop policies and procedures for leaves and time extensions

ELECTIONS

- Elect one at large non-Senator for the Planning & Priorities Committee
Nomination received from the Schulich School of Education for Dr. Kristina Karvinen
K. Karvinen - ACCLAIMED
- Elect one Senator to fill a Faculty of Arts & Science vacancy
Nomination received from Arts & Science Faculty Council for Dr. Ali Hatef
A. Hatef - ACCLAIMED

REPORTS FROM OTHER BODIES

Board of Governors

On behalf of the Board of Governors, Senator Zimbalatti provided an update from the November 9 Board meeting: Fran Couchie was welcomed as the newest Board member; two student callers from the successful fundraising campaign were introduced; the Provost reported on IQAP; the VP Finance and Administration provided an update on the college faculty strike, staff awards and the turf field; the Assistant VP Students gave an update on individualized student exams and the 25 Anniversary Celebrations; the Dean of Arts & Science reported on NIFTY (Nipissing Institute for Television & Innovation); the Dean of Applied and Professional Studies reported on new hires; the Director of Institutional Research and Planning provided an enrollment update and the Manager of Marketing and Communications provided an extensive report of how NU and the community work together. Senator Zimbalatti also provided an update on the University anthem advising that it would soon be ready for release.

NEW BUSINESS

- MOTION 29: Moved by A. Vainio-Mattila, seconded by T. Horton that Senate move in camera to bring forward three new names to be added to the ongoing Senate List for consideration to receive an honorary degree.
CARRIED
- MOTION 30: Moved by A. Vainio-Mattila, seconded by T. Horton that Senate approve the three names provided in camera to be added to the ongoing Senate List for consideration to receive an honorary degree.
CARRIED
- MOTION 31: Moved by A. Vainio-Mattila, seconded by S. Renshaw that Senate move out of camera.
CARRIED

A request was made to provide an up-to-date report of the list of Senate approved names for consideration to receive an Honorary Degree.

ANNOUNCEMENTS

The Provost and Vice-President Academic and Research thanked everyone that attended the Provost's Meet & Greet, and advised that she had recently attended a meeting of the Ontario Council of University Research and a meeting of the National Vice-Presidents' Academic Council. She also advised that Universities Canada recently launched their public commitment to work together and collaborate with

community organizations, business leaders and governments to reduce barriers to equity, diversity and inclusivity on campus and in society. An event was also attended to sign an MOU partnership with the North Bay Science Festival.

The Vice-President Finance and Administration advised that the Annual Service Awards Ceremony had recently been held celebrating the contributions of employees who have passed their 5, 10, 15, 20, 25, 30 and 40 year milestones. Dr. Matti Saari was honoured for his 40 years of service and Dan St. Georges and Marney Leclerc were recognized as the recipients of the 2017 Staff Awards for Exceptional Performance and/or Service. She was also pleased to advise that President DeGagné was recently recognized during question period in the House of Commons as one of thirteen recipients of the 2018 Indspire Awards. Dr. DeGagné is being honoured with this national award for his public service work. The Indspire Awards Ceremony will be held in Winnipeg on March 23.

Senator Somerville provided an update on the new Student Centre and advised that a meeting will be held with NU and lawyers to secure potential financing. Upcoming events included the men’s volleyball partnership “the Movember Matches” with proceeds donated to the NUSU Movember Team. He also advised of the NU Lakers Break the Ice on Mental Health events, “NU Listens” and “Do it for Daron” sponsored by Nipissing’s Sports Marketing class to raise funds and awareness for Mental Health Services. As well, NUSU is continuing to work with the Military Resource Centre and encourages all members of the Nipissing Community to participate in the free Mental Health First Aid for the Veteran Community course. Adam Higgins was introduced as the new Graduate Student representative.

ADJOURNMENT

Senate was adjourned at: 4:30 p.m.

Original signed by:

.....
A. Vainio-Mattila (Vice-Chair)

.....
S. Landriault (Senate Recording Secretary)

A large red speech bubble with a white outline, containing the text "Quality Assessment". The speech bubble is centered on a white background with faint, light gray concentric circles and dashed lines. The text is in a white, sans-serif font.

Quality Assessment

Quality Assessment at Nipissing

- **COU:**
 - New Programmes
 - Cyclical reviews
 - Major Modifications
 - Nipissing IQAP Protocol submitted June 10th, 2013
- **To do:**
 - Ongoing reviews
 - Programmes in arrears
 - Programmes delayed
 - Programmes imminent
 - Timeline
 - Protocol review
 - QA Committee/Working Group

IQAP

- COU > Quality Council
- QA Framework:
 - Protocol for New Program Approvals
 - Protocol for Expedited Approvals
 - Protocol for the Cyclical Review of Existing Programs
 - Audit Process

Current protocol

- Self Study Manual for Cyclical Academic Reviews
 - Describes process
 - Self-study evaluation criteria
 - Components of the Self-Study
 - Appendices
- Other documents

Ongoing reviews

- BEd
- Aboriginal Teacher Certification
- Teacher of Anishnaabemwin as a Second Language Programme
- MEd
- PhD
- BPHE
- School of Business degrees

ACTION: Letter of instruction will ask for committee members, timeline, and deadlines. Are using current protocol.

Programmes in arrears

- Sociology
- Nursing (accreditation)

ACTION: Initiate immediately, use current protocol

Programmes
delayed

- Fine Arts
- Geography
- Criminal Justice
- MSc Math
- MES/MESc Environmental

ACTION: Initiate in January, use updated Self-Study protocol?

Programmes
imminent

- English Studies

ACTION: Initiate on schedule, use updated Self-Study Protocol

-2 -1 0 1 2 3 4 5 6 7 8

Provost notifies Dean/Chair of impending review

Self-study process begins

External review prep begins

Dean oversees formation of Review Committee

RC has first meeting

RC submits timeline to Provost who informs PPC/QA

RC submits complete draft of self-study to PPC/QA for compliance

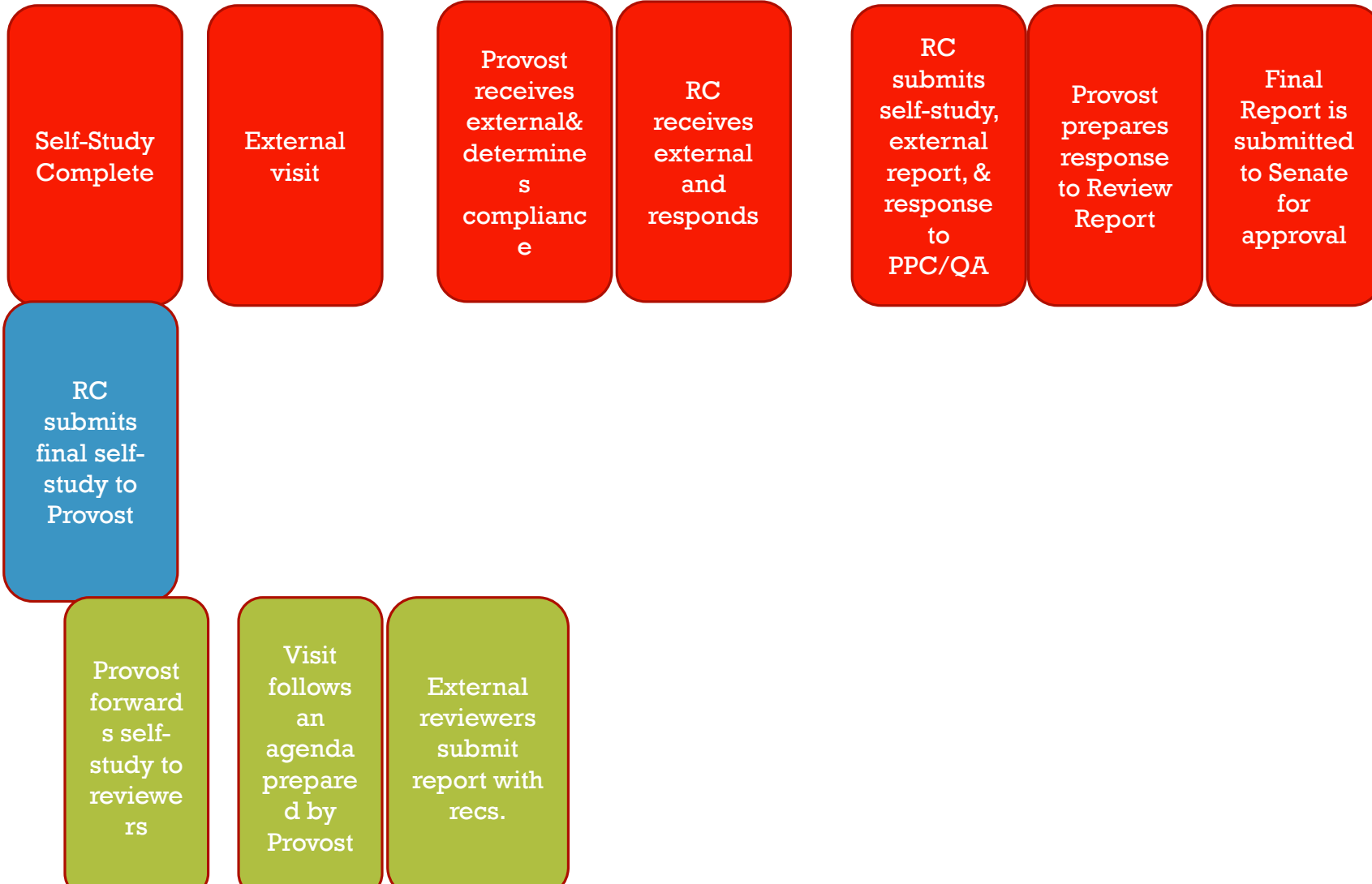
PPC/QA submits constructive comments on self-study to RC

RC submits list of potential reviewers to Provost for PPC/QA

PPC/QA approves reviewers

Provost contracts reviewers and organizes site visit

8 9 10 11 12 13 14 15 16 17 18



Protocol review

- Academic support units
- Protocols need to include a document on new programme approval, major modifications
- Review data collected > impact
- Connection to Academic Planning

QA Committee/ Working Group

- **Who?**
- **When?**

NIPISSING UNIVERSITY

REPORT OF THE SENATE EXECUTIVE COMMITTEE

December 4, 2017

There was a meeting of the Senate Executive on November 30, 2017.

The following members participated:

M. DeGagné (Chair), A. Vainio-Mattila, J. McAuliffe, C. Richardson, M. Tuncali, R. Vanderlee, B. Hatt, N. Colborne, J. Allison, P. Millar, A. Weeks, S. Landriault (Recording Secretary, n-v)

Regrets: S. Lamorea

The purpose of the meeting was to set the agenda for the December 8, 2017 Senate meeting.

In Business arising from the Senate Minutes of November 10, 2017, the Senate Chair requested that the amended Motion regarding the change of membership of the Senate Budget Advisory Committee be struck from the December 8, 2017 Senate Agenda as the amended Motion is out of order.

The Report of the Planning and Priorities Committee dated November 24, 2017 will be included in the Senate Agenda. The Report includes a Motion for the approval of the creation of a Department of Classical Studies and Modern Languages (merging of the Classical Studies, French, Spanish and Russian programs).

The Report of the By-Laws and Elections Subcommittee dated November 28, 2017 was provided to the Senate Executive. It was advised that a Motion to amend Article 9.4.1 Individual Appeals Panel and a Motion to add Article 10.3.1 Graduate Studies Leave and Time Extensions Subcommittee will be included in the Senate Agenda. They appeared as Notices of Motion in the November 10, 2017 Senate Agenda. A Notice of Motion will be included in the Senate Agenda regarding the addition of the Graduate Standing and Petitions Subcommittee. Due to an error in the October 3 By-Laws and Elections Subcommittee Report the Motion read that the By-Laws and Elections Subcommittee accept the Graduate Studies Committee membership and terms of reference as presented. The Motion should have read that the By-Laws and Elections Subcommittee accept the Graduate Standing and Petitions Subcommittee membership and terms of reference as presented. A Notice of Motion will be included in the Senate Agenda regarding the proposed revision of Article 9.1(c)(vi) of the Senate Executive Committee.

MOTION 1: Moved by M. DeGagné, seconded by C. Richardson that the Senate Executive approves the December 8, 2017 Senate Agenda.
CARRIED

Respectfully submitted,
Original signed by:
M. DeGagné
Chair
Senate Executive Committee

MOTION 1: That Senate receive the Report of the Senate Executive dated December 4, 2017.

**Report of the
PLANNING AND PRIORITIES COMMITTEE**

Friday, November 24, 2017

The second meeting of the Planning and Priorities Committee was held on Friday, November 24, 2017. The following members were in attendance:

COMMITTEE MEMBERS:

Arja Vainio-Mattila (Chair)	Blaine Hatt	Carlo Ricci (Skype)
Carole Richardson	Adam Higgins	Katrina Srigley
Murat Tuncali	Debra Iafrate	John Vitale (Skype)
Rick Vanderlee	Alex Karassev	Janet Zimbalatti
Nancy Black	Tysina Mein	
Steven Cairns (Skype)	Reehan Mirza	

Regrets: Jim McAuliffe, Anahit Armenakyan, Cory Tremblay, Kaitlyn Walker

Guest: Richard Wenghofer

Recording Secretary: S. Landriault

After reviewing and discussing the proposal, members approved recommending to Senate the creation of a Department of Classical Studies and Modern Languages (merging of the Classical Studies, French, Spanish and Russian Programs).

The Provost provided a progress report on Quality Assurance. She advised that a meeting with Cindy Robinson, Manager of Quality Assurance and John Pierce, Chair of the Audit Committee and one of the auditors that worked on the NU Desk Audit, has been scheduled for November 27. The letter of instruction to the Deans to initiate the review process and the make-up of the internal review committee were also discussed. A motion regarding the composition of the internal review committee will be sent out to PPC members to vote electronically following the meeting.

The membership of the Ad Hoc Working Group on Quality Assurance was discussed. Alex Karassev, Louela Manankil-Rankin, Beverley Beattie and Nancy Black have expressed an interest. The Director of Institutional Research and Planning, Stephen Tedesco will also be a member of the working group. The Provost's office will try to arrange the first meeting in December.

Respectfully submitted,



Arja Vainio-Mattila, PhD
Chair, Planning and Priorities Committee

Motion 1: That the Report of the Planning and Priorities Committee dated November 24, 2017, be received.

Motion 2: That Senate grant approval for the creation of a Department of Classical Studies and Modern Languages (merging of the Classical Studies, French, Spanish and Russian Programs).

Motion: 3: Moved by B. Hatt, seconded by C. Richardson notwithstanding the fact that we are revising the self-study manual for cyclical reviews, the composition of the Internal Review Committee for the time being will be as follows:

- 1) Dean of the School in which the review unit resides;
- 2) 2-5 faculty members from the review unit;
- 3) 1-2 faculty members from outside the review unit;
- 4) At least one student, or alumnus, representing the review unit;
- 5) Up to 2 additional members selected by 1-4 above.

The Internal Review Committee will select its Chair who will be the compiler of the Self-Study Report.

CARRIED

Motion: That PPC approve and recommend to academic senate the creation of a new department, *The Department of Classical Studies and Modern Languages*, by merging the Classical Studies, French, Spanish, and Russian programs.

Rationale: Currently the programs in French, Spanish, and Russian are administered directly by the Office of the Dean of Arts and Science making it difficult for these programs to be fairly and impartially represented to the detriment of these very programs. Moreover, Classical Studies, which has offered a full Specialized Honours program in Classics since 2010, remains a program owing to the current faculty complement. By merging Classical Studies with the language programs currently on offer at Nipissing, official departmental status can be conferred on all of the aforementioned programs to the benefit of each. Such mergers are certainly not unprecedented at Nipissing. The programs in Philosophy, Political Science, and Economics share a single departmental structure.

The proposed merger is, moreover, a logical fit. As a discipline Classical Studies is heavily engaged in the study of language (Latin and ancient Greek), philology, and linguistics. French and Spanish in particular, as Romance languages, are derived largely from Latin, and the merging of these programs would allow the newly formed department to pool the resources of the French, Spanish, Russian, and Classical Studies programs in order to create new degree programs and areas of study for Nipissing students without necessitating any additional resources. For example, by merging these programs into a single department it becomes possible to develop a degree program in *Romance Languages and Literature* out of already existing courses. Students have repeatedly expressed a desire for a full degree in languages, however, this is not possible in French and Spanish under the current structure. A degree in Romance languages would make it possible to meet student demand for a full language degree immediately and without any additional resources, no doubt resulting in increased enrollment in all the language courses currently offered. With increased enrollment across all the language courses it would then become possible to expand the number and variety of courses offered in Spanish and French so as to turn them into fully-fledged stand-alone degree programs in their own right. In the case of French in particular, the fact that at Nipissing, a northern institution in a region with a high Franco-Ontarian population, does not offer a degree in French is especially regrettable.

At present, both Spanish and French are ancillary to the Faculty of Education, providing 'teachables' in French and Spanish for students enrolled in teacher training. But while the intent of this motion would be to continue to offer languages as teachable subjects to Education students, the proposed merger would also allow Nipissing's language programs to expand into other growth areas in order to meet current student demand and create new demand. For example there is a demand for certified translators in business, government, and NGOs. Translators in Canada are certified by the *Canadian Translators, Terminologists, and Interpreters Council*. By aligning our language curricula so as to allow students to prepare for these certification exams, we would be affording Nipissing students career opportunities they are at present denied. In addition, preliminary discussions have been initiated with Lakehead University to share resources (i.e. utilizing asynchronous alternative delivery to make Latin, Greek, and Spanish taught at Nipissing available to Lakehead students in exchange for Nipissing students

having access to courses in Italian and German at Lakehead), thus expanding the number and variety of language courses offered to students at both institutions. Finally, full degree programs in languages would allow students enrolled in other professional programs such as Business or Nursing to acquire the second language skills necessary to make them more competitive in employment markets after graduation.

In order to grow in this way the language programs at Nipissing require formal representation to advocate for them. Yet at present neither Spanish nor French have any full-time faculty with a Ph.D. Rather both programs are run by part-time faculty without doctoral degrees and administered directly by the Office of the Dean of Arts and Science. This motion is intended to remedy this issue. Departmental status will afford all of the aforementioned programs better institutional representation, academic oversight, and provide suitable quality assurance, since Classical Studies has one full-time tenured faculty member (who could advocate for languages and provide academic oversight) and one LTA. At present Classical Studies, French, and Spanish have a collective enrollment of 67.4 FTE's. Such numbers would make this new department healthy and robust, and with the plans outlined above, we believe that we can expand the number of FTE's well beyond this figure.

Nipissing University

Report of the By-Laws and Elections Subcommittee

November 28, 2017

There was a meeting of the By-Laws and Elections Subcommittee on Tuesday, November 28, 2017 at 10:30 a.m. in F307.

Present: B. Hatt, N. Colborne, D. Davis, J. McIntosh, D. Tabachnick, A. Higgins

Regrets: C. Allen

The Agenda of the November 28, 2017 By-Laws and Elections Subcommittee meeting was approved.

Moved by J. McIntosh, seconded by N. Colborne that the Report of the October 31, 2017 By-Laws and Elections Subcommittee meeting be accepted.

CARRIED

Under Business Arising from the Report regarding the proposed addition to the Senate By-Laws of Article 11.3 Standing Joint Committee of the Board and Senate on Governance, D. Tabachnick advised that a response had not yet been received from the the Chair of the Board Governance Committee regarding the Terms of Reference. A request was made to add this item to the November 30 Senate Executive meeting for discussion.

A recent change to the Ex Officio membership of the Teaching Learning Committee, Senate By-Laws Article 9.5(a)(i), was the addition of the Academic Deans, or designate, one of whom shall be Chair. The Chair of the By-Laws Committee will communicate with the Provost to request that one of the Academic Deans be asked to Chair.

In response to the recent revision of the Senate By-Laws which made all Deans members of all Senate Committees, reference to the Academic Deans in the Senate By-Laws document requires clarification. The Dean of Graduate Studies and Research is not a Dean of an academic faculty. N. Colborne and D. Davis will review the current Senate By-Laws and suggest revisions at the next Senate By-Laws meeting.

The capacity of the Senate Executive to act on behalf of Senate under certain conditions was discussed and the following amendments to the Terms of Reference were suggested:

Moved by J. McIntosh, seconded by D. Tabachnick that the By-Laws and Elections Subcommittee accept the proposed revision to Article 9.1(c)(vi)

9.1 Senate Executive Committee (EXEC)

- (a) *Ex Officio* Members:
 - (i) the President, who shall be Chair;
 - (ii) the PVPAR, or designate, who shall be Vice-Chair;
 - (iii) the Academic Deans, or their designates;
 - (iv) the Speaker; and
 - (v) the Deputy Speaker.
- (b) Members Elected by Faculty Council:

- (i) one (1) tenured or tenure-track faculty Senator* from each Faculty elected by Senate; and
 - (ii) one (1) student Senator from the NUSU Executive.
*tenured faculty preferred
- (c) Terms of Reference:
- (i) to call Senate meetings and prepare the agendas of Senate;
 - (ii) to approve Senate minutes for circulation prior to adoption;
 - (iii) to manage the workflow of Senate and its committees/subcommittees in order that business is carried out in an expeditious and timely fashion;
 - (iv) to ensure that Senate By-Laws are followed and that Senate decisions are properly recorded, transmitted and implemented;
 - (v) to consider, for approval and conveyance to Senate, reports and recommendations of the By-Laws & Elections Subcommittee and Honorary Degrees Subcommittee;
 - (vi) when required, to exercise Senate's authority and act on Senate's behalf during the Senate summer recess period, with the understanding that all such actions shall be reported at the September meeting of Senate;
 - (vii) the Senate Executive may act on behalf of Senate when quorum of Senate cannot be established, or when the regularly scheduled Senate meeting is delayed, to deal with any urgent matter that is within the responsibility of Senate, with the understanding that all such actions will be reported at the next meeting of Senate;
 - (viii) to approve degree audits for all undergraduate students who have applied to graduate, and to recommend all candidates to Senate for the conferring of undergraduate degrees, diplomas and certificates;
 - (ix) meetings at which candidates for honorary degrees are discussed shall be conducted *in camera* and considered strictly confidential; and
 - (x) to deal with such other matters as may be assigned from time to time by Senate.
- CARRIED

To ensure proportional representation on Senate the Human Resources Department provided an up-to-date faculty count with the following breakdown:

FT CASBU (all A&S) - 14 = **2 Senate Reps.**

APS – 36 + 3 Directors - 39 = **8 Senate Reps.**

A&S – 86 = **17 Senate Reps.**

ED – 52 + 1 Director - 53 = **11 Senate Reps.**

Academic Directors - 4 (3 APS / 1 ED)

Total Senators = 38

The total number of Senators for the 2018-19 academic year will be 38.

Article 28.1, service work during sabbatical leave was discussed. The CA states, "... a sabbatical constitutes a leave from a tenured Member's normal responsibilities of teaching and service to focus on research and scholarship." Members were in agreement that the By-Laws and Elections Subcommittee is not in the position to enforce the CA. The Chair will speak with the Provost and contact the NUFA President to invite her to attend the next By-Laws and Elections Subcommittee meeting to discuss this issue.

By-Law 12.2, participation on Senate standing committees/subcommittees, Senators vs non-Senators was discussed. The Senate By-Laws state, "Recognizing the importance of its standing committees/subcommittees to the effective function of the Senate, all Senators shall be expected to serve on, and regularly attend the meetings of, one or more standing committees/subcommittees each year."

When populating Senate committees and subcommittees the first priority should be to have all Senators serving on at least one standing committee. Members were in agreement that it is a challenge to fill Senate committees and subcommittees and that service needs to be far more recognized and valued. The tenure & promotion policies and procedures indicate that service is an important part of university work. The Annual Staff Award for Exceptional Performance and Service recognizes non-academic staff. The Chancellor's Teaching and Research awards recognize faculty, but there is no recognition for service. The By-Laws and Elections Subcommittee Chair will speak to the Senate Chair regarding the importance of service work and discuss the creation of a faculty award that recognizes service.

The importance of clarity of the motions received by the Senate Secretary was discussed. At the November 19, 2017 Senate meeting an amended Motion was included in the agenda which created confusion. It was agreed that moving forward, motions requiring amendments will be put forward from the Senate floor with a majority vote.

The next meeting of the By-Laws and Elections Subcommittee will be held on December 19, 2017 at 10:30 a.m. in F307.

MOTION 1: That Senate Executive receive the Report of the By-Laws and Elections Subcommittee dated November 28, 2017.

Respectfully submitted,
Original signed by:

Dr. Blaine Hatt
Chair
By-Laws and Elections Subcommittee