

Nipissing University
Minutes of the Academic Senate Meeting
March 11, 2016
2:30 p.m. – Room F210

MEMBERS PRESENT:

M. DeGagné (Chair), H. d'Entremont, J. Graham, C. Richardson. R. Vanderlee, N. Black

A. Armenakyan, G. Brown, L. Chen

A. Ackerman, S. Arnocky, A. Burke, D. Campbell, N. Colborne, A. Erfani, R. Gendron, N. Kozuskanich, P. Nosko, M. Owens, G. Phillips, S. Renshaw, M. Saari, S. Strigley, D. Walters

K. Clausen, L. Frost, D. Hay, T. Horton, D. Jarvis, J. McIntosh, M.A. Parr, G. Rickwood

C. Cho

O. Pokorny, L. Rossi

M. Berube, J. Zimbalatti

S. Feretycki

J. Andrews, A. Deugo, S. Lamorea

ABSENT WITH REGRETS:

M. Tuncali

K. McCullough, R. Vernescu

D. Borman, A. Karassev, T. Parkes

M. Bruner, B. Hatt, T. Sibbald

T. Waldock

C. Hachkowski

M. Byblow

APPROVAL OF THE AGENDA OF THE SENATE MEETING OF: March 11, 2016

Moved by N. Colborne, seconded by H. d'Entremont that the agenda for the March 11, 2016 Senate meeting be approved.

CARRIED

ADOPTION OF THE MINUTES OF THE SENATE MEETING OF: February 12, 2016

Moved by M. Owens, seconded by S. Arnocky that the minutes of the February 12, 2016 Senate meeting be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

It was advised that the minutes of the February 12, 2016 Senate meeting accurately reflect Senator Feretycki's request for information regarding the revised academic schedule. The questions were referred to the Teaching & Learning Committee for response. Senator Strigley advised that answering these questions would require data that we don't have. No provisions were made at the initial Senate meeting to collect this information, therefore there is no way off assessing the data. The Speaker requested that the Teaching & Learning Committee be advised of this so that this information can be included in their report.

Senator Burke asked when the ancillary fees voted on at the last Senate meeting would take effect and where this information can be found on the website. The Registrar advised that normally changes are effective as per the new academic year starting May 1, 2016. Information regarding ancillary fees can be found on the website under Student Financial Services/Fees and Payments.

QUESTION PERIOD

As a follow up from the January Senate meeting, Senators expressed serious concerns regarding the lack of criteria regarding the suspension of enrolments. It was advised that this would be discussed at a PPC meeting, but there is no reference in the PPC report. When will something come forward to Senate from PPC? The Speaker requested that a motion to this effect be added to the agenda under New Business.

Senator Frost requested information regarding staffing vacancies in the Library. She also advised that the message on our website indicates that the Library is not accepting donations. She asked if the reason we are no longer accepting donations due to a lack of staffing. The Provost advised that he was not aware of any resignations, and that the process of filling vacant positions in the Library is being looked into. The Executive Director of Library Services clarified that donations for the archives and special collections are still being accepted, but we are currently not accepting donations for Library collections. She advised that she would be happy to discuss potential donations and asked that anyone interested in donating items contact her.

The impending loss of the Dionne Quintuplets museum was discussed. It was suggested that our Library be a part of preserving these artifacts. The Executive Director of Library Services advised that this information would be passed on to the Archivist.

With regards to the search committee for the new Dean of Graduate Studies and Research position, a request was made for further information as to what this faculty will be and what kind of faculty will be attached to it. The Provost advised that a position will be created not a faculty. Two previous positions ago there was an Executive Director of Research, then an Assistant VP Research and Graduate Studies and then an Associate VP Academic. The title of the position will be Dean, but the primary responsibilities will be Graduate Studies and Research.

Concerns were expressed regarding the need for this position when the past two Graduate Studies Council meetings have been cancelled. It was advised that Education is currently in need of a policy regarding oral defences at the PhD level.

The Provost advised that a full-time position is required to coordinate graduate studies and research. Many smaller universities have someone who works closely and collaboratively with the faculty. In past years the position's primary responsibilities were graduate studies and research. It is important to have someone full-time as things are falling through the cracks. The Provost advised that a job description will be created before the Search Committee is struck. The decanal position was thought to be the way to proceed, but if this doesn't work the title could be changed.

Senator Gendron advised that we need to clarify the structure. It is not the creation of a Faculty of Graduate Studies; it is a Dean of Graduate Studies position. Programs would continue to be funded under their faculties. Senator Brown advised that there is some urgency to have the position filled soon as we have a CRC coming.

The Dean of Applied and Professional Studies outlined his support of the Dean of Graduate Studies position. A senior academic position in Graduate Studies is needed to represent the University. As well, a Dean's position is more cost effective than an AVP position and a Dean's position would work more collegially.

Senator Jarvis advised that the OCGS website indicates that there are five instances of a Dean of Graduate Studies at other universities.

Questions were raised regarding the academic program and a concern was expressed that the Provost had asked that faculty offer the minimum of courses. The common degree program was approved by Senate in 2011, but has this framework been a part of the discussions and deliberations? How will the PVPAR assure that students will have access to the maximum course offerings not the minimum? The Provost responded that he has never suggested that we offer the minimum of courses, but that it has been difficult to get information from the Arts & Science faculty. How would we even know that we are offering the minimum until this is established? This information is needed in order to guide the decision making.

Senator Renshaw noted that under elections we are seeking members for the Provost and Vice-President, Academic & Research position. As our current Provost is one year away from the end of his term, is this a reappointment or a search committee? The Provost advised that he would not be seeking a second term.

REPORTS of STANDING COMMITTEES and FACULTY or UNIVERSITY COUNCILS

SENATE EXECUTIVE COMMITTEE

MOTION 1: Moved by H. d'Entremont, seconded by G. Brown that Senate receive the Report of the Senate Executive Committee dated March 31, 2016.
CARRIED

PLANNING AND PRIORITIES COMMITTEE

In response to questions raised whether the following programs had been updated to reflect our existing resources, the Provost advised that this issue is thoroughly discussed at each PPC meeting before Stage 2 approval is granted.

Regarding the BBA Finance Stream, the Dean of Applied and Professional Studies clarified that there is only the addition of one course for the Finance stream. He also advised that the IQAP had been followed and information provided.

Senator Walters expressed concerns regarding the Stage 1 Environment Chemistry proposal. He advised that he felt as though the recommendations of the IQAP review that he sat on were being ignored. The Provost advised that vetting will be done prior to approval of the Stage 2 proposal. In support of the program Senator Nosko advised that we have an environmental focus in many of our programs and no new courses or faculty have been requested. For very little cost we have a chance to offer this program. It is important to come up with ideas to attract new students and there is a lot of interest in environmental chemistry. Senator Burke indicated that many courses are internship courses and expressed concerns that with no clear parameters, internships will fill a gap because we don't have the faculty.

A discussion ensued regarding Motion 5 and the reference to the understanding that all references to new faculty be removed from the proposal. When the proposal goes to Quality Council, the reference will be clear that PPC would not recommend the hiring of new faculty. It was made very clear at PPC that the program can be run without the hiring of new faculty. The Dean of Applied and Professional Studies advised that it is an important program and he fully supports it, but more discussion is needed. The Provost indicated that if this is the case then Senate needs to turn down the proposal.

Senator Renshaw asked if new faculty could be added in the future. The anticipated launch is in 2016. She completely supports this program, but suggested that the program be supported and future faculty be considered. Senator Gendron asked if Senate can amend the proposal. The Speaker asked if it was advisable for Senate to overrule PPC. The Provost advised that the idea of a launch in 2016 is premature and according to IQAP policy many approvals are required. Nothing prevents us from hiring faculty in the future based on normal budgetary procedures. He advised that the proposal should be sent back to PPC if it is not supported. The Dean of Applied and Professional Studies asked why we have a Senate proposal with conditions, and can the reference to new faculty be removed from the proposal. The Provost advised that this is the motion as received from PPC. Again the Speaker asked if it was advisable to go against the recommendation of PPC.

MOTION 2: Moved by H. d'Entremont, seconded by G. Brown that the Report of the Planning and Priorities Committee dated February 19, 2016, be received.
CARRIED

MOTION 3: Moved by H. d'Entremont, seconded by A. Armenakyan that Senate grant approval of a Stage 1 BBA Finance Stream as attached.
CARRIED

MOTION 4: Moved by H. d'Entremont, seconded by P. Nosko that Senate grant approval of a Stage 1 Stream in Statistics to be added to our Mathematics Department as attached.
CARRIED

MOTION 5: Moved by H. d'Entremont, seconded by P. Nosko that Senate grant approval of a Stage 1 proposal for Environmental Chemistry as attached.
CARRIED (1 opposed)

MOTION 6: Moved by H. d'Entremont, seconded by S. Renshaw that Senate grant approval of a Stage 2 proposal for a BA Human Rights in State Violence with the understanding that all references to new faculty be removed from the proposal as attached.
CARRIED (5 opposed)

AMENDMENT of BY-LAWS

- **Notice of Motion that Article 6.3 of the Senate bylaws be amended as outlined below:**

Current article reads:

6.3 Order of Business

(a) The order of business observed at all regular meetings of Senate shall normally be as follows:

(i) Approval of the minutes of the previous meeting(s);

(ii) Business arising from the minutes;

(iii) Reading and disposing of communications;

(iv) Question period;

(v) Written reports (which include substantive motions) of standing committees, Faculty or University councils, and ad hoc or other committees, with the order to be determined by the Senate Executive Committee;

(vi) Other business (which includes substantive motions);

- (vii) Amendment of By-Laws;
 - (viii) Elections;
 - (ix) Written or oral reports for information only (which may include a motion to receive) from all sources, including other bodies on which Senate is represented;
 - (x) New business (requiring a motion to consider);
 - (xi) Announcements (President, PVPAR, Deans, Students, and Others); and
 - (xii) Adjournment
- (b) Business items submitted too late to be placed on the Senate agenda must be circulated in hard copy at the meeting for introduction under new business, and shall require the passage of a motion to consider before any further motions may be proposed.
 - (c) The primary purpose of the question period is to provide an opportunity for Senators or others in attendance to raise questions or seek clarification regarding matters which may be of collective interest or concern. Substantive questions for which an adequate response may require research or preparation should normally be submitted to the Senate Secretary in writing at least four (4) days prior to the meeting. Should this not occur, the respondent may elect to answer the question at the next regular Senate meeting.

Revised article reads (changes in bold):

6.3 Order of Business

(a) The order of business observed at all regular meetings of Senate shall normally be as follows:

(i) Approval of the Agenda;

- (ii) Approval of the minutes of the previous meeting(s);
 - (iii) Business arising from the minutes;
 - (iv) Reading and disposing of communications;
 - (v) Question period;
 - (vi) Written reports (which include substantive motions) of standing committees, Faculty or University councils, and ad hoc or other committees, with the order to be determined by the Senate Executive Committee;
 - (vii) Other business (which includes substantive motions);
 - (viii) Amendment of By-Laws;
 - (ix) Elections;
 - (x) Written or oral reports for information only (which may include a motion to receive) from all sources, including other bodies on which Senate is represented;
 - (xi) New business (requiring a motion to consider);
 - (xii) Announcements (President, PVPAR, Deans, Students, and Others); and
 - (xiii) Adjournment
- (b) Business items submitted too late to be placed on the Senate agenda must be circulated in hard copy at the meeting for introduction under new business, and shall require the passage of a motion to consider before any further motions may be proposed.
 - (c) The primary purpose of the question period is to provide an opportunity for Senators or others in attendance to raise questions or seek clarification regarding matters which may be of collective interest or concern. Substantive questions for which an adequate response may require research or preparation should normally be submitted to the Senate Secretary in writing at least four (4) days prior to the meeting. Should this not occur, the respondent may elect to answer the question at the next regular Senate meeting.

• **Notice of Motion that Article 9.6 of the Senate bylaws be amended as outlined below:**

Current article reads:

9.6 Technology & Infrastructure Committee (T&I)

- (a) Ex Officio Members:
 - (i) the Executive Director, Library Services, or designate; and
 - (ii) the Vice-President, Administration (non-voting).
- (b) Members Elected by Faculty Council:
 - (i) the Committee to serve as Chair, and one of whom shall be elected by the Committee to serve as Vice-Chair;
 - (ii) one (1) faculty Senator who is a full-time lab, seminar or service course instructor; and two (2) student representatives from any Faculty.
- (c) Terms of Reference:
 - (i) to engage in on-going review, needs assessment and policy development in all matters related to academic technology and infrastructure (where infrastructure includes both academic physical resources and human resources in academic support areas), and to make recommendations to the Teaching & Learning Committee as necessary and appropriate, for conveyance to Senate;
 - (ii) to provide advice and priority-setting assistance to the VPFA regarding:
 - 1) support for teaching, learning and scholarly research through the application of computing, information and multi-media technologies;
 - 2) the need for, and design of, new or renovated teaching, learning and research space;
 - 3) staffing needs in academic support areas such as technology services, research assistance, lab supervision and secretarial or clerical support; and
 - 4) the allocation of the annual budgets in technology and academic infrastructure areas;
 - (iii) to invite and assess applications for the annual Information Technology in Teaching and Learning Fund, and make recommendations to the PVPAR on the awarding of these funds;
 - (iv) when other supplementary funds become available for the acquisition of additional technology resources, to oversee the process whereby these funds are announced and awarded on a competition basis; and
 - (v) to deal with such other matters as may be assigned from time to time by the Teaching & Learning Committee or by Senate.

Revised article reads (changes in bold and strikethrough):

9.6 Technology & Infrastructure Committee (T&I)

- (d) Ex Officio Members:
 - (iii) the Executive Director, Library Services, or designate; and
 - (iv) the Vice-President, Administration (non-voting).
- (e) Members Elected by Faculty Council:
 - (iii) one (1) faculty Senator or non-Senator from each Faculty, one of whom shall be elected by the Committee to serve as Chair, and one of whom shall be elected by the Committee to serve as Vice-Chair;
 - (iv) one (1) faculty Senator who is a full-time lab, seminar or service course instructor; and
 - (v) two (2) student representatives from any Faculty.
- (f) Terms of Reference:
 - (vi) to engage in on-going review, needs assessment and policy development in all matters related to academic technology and infrastructure (where infrastructure includes both academic physical resources and human resources in academic support areas), and to make recommendations ~~to the Teaching & Learning Committee as necessary and appropriate, for conveyance to Senate;~~
 - (vii) to provide advice and priority-setting assistance to the **VPADMIN** regarding:

- 5) support for teaching, learning and scholarly research through the application of computing, information and multi-media technologies;
- 6) the need for, and design of, new or renovated teaching, learning and research space;
- 7) staffing needs in academic support areas such as technology services, research assistance, lab supervision and secretarial or clerical support; and
- 8) the allocation of the annual budgets in technology and academic infrastructure areas;
- (viii) to invite and assess applications for the annual Information Technology in Teaching and Learning Fund, and make recommendations to the PVPAR on the awarding of these funds;
- (ix) when other supplementary funds become available for the acquisition of additional technology resources, to oversee the process whereby these funds are announced and awarded on a competition basis; and
- (x) to deal with such other matters as may be assigned from time to time ~~by the Teaching & Learning Committee~~ or by Senate.

Rationale: Senate approved a bylaw change to make the Technology & Infrastructure Committee a full committee of Senate instead of a sub-committee of the Teaching & Learning Committee but not all references to the Teaching & Learning Committee were removed from the terms of reference of the new committee. This change clarifies the reporting structure of the new committee.

Notice of Motion that Article 6.6(b) of the Senate bylaws be amended as outlined below:

Current article reads:

- 6.6(b) A non-member of Senate may be recognized and permitted to speak at any open portion of a Senate meeting at the discretion of the Speaker, and shall be permitted to speak either:
- (i) with the prior approval of the Senate Executive Committee; or
 - (ii) by Senate vote on a motion to that effect, which shall not be debatable.

Revised article reads (changes in bold and strikethrough):

- 6.6(b) A non-member of Senate may be recognized and permitted to speak at any open portion of a Senate meeting ~~at the discretion of the Speaker, and shall be permitted to speak either:~~
- (i) with the prior approval of the Senate Executive Committee; or
 - (ii) at the discretion of the Speaker; or**
 - (iii) by Senate vote on a motion to that effect, which shall not be debatable.

Rationale: Clarifies the language.

Notice of Motion that Article 9.5 of the Senate bylaws be modified as outlined below:

Current article reads:

9.5.1 Library Advisory Subcommittee (LIB)

(a) *Ex Officio* Members:

- (i) the Executive Director, Library Services, who shall be Chair.

(b) Members Elected by Faculty Council:

- (i) two (2) faculty Senators or non-Senators from each Faculty, one of whom shall be elected by the Subcommittee to serve as Vice-Chair;
- (ii) one (1) faculty Senator from the regional campuses; and
- (c) One (1) student representative;
- (d) Terms of Reference:

- (i) to engage in on-going review of Library policies, practices and objectives and their role in providing teaching and learning support for faculty and students, and to make recommendations to the Teaching & Learning Committee as necessary and appropriate, for conveyance to Senate;

- (ii) to provide advice and priority-setting assistance to the Executive Director, Library Services regarding:
 - 1) procedures and practices related to the acquisition and maintenance of the Library's collections;
 - 2) the provision of Library support services to faculty and students; and
 - 3) the allocation of the annual Library budget;
- (iii) when supplementary funds become available for the acquisition of additional Library resources, to oversee the process whereby these funds are announced and awarded on a competition basis;
- (iv) to deal with such other matters as may be assigned from time to time by the Teaching & Learning Committee or by Senate;
- (v) to engage in on-going review, needs assessment and policy development in all matters related to continuing education and the development, delivery and review of courses delivered at a distance, and to make recommendations to the Teaching & Learning Committee as necessary and appropriate, for conveyance to Senate; and
- (vi) to encourage best practices in distance education by continuing to assess the appropriateness and effectiveness of various delivery modes;

Revised article to read (changes in bold and strikethrough):

9.5.1 Library Advisory Subcommittee (LIB)

(a) *Ex Officio* Members:

(i) the Executive Director, Library Services, who shall be Chair.

(b) Members Elected by Faculty Council:

(i) two (2) faculty Senators or non-Senators from each Faculty, one of whom shall be elected by the Subcommittee to serve as Vice-Chair;

(ii) one (1) faculty Senator from the regional campuses; and

(c) One (1) student representative **to be appointed by Nipissing University Student Union (NUSU)**.

(d) Terms of Reference:

(i) to engage in on-going review of Library policies, practices and objectives and their role in providing teaching and learning support for faculty and students, and to make recommendations to the Teaching & Learning Committee as necessary and appropriate, for conveyance to Senate;

(ii) to provide advice and priority-setting assistance to the Executive Director, Library Services regarding:

1) procedures and practices related to the acquisition and maintenance of the Library's collections;

2) the provision of Library support services to faculty and students; and

3) the allocation of the annual Library budget;

(iii) when supplementary funds become available for the acquisition of additional Library resources, to oversee the process whereby these funds are announced and awarded on a competition basis;

(iv) to deal with such other matters as may be assigned from time to time by the Teaching & Learning Committee or by Senate;

~~(v) to engage in on-going review, needs assessment and policy development in all matters related to continuing education and the development, delivery and review of courses delivered at a distance, and to make recommendations to the Teaching & Learning Committee as necessary and appropriate, for conveyance to Senate; and~~

~~(vi) to encourage best practices in distance education by continuing to assess the appropriateness and effectiveness of various delivery modes;~~

Rationale: This request comes from the Library Advisory Subcommittee. The original article does not specify how student representative would be selected. Terms of Reference v) and vi) are not, according to the subcommittee, within its purview.

ELECTIONS

- Elect three (3) tenured faculty members, one from each Faculty, (elected by Senate) to serve on the search committee for the Dean of Graduate Studies and Research.

A. James (A & S) - ACCLAIMED

M. Bruner (ED) - ACCLAIMED

D. Davis (APS) – ACCLAIMED

- Elect one additional faculty member from any faculty for the search committee.

D. Hay (ED) – ACCLAIMED

- Elect four (4) tenured faculty members with one from each Faculty (elected by Senate) to serve on the search committee for the Provost and Vice-President, Academic and Research.

The following tenured faculty members were nominated:

Sal Renshaw (A & S)

Steve Hansen (ED)

Todd Horton (ED)

Natalya Brown (A & S and also cross appointed with APS)

David Hemsworth (APS)

Peter Nosko (A & S)

Nathan Kozuskanich (A & S)

Lorraine Frost (ED)

Voting was held and the results will be announced once the non-academic staff and Board of Governors vote has been held.

REPORTS FROM OTHER BODIES

Board of Governors

Marianne Berube was pleased to announce the appointment of Mr. Paul Cook as our new Chancellor. Mr. Cook will begin his four-year term as Chancellor on June 1, 2016.

Report from Senate members participating on university-related committees

Dr. David Tabachnick, one of the Senate representatives on the Special Governance Commission expressed concerns regarding the lack of response from the Board of Governors regarding a request made by Senate some time ago. This matter will be addressed to the Board of Governors for response.

NEW BUSINESS

MOTION 1: Moved by T. Horton, seconded by K. Clausen that Senate directs the Planning and Priorities Committee to provide criteria to be used in decisions to suspend enrollment into programs, the role of academic units, Deans, faculties and Senate in a process to enact suspensions and make recommendations and/or motions to this body by the second May Senate meeting.
CARRIED (1 opposed)

Senator Brown advised that as a member of the Planning and Priorities Committee, he was not sure that this request was in PPC's mandate as some decisions may have economic repercussions. Senator Renshaw suggested that if PPC is not the right purview then Senate could strike an ad hoc committee.

ANNOUNCEMENTS

The President wished to congratulate the recipients of the 2016 Dave Marshall Leadership Awards. Nipissing University is very proud to have helped produce such a wonderful group of leaders.

Congratulations as well to all of our varsity sports teams, especially the Lakers Women's Hockey Team for making it into the second round of play offs.

The President announced that a possible visit by the Governor General, David Johnston, was being discussed. Further information will be forthcoming once details have been confirmed.

The Provost was pleased to advise that a public announcement regarding Canada Research Chair recipients April James, David Zarifa and Kirsten Greer will be available soon. An announcement and presentation is being planned in the near future.

The Provost wished to acknowledge the excellent work of the Tenure and Promotion - University (TPU) Committee. Given the late start, evening meetings were scheduled. The first round of meetings has now finished up and letters are in progress. Candidates with potential negative letters have been advised. A letter of appreciation will be provided to the TPU members for their files.

The Provost advised that information was recently received advising that the University will be receiving an additional \$500,000 of one time funding to cover items on the PWC Report.

The Dean of Applied and Professional Studies wished to congratulate the BComm and BBA students on their recent accomplishments. Just over 60 graduates attended the College Partnership Ceremony on March 4th. Hopefully some of the students will also attend our Convocation Ceremony in June.

Senator Andrews advised that he was excited and proud to be cohosting the Dave Marshall Leadership Awards. The new Student Executive are transitioning in and will be shadowing starting May 1st. The nomination period for Education students has been extended. NUSU is looking forward to bringing in a new perspective to future Senate Meetings.

ADJOURNMENT

Senate was adjourned at 4:40 p.m.

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M. DeGagné (Chair)

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S. Landriault (Senate Recording Secretary)