

NIPISSING UNIVERSITY

MINUTES OF THE ACADEMIC SENATE MEETING

March 12, 2004

2:30 p.m. -- Room A246

MEMBERS PRESENT: D. Mock, R. Bergquist, R. Common, A. Dean, R. Hawkins, D. Lawrence,

B. Nettlefold, L. Stamler, R. Wideman

J. Baffoe, J. Barker, G. Brophey, R. Brozowski, K. Brozowski, T. Chase, A. Clendinning, P. Cook, M. Denike, T. Dokis, D. Geden D. Hemsworth, S. High, L. Janzen, A. Karassev, J. Kovacs, L. Kruk, S. Kulkarni, J. LeClair, B. Lorezkowski, E. Mattson, C. McFarlane, S. Muhlberger, D. Murphy, F. Noël, T. Parkes, L. Patriquin, G. Phillips, G. Pyle, R. Pyper, L. Robinson, M. Saari, C. Sarlo, A. Sparkes, K. Topps, M. Tuncali, V. Valov, A. Weeks, H. Zhu

J. Barnett, D. Berry, W. Blair, R. Bowness, T. Campbell, E. Duncan, D. Franks, L. Frost, T. Horton, P. Joong, M. Kariuki, G. Laronde, J. Long, J. Lundy, G. McEwen, J. McIntosh, Michelann Parr, Mike Parr, O. Ridler, H. Rintoul, J. Scott, H. Vail, S. Van Nuland, K. Waller, R. Weeks

A. Brophey; K. Charron  
W. Abreu, D. McMeekin, R. Molica-Lazzaro  
M. Ostashevski, S. Renshaw, L. Richards, M. Roycroft  
Guests: A. Fera, M. Green, W. Plumstead

ABSENT WITH REGRETS: C. Boterbloem, P. Chow (sabbatical), A. Graff, D. Hackett, D. Jowett (sabbatical), P. Kelly, G. Olsen (sabbatical), G. Williams (sabbatical), D. Walton (sabbatical), J. Price

MEMBERS ABSENT: W. Borody, G. Brown, D. Flynn, D. Hall, J. Knox, U. Kundrats, S. Lawlor, P. Nosko, B. Riome, D. Rowbotham, J. Ryan, B. Schreyer, K. Stange, W. Young

D. Brackenreed, M. Cantilini-Williams, K. Clausen, A. Le Sage, M. McCabe, J. Mroczkowski, K. Noël, B. Olmsted, S. Reid, C. Ricci, C. Richardson, W. Richardson, T. Ryan, C. Shields, G. Swanson

S. Carmichael  
D. Gerecht, N. Dean  
S. Anderson, I. Bajewsky, M. Brewes, L. Campbell, C. Cook, K. Cowcill, K. Grattan-Miscio, R. Hanks, R. Hemmings, S. Hevenor, W. Ingwersen, M. Jackson, T. Jones, S. Kariuki, J. Kooistra, K. Lee, K. Morrison, J. Morton, B. Pentney, M. Quirt, U. Stange, L. St. Louis, T. Waldock

MOTION #1: Moved by S. Van Nuland, seconded by L. Janzen that the minutes of the Academic Senate dated February 13, 2004 be received.  
CARRIED

#### ANNOUNCEMENTS

Dr. Mock addressed Senate stating that he was honoured to have been appointed as Nipissing's fourth President, although he remarked that he considers himself Nipissing University's second President. University is the key word. His wish and intention are to work with the entire Nipissing community, in a cooperative and collegial manner, to be the best university possible. The President noted that there are important and controversial questions and responsibilities associated with being a university. He indicated that he, like all senators, has strong views on many of these issues, but he stressed the importance of addressing these questions together. What kind of university do we really want to be? What will be our defining characteristics? What is our vision in 5, 10, 15 years? What are our academic goals and priorities? What is the appropriate balance between teaching and learning; scholarship and research? These and other issues will be systematically addressed over the next 10 months in our strategic planning process. Dr. Mock stated that he believes Nipissing has a very bright future and he expressed his desire in looking forward to working with everyone to shape and realize that future.

Dr. Mock announced the format and dates for the various Town Hall meetings being scheduled in March as part of the strategic planning exercise. He informed Senate that the Dave Marshall Leadership Awards ceremony will be held on Friday, April 2. The President thanked everyone involved with the excellent organization of International Women's Week. Dr. Mock was pleased to report that the advance registration numbers are very positive. He announced that the March Break Up Close will be held on campus March 15, 17 and 19; (450 potential students and their parents) have registered.

Dr. Mock asked Murray Green to give a presentation on the 2004/2005 budget. The point was stressed that Nipissing University, unlike many universities, has a history of balanced budgets. Effort was made to maintain, as a base, the budget that faculty had last year. It is a conservative budget, but this is considered prudent, given the financial uncertainty of the times. There is some flexibility in the budget and there is still opportunity to make changes. It is still unknown what the level of government support will be. This year, there is a total of \$2 million more in expenses. Each manager was asked to submit an operating budget plus a capital request and supplemental budget items. It is expected that there will be a supplemental budget prepared in early summer. Mr. Green provided an explanation for the various budget lines.

Some questions were raised about the budgetary consultative process at the department level prior to the Senate meeting. Faculty members expressed the desire to have greater consultation occur through the Department Chairs and Deans, to enable the departments to have some direction. It was felt that departmental autonomy was lost, and that there had been a lack of collegiality in the process. The Vice-President indicated that there was a discretionary line within each department which should address the concerns regarding both budget and departmental autonomy.

March 12, 2004

Page 3

Senator Hawkins congratulated Greg Pyle for his successful CFI grant which is a first for Nipissing. and he was hopeful that there would be more good news from NSERC in the upcoming weeks. Senator Hawkins spoke of the external reviews of the three programs in English, Biology and Social Welfare. He thanked the department chairs for the tremendous assistance in getting ready for these reviews. He reinforced the value of having experts on campus to conduct reviews of our programs since it generates many good ideas. Senator Hawkins stated that the university is now entering a heavy hiring season.

The Dean of Arts and Science stated that he had been invited to lead a breakout session on special issues affecting small universities at the May 1<sup>st</sup> meeting of the Canadian Council of Deans of Science.

The Dean of Education announced that the Faculty of Education had received a draft accreditation report, approving accreditation for 5-7 years for the concurrent, consecutive and Aboriginal Teachers Certification Program. Senator Common noted that two reviewers from the OCGS appraisal committee will be on campus during the last week of April. The Faculty of Education will host its graduate student symposium on May 1 at Seneca College. Senator Common will be traveling to the University of Buea in Cameroon, next month. He reported that the Deans of Education continue to struggle over the fact that any acceptable degree from a postsecondary institution will be allowed by the Ontario College of Teachers as a path into the BEd program. The Dean stated that, following consultation with the students, a decision was made to abandon the lease arrangement with IBM and move towards a purchase agreement with Toshiba. Students will pay for the use of the computers through installments and at the end of the program, they will be able to purchase their own computer for a very modest additional payment.

Wilson Abreu thanked all faculty and staff who had participated in the Vagina Monologues; he reported that \$3400 was raised and will be donated to the Amelia Rising Centre.

Senator Denike expressed her gratitude to everyone involved in the very successful events of International Women's Week.

#### QUESTION PERIOD

A question was raised about Senate search committees and a directive which was received by Department Chairs, and intended also for chairs of tenure track Search committees, which asked that steps be taken to ensure that the Vice-President Academic is available to meet with all candidates when they are interviewed and that the Search Committee send to the Vice-President Academic the short-list of candidates, and copies of their applications for review prior to contacting the candidates to come for an interview. It was requested that a rationale be provided for these directives. The Senate Speaker was asked to rule as to whether the directives contravened the Senate-established policy on Faculty Selection Procedures, in particular policy 4.1 which states that "each committee is free to establish its short-listing procedures".

Prof. Hawkins stated his view that as Vice-President Academic, he was authorized by the Board to fulfill his role and therefore make such a request. It was the opinion of several senators that Senate policy on faculty selection procedures supercedes the Board's authority in this area. The Speaker of

Senate stated that he believed the Vice-President's directive is inconsistent with Senate policy and that search committees need not follow it. He further asked that his interpretation regarding this matter be recorded in the minutes and declared that, as Speaker, he must stand by the authority of Senate, and specifically, in this case, the Senate Guidelines on Faculty Selection Procedures.

Distance Education Committee

MOTION #2: Moved by R. Wideman, seconded by B.Nettlefold that the Report of the Distance Education Committee dated March 1, 2004 be received.  
CARRIED

MOTION #3: Moved by R. Wideman, seconded by R. Pyper that Senate now approve offering MATH 1911E – Finite Mathematics; ECON 1006E – Introduction to Economics I; and ADMN 1106E – Introduction to Financial Accounting for distance delivery.  
CARRIED

Admissions, Promotions and Petitions Committee

MOTION #4: Moved by R. Bergquist, seconded by J. Scott that the Report of the Admissions, Promotions and Petitions Committee dated February 4, 2004 be received.  
CARRIED

MOTION #5: Moved by R. Bergquist, seconded by J. Scott that the students listed on Appendix A, who have completed all requirements of their respective degrees, be admitted to their degrees in-course and that diplomas for the degrees be awarded.  
CARRIED

Appointments, Promotions and Tenure Committee

MOTION #6: Moved by M. Tuncali, seconded by S. Muhlberger that the Senate document entitled "Appointments, Promotions and Tenure Guidelines, March 2001, PART B-II 3 and Appendix I" be replaced by the following Criteria for Promotion and Tenure:

(a) Assessment Criteria:

All applications for tenure and promotion will be evaluated on three criteria: teaching, scholarship and service. Part (b) outlines, in detail, the kinds of activities that would be included under the heading of scholarship. Normally, the minimum requirements to apply for promotion are a completed doctorate and three years in rank. The tenure applications are usually determined by the length of the probationary period.

The decision to grant tenure or promotion will be based on the candidate's overall performance in the areas of teaching, scholarship and service since the last change in status or rank.

- (i) For tenure, performance as a teacher and promise as a scholar are the most important criteria.
- (ii) For promotion, the quality and significance of scholarly output is of primary importance. As well, for any promotion, performance as a teacher must be at least "satisfactory."

#### Assistant Professor

The qualifications for promotion to Assistant Professor shall normally be possession of an earned doctorate. According to whether all degree requirements are successfully completed before or after 31 December, such promotion shall become effective the previous 1 July or the following 1 July.

#### Associate Professor

For promotion to Associate, there should be a demonstration of active scholarship in one's discipline. However, notwithstanding the importance of scholarship in assessing promotion applications to Associate Professor, it is the case that outstanding performance in teaching and/or academic service (including service in return for remuneration) can compensate for more moderate volume in the area of scholarship.

#### Full Professor

For promotion to Full Professor, the scholarship should be of significance and of national or international importance. However, notwithstanding the importance of scholarship in assessing promotion applications to Full Professor, it is the case that sustained excellence in teaching and/or academic service (including service in return for remuneration), together with a satisfactory record of scholarly work, shall make a member eligible for promotion to Full Professor.

The qualifications for promotion to the rank of Full Professor must include continuing performance consistent with the rank of Associate Professor and a contribution to academic life significantly above the standard required for promotion to Associate Professor.

#### Assessment of Scholarship:

The following will be considered when a member's research or creative activity or scholarship is being assessed:

- (i) designing, developing, conducting and participating in research or creative activity;

- (ii) applications for and success in attracting funds in support of research or creative activity;
- (iii) dissemination of the results of research or creative activity to peers through means such as
  - a. presentations at scholarly or professional conferences, seminars, workshops, etc.
  - b. publication in conference proceedings;
  - c. publication in refereed journals;
  - d. publication of books, texts, monographs, and book chapters;
  - e. invited lectures at other universities or institutes;
  - f. circulation of working and discussion papers to colleagues in universities, institutes, etc.;
  - g. artistic exhibitions and performances, and readings of literary work;
  - h. publications of literary work and musical compositions;
  - i. regular consultation with established researchers, public policy makers or other authorities, and
  - j. publication of electronic documents and multi-media productions;
- (iv) dissemination of the results of research or creative activity to other audiences through
  - a. presentations at seminars, clinics, workshops;
  - b. government reports and briefs;
  - c. reports to clients;
  - d. published or shared computer software and software documentation;
  - e. artistic exhibitions and performances, and readings of literary work;
  - f. publication of literary works and musical compositions, and
  - g. publication of electronic and multi-media productions.
- (v) work not mentioned above such as annotated bibliographies, concordances, case studies, course/lab manuals, registries, data banks, or contributions to collections of existing knowledge;
- (vi) awards or other recognition for research or creative activity, e.g., research awards, invited membership in scholarly or professional associations; and
- (vii) evaluating the work of other academics and professionals by, for example, serving on grant selection committees, editing journals, reviewing articles for publication, reviewing grant applications, serving as examiners or on juries adjudicating artistic works.

(viii) It is not the intention that the above items must be given equal weight or that other evidence be excluded.

CARRIED

MOTION #7: Moved by M. Tuncali, seconded by S. Muhlberger that the Senate document entitled “Appointments, Promotions and Tenure Guidelines March 2001, PART B-II 4 (a) iii” be replaced by

the candidate furnish a list of five referees in her/his discipline, from outside the University, two of whom will be invited to provide a written evaluation of the candidate’s performance as a scholar (see 2(b)), including an assessment of the candidate’s general standing in her/his discipline, and

***Current version B-II 4 (a) (iii)***

*the candidate furnish a list of **at least three** referees in her/his discipline (**at least five** in the case of an application for promotion to the rank of Professor), from outside the University, who may be contacted for a written evaluation of her/his performance as a **scholar** (see 2(b)), including an assessment of the candidate's general standing in her/his discipline, **and***

CARRIED

MOTION #8: Moved by M. Tuncali, seconded by L. Janzen that the Senate document entitled “Appointments, Promotions and Tenure Guidelines, March 2001, PART B-II 4 (f)” be replaced by

Within ten days of receiving the candidate’s referee list (see B-II 4 (a) iii), the Chair of the Assessment Subcommittee shall contact the individuals named on that list in the order of the candidate’s preference until two of those individuals have agreed to act as referees. If two people cannot be found to act as referees, the Chair will ask the candidate to provide a further list of up to five names and the process will continue until two external referees have been identified.

***Current Version of B-II 4 (f)***

*Upon receiving the list of outside referees furnished by the candidate (see 3(d)), the Chair of the Assessment Subcommittee shall be responsible for writing, within **ten** days of receiving the candidate's documentation, to **all** referees on the list. These letters shall solicit written evaluations of the candidate's performance as a scholar, including an assessment of the candidate's general standing in her/his discipline. To aid each referee in this evaluation, the Chair shall enclose a copy of the candidate's Curriculum Vitae and copies of, or references for, appropriate materials submitted by the candidate in 3(e). (See Appendix 5 for a suggested format for the Chair's letter to outside referees.)*

CARRIED

MOTION #9: Moved by M. Tuncali, seconded by S. Muhlberger that the Senate document entitled “Appointments, Promotions and Tenure Guidelines, March 2001, PART B-II 4 (g)” be replaced by

Within ten days of receiving the candidate’s referee list (see B-II 4 (a) iii), the Subcommittee shall choose one outside referee in addition to the two selected from the list furnished by the candidate. The name of this third referee shall be given to the candidate prior to this external referee being contacted. In the case of tenure, the committee has the discretion to pick the third referee from the names on the candidate’s list.

***Current Version of B-II 4 (g)***

*In the case of an application for **promotion**, the Subcommittee shall choose **at least one** outside referee **in addition to** those furnished by the candidate, and the Chair shall solicit, within **ten** days of receiving the candidate's documentation, a similar written evaluation of the candidate's performance as a scholar from each such additional referee. For **reappointment** applications, the selection of additional referees shall be at the discretion of the Subcommittee. Furthermore:*

*(i) the number of such additional referees shall not exceed the number furnished by the candidate in 3(d), **and***

*(ii) the names of all such additional referees shall be given to the candidate prior to the assessment of her/his application.*

CARRIED

MOTION #10: Moved by M. Tuncali, seconded by R. Bergquist that the Senate document entitled “Appointments, Promotions and Tenure Guidelines, March 2001, PART B-II 4 (h)” be replaced by

Within ten days of the three external referees agreeing to serve, the Chair of the Assessment Subcommittee shall formally write to the referees in order to solicit written evaluations of the candidate’s performance as a scholar, including an assessment of the candidate’s general standing in her/his discipline. To aid each referee in this evaluation, the Chair shall enclose a copy of the candidate’s *Curriculum Vitae* and copies of, or references for, appropriate materials submitted by the candidate in 3 (e). (See Appendix 5 for a suggested format for the Chair’s letter to outside referees.)

***Current Version of B-II 4(h)***

*Three* written evaluations of the candidate's scholarship from referees furnished by the candidate (*five* for applications for promotion to Professor) shall be required before the Subcommittee assessment of the candidate may take place. Furthermore, the Chair shall endeavor to ensure that other available written

*evaluations of scholarship solicited in 3(f) or 3(g) are received in time for consideration by the Subcommittee.*

CARRIED

MOTION #11: Moved by M. Tuncali, seconded by L. Kruk that the Senate document entitled “Appointments, Promotions and Tenure Guidelines, March 2001, PART B-II 4 (i)” be replaced by

In exceptional circumstances, where one or more of the three referees fails to produce an evaluation or where that evaluation(s) prove unsatisfactory, the Assessment Subcommittee may seek a similar number of additional external referees, after giving the name(s) of this/these further referee(s) to the candidate prior to the referee(s) being contacted.

***Current Version of B-II 4 (i)***

*In addition to the referees contacted in 3(f) or 3(g), and at the discretion of the Subcommittee, the Chair may also write to other outside referees suggested by the candidate in 3(e), to ensure as broad a sample of outside information as possible.*

CARRIED

MOTION #12: Moved by M. Tuncali, seconded by R. Bergquist that the Senate document entitled “Appointments, Promotions and Tenure Guidelines, March 2001, PART C-I (13)” be replaced by

The Committee’s decision shall normally be communicated to the candidate by the President at the latest by March 1<sup>st</sup> of the calendar year following the year in which the application was received.

***Current version of Part C-I (13)***

*The Committee’s decision shall be communicated to the candidate by the President.*

CARRIED

REPORTS OF REPRESENTATIVES ON OTHER BODIES

Senator Topps stated that the Board of Governors’ Professional Development Evening had been held on March 4.

Senator Sparkes reported on the recent discussions held at the Council of Ontario Universities. The tuition freeze is in effect and there is still no word from the government regarding funding. COU has launched an advertising campaign targeted at politicians and senior civil servants, with full page ads being placed in newspapers prior to the budget announcement. COU’s response and its five priorities

are noted in this campaign. Senator Sparkes stated that there has been more discussion and negotiation about whether any and all degrees should be considered as acceptable entrance to BEd programs. He stated that the last three papers in a COU working paper series will be posted on the COU website. The paper he co-wrote with Shelagh Towson has now been posted on Nipissing's strategic planning website.

ELECTIONS

MOTION #13: Moved by A. Dean, seconded by M. Tuncali that Senate hold an election to fill the vacancy on the APT Arts & Science Assessment Subcommittee.  
CARRIED

R. Brozowski nominated G. Brown

MOTION #14: Moved by K. Topps, seconded by S. Muhlberger that nominations cease.  
CARRIED

Acclaimed: G. Brown

MOTION #15: Moved by S. Muhlberger, seconded by R. Bergquist that Senate do now adjourn:  
5:30 p.m.  
CARRIED

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D. Mock, President

.....  
J. Lundy, Secretary