

Nipissing University  
Minutes of the Academic Senate Meeting  
February 9, 2018  
2:30 p.m. – Room F210

MEMBERS PRESENT:

M. DeGagné (Chair), A. Vainio-Mattila, J. McAuliffe, M. Tuncali, R. Vanderlee, D. Iafrate, N. Black  
A. Armenakyan, L. Chen, P. Millar, M. Sullivan  
R. Breton, A. Burke, N. Colborne, R. Gendron, A. Hatef, B. Kelly, E. Mattson, G. McCann, T. Parkes, S. Renshaw, K. Srigley, D. Tabachnick, H. Teixeira, T. Vassilev, A. Weeks  
J. Allison, B. Hatt, T. Horton, M. Parr, C. Peltier, C. Ricci, T. Sibbald  
C. Cho  
J. Zimbalatti  
S. Lamorea, S. Dunstall, J. Brunet, A. Higgins

ABSENT WITH REGRETS:

C. Sutton, C. Richardson  
L. Manankil-Rankin  
S. Connor, A. Karassev, L. Kruk, P. Nosko  
C. Hachkowski, W. Richardson, G. Rickwood, G. Sharpe  
N. Allaire  
T. Curry  
S. McArthur  
T. Somerville, K. Walker, C. Tremblay, T. Mein

APPROVAL OF THE AGENDA OF THE SENATE MEETING OF: February 9, 2018

MOTION 1: Moved by L. Chen, seconded by R. Gendron that the agenda of the Senate meeting of February 9, 2018 be approved.  
CARRIED

ADOPTION OF THE MINUTES OF THE SENATE MEETING OF: January 12, 2018

MOTION 2: Moved by R. Gendron, seconded by M. Tuncali that the minutes of the Senate meeting of January 12, 2018 be adopted with amendments.  
CARRIED

## BUSINESS ARISING FROM THE MINUTES

The Associate Registrar - Curriculum & Advising provided the following response to concerns raised at the January 12, 2018 Senate meeting regarding the course template policy:

In response to the concerns raised in the last Senate meeting, regarding the course template 'policy' and how it is not being consistently applied, I would like to state the following:

There is no Senate policy for what must be included when courses are passed by Faculty Council, and USC, prior to Senate approval; however, there are guidelines that faculty should follow when submitting their proposals. It is up to Faculty Council and USC to determine if these proposals are complete. If they are not completed to the satisfaction of these bodies, then they are turned back to the department for further information.

In regard to the actual template, in October 2014, USC sent to Senate a note stating that if new courses did not include a course description (max 75 words) in the present tense and active voice, along with learning outputs/expectations they would be turned back by USC. No mention was made of the statement of need.

It is important to note that I manage a website that has a checklist for those submitting curriculum proposals that tell faculty what they must have. One of the items is "an overview of the proposal including rationale'. The direct link is found here: <http://www.nipissingu.ca/departments/admissions-registrar/curriculum/Pages/Templates.aspx>

In conclusion, if there is any concern about the completeness of a proposal, it is addressed by Senate subcommittees. Furthermore, the guidelines change and are continually updated. If any faculty member notices something that does not make sense, they can bring their concern directly to me, the Associate Registrar, Curriculum & Advising, as I can discuss it with all three faculties to ensure consistency.

It was noted that Motion 9 was moved by M. Tuncali and seconded by A. Vainio-Mattila, not K. Srigley as indicated in the January 12, 2018 Senate Minutes. As well, a revised course description for CRJS 3356 Vulnerable Populations will be forwarded to the Associate Registrar – Curriculum & Advising.

## QUESTION PERIOD

A concern was raised regarding the Senate Agenda and Minutes not being published and circulated four days in advance of the meeting as per Senate By-Laws Article 6.2 (b) which indicates that the regular Senate agenda shall be published on the Senate website, and circulated to all Senators at least four (4) days prior to the regular meeting. It was noted that the Senate Secretary/Administrative Assistant to the Provost has a heavy workload. An inquiry was made as to whether there is a plan to alleviate some of the workload. The Provost advised that a plan is in place to re-assign some duties so that more time can be devoted to Senate.

A question was directed to the Dean of Arts & Science in regards to further information concerning the possibility of 200 international students attending Nipissing University for three weeks this summer. The Dean of Arts & Science advised that preliminary discussions have been held with the Fine Arts Dept. to set up a program that would see students come from different countries, but details have not yet been finalized. A concern was expressed at the lack of clarity as to who will be teaching the program. The Dean advised that further details will be forthcoming as soon as they are available.

A request for information as to why faculty postings are now advertised as tenure-track positions with a rank included, for example, tenure-track at the rank of Assistant Professor. The Provost advised that University Affairs identifies positions including the rank. A request for information will be made to the Human Resources Dept. and reported back at a future Senate meeting.

REPORTS of STANDING COMMITTEES and FACULTY or UNIVERSITY COUNCILSSENATE EXECUTIVE COMMITTEE

MOTION 3: Moved by M. DeGagné, seconded by A. Weeks that the Report of the Senate Executive Committee dated February 1, 2018 be received.  
CARRIED

ACADEMIC QUALITY ASSURANCE AND PLANNING COMMITTEE

MOTION 4: Moved by A. Vainio-Mattila, seconded by K. Srigley that the Report of the Academic Quality Assurance and Planning Committee dated January 26, 2018, be received.  
CARRIED

AMENDMENT OF BY-LAWS

MOTION 5: Moved by D. Tabachnick, seconded by J. McAuliffe that Senate approve that Article 10.3.2 Graduate Standing & Petitions Subcommittee be added to the Senate By-Laws as outlined below:

## 10.3.2 Graduate Standing &amp; Petitions Subcommittee

- (a) Ex Officio Members:
  - (i) the Registrar, (non-voting), who shall be chair; and
  - (ii) the Dean, or designate, ~~of each Faculty~~ **of Graduate Studies and Research.**
- (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

CARRIED

MOTION 6: Moved by D. Tabachnick, seconded by G. McCann that Senate approve that Article 9.1 Senate Executive Committee be amended as outlined below:

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.

The amendment of the Terms of Reference of the Senate Executive Committee, Article 9.1(c)(vii), and the capacity of the Senate Executive to act on behalf of Senate under certain conditions was discussed. Changes to the Terms of Reference were made due to concerns expressed that graduates were approved by the Senate Executive. The Registrar informed that the approval of graduates was a matter of urgency that impacted students. It was advised that a mechanism currently exists that a special meeting of Senate may be called with three days of notice. A suggestion was made that the membership of the Senate Executive be changed to parallel the academic faculty membership of Senate. The Provost stringently objected advising that she as well as other members of the Senate Executive are active academic faculty members, and that raising the number of committee members does not assist the operation of the committee.

TABLED – For further discussion at a By-Laws and Elections Subcommittee Meeting

ELECTIONS

- Elect one representative from each faculty to serve on the Chancellor's Teaching Award Selection Committee  
**Denyse Lafrance Horning – ACCLAIMED**  
**David Tabachnick – ACCLAIMED**  
**Doug Gosse – ACCLAIMED**
- Elect one representative from each faculty to serve on the CASBU Teaching Award Selection Committee  
**Denyse Lafrance Horning – ACCLAIMED**  
**David Tabachnick – ACCLAIMED**  
**Doug Gosse – ACCLAIMED**

REPORTS FROM OTHER BODIES

The President advised that at the February COU Executive Heads meeting, Mitzie Hunter was welcomed as the Minister of Advanced Education and Skills Development replacing Deb Matthews. COU looks forward to working in partnership with Minister Hunter. International student tuition predictability and enrolment, challenges universities face in the delivery of mental health support services, tuition fees and executive compensation caps were some of the issues discussed. He provided an update on Advancement and advised that raising funds for the institution has taken on a much stronger role. Events recently attended included, the Alumni Advisory Board Retreat, Student Awards and Donor Social and the Alumni and Friends Social event at Ryerson University. These events, as well as the Alumni E-Newsletter all help to build a more sustained communication with our Alumni. The President responded to a question regarding when the executive compensation would be posted and made public. He advised that the government has approved eight comparatives that will be posted publically with comments shared. Once this process is complete, a new executive compensation level will be set. The province as well as the Board of Governors would have to approve any changes.

Senator Sibbald requested that the Alumni E-Newsletter also be e-mailed to faculty members.

The following reports were provided as electronic copies and will be included as attachments in the Senate Minutes:

- Provost's Report
- NUSU Update
- Indigenization Steering Committee Update

NEW BUSINESS

- MOTION 7: Moved by D. Iafrate, seconded by M. Tuncali that Senate consider receipt of the Report on Graduation Applicants dated February 7, 2018.  
 CARRIED
- MOTION 8: Moved by D. Iafrate, seconded by S. Lamorea that Senate receive the Report on Graduation Applicants dated February 7, 2018.  
 CARRIED
- MOTION 9: Moved by D. Iafrate, seconded by S. Lamorea that Senate grant approval to graduate the students listed in the Report on Graduation Applicants dated February 7, 2018.  
 CARRIED

It was advised that faculty can currently be nominated for the Chancellor’s Award for Excellence in Teaching as well as the Chancellor’s Award for Excellence in Research. To recognize faculty service the creation of a Chancellor’s Award for Excellence in Service was put forward. The Provost advised that the creation of a faculty award for service was discussed at the December By-Laws and Elections Subcommittee meeting and is currently being researched.

MOTION 10: Moved by P. Millar, seconded by G. McCann that a Chancellor’s Award for Excellence in Service be established for faculty.  
CARRIED

ANNOUNCEMENTS

Senator McCann requested that a Notice of Motion be included in the March 9, 2018 Senate Agenda regarding the creation of a policy governing faculty/student relationships. She advised that a watershed moment is being experienced in the culture right now and it is her hope that Nipissing University will be proactive in participating in this change. Further information will be sent out by e-mail. A suggestion was made to establish an Ad Hoc Committee including HR and student representation.

Senator Chen advised of the Sexual Violence Prevention conversations including a safe workplace and harassment issues and asked if Senate might wish to become involved.

Senator Renshaw advised that Transforming Justice is the focus of International Women’s Week at NU, March 2-9. The Gender Equality and Social Justice department has teamed with the office of Student Development and Services and the Aids Committee of North Bay and Area to offer events at the university and in the community. On March 7, Senator Kim Pate will give the keynote address. She asked that faculty encourage students to attend.

The Provost reminded that NU Conversations 2: Teaching & Learning will take place on March 8 & 9.

ADJOURNMENT

Senate was adjourned at 4:00 p.m.

*Original signed by:*

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M. DeGagné (Chair)

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S. Landriault (Senate Secretary)