



SENATE MEETING

Tuesday, February 4, 2014 4:00 pm LB322

MINUTES

PRESENT: Tammy Towill (Vice-Chair), Carol Aitken, Brittany Barnes, Jean Bennett, Don Bentley, Chris Bottrill, Brent Calvert, Leighan Crowe, Julia Denholm, Graham Fane, Darin Feist, Rick Gale, Brandon Hofmarks, Violet Jessen, Reini Klein, Nanci Lucas, Grace Makarewicz, Karen McCredie, Kim McLeod, Paul McMillan, Jennifer Moore, Natahsha Prakash, Joanne Quirk, Emma Russell, Sandra Seekins, Sharka Stuyt, Secretary: Mary Jukich

REGRETS: Kris Bulcroft, Stephen Atkins, Devon Gregory, Cherry Itty, David Kirk, Brent Leigh, Clay Little, Peter Ufford, Daniel Yasinski

GUESTS: Cathy Coyne, Pat Hodson, Rajiv Jhangiani, Craig Simmons, Jane Still, Bill Thumm

In the absence of Kris Bulcroft, the meeting was called to order by Tammy Towill, Vice-Chair, at 4:00 p.m.

1. APPROVAL OF AGENDA

Item #10b – Additional Senate Meeting was added to the agenda.

*Graham Fane moved and Natahsha Prakash seconded that:
The amended agenda by approved.*

CARRIED

2. MINUTES

*Grace Makarewicz moved and Jean Bennett seconded that:
The minutes of the January 14, 2014 meeting be approved.*

CARRIED

3. CHAIR AND VICE-CHAIR'S REPORTS

Chair's Report

No report was provided.

Vice-Chair's Report

Guests were introduced and welcomed to the meeting.

Natahsha Prakash has agreed to serve as student representative on the Senate Budget Advisory Committee in place of Brandon Hofmarks.

Education Council information is now archived, and users should access the main University website for all Senate information.



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February 6th is National Sweater Day and everyone was encouraged to participate in this event.

Sharka Stuyt assumed voting rights as Daniel Yasinski was absent from the meeting.

4. APPROVAL IN PRINCIPLE

(a) 3D Animation for Film and Games Diploma
Presented by: Craig Simmons

The 3D Animation for Film and Games Diploma is a 2-year 3D animation diploma that will better serve the students and increase program appeal to a broader market.

Jennifer Moore moved and Natahsha Prakash seconded that:

14/07 The 3D Animation for Film and Games Diploma be given approval in principle. **CARRIED**

(b) Community Leadership and Social Change Diploma
Presented by: Kathy Coyne and Pat Hodson

The Community Leadership and Social Change Diploma is a 2-year diploma that will prepare students for leadership roles in promoting place-based social change. The program responds to increased awareness of the importance of neighbourhoods and the growing demand for knowledge and skills in place-based service delivery in the non-profit and government sectors.

Jean Bennett moved and Kim McLeod seconded that:

14/08 The Community Leadership and Social Change Diploma be given approval in principle. **CARRIED**

5. CALL FOR NOMINATIONS

Presented by: Karen McCredie

The Registrar presented the spring 2014 election timeline for student representatives on Senate and the Board. The timeline will be posted on the website.



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6. FACULTY TERMS OF REFERENCE – BUSINESS AND PROFESSIONAL STUDIES

Presented by: Graham Fane

Clarification was provided that the chair of the Academic Planning Committee will be elected by faculty from within faculty.

7. CURRICULUM COMMITTEE

Presented by: Jean Bennett

(a) Resolutions

Jean presented the resolutions brought forward from the January 17, 2014 Senate Curriculum Committee meeting.

Jean Bennett moved and Jennifer Moore seconded that:

14/09 SCC resolution 14/01 be endorsed by Senate.

CARRIED

Jean Bennett moved and Karen McCredie seconded that:

14/10 SCC resolutions, 14/02, 14/03 and 14/04, be endorsed by Senate.

CARRIED

Some Curriculum Committee member terms will expire as of August 15th, and areas should be notified to determine new representatives or renewal of memberships.

Members were encouraged to remind areas of the calendar deadline that any changes to courses and programs to be implemented in the 2014/2015 year need to be submitted by the March Curriculum Committee meeting for approval at the April Senate meeting.

The February Curriculum Committee agenda will now be sent out electronically.

The ad hoc committee reviewing Q-courses will be convening, and a notice will be sent out for courses requesting Q status. The ad hoc committee will also review a process on how to indicate when Q-status is requested.

As a result of changes to the department, Continuing Education is now Continuing Studies and Executive Education. Continuing Studies will focus on general interest courses responding to community needs, and Executive Education will respond to needs of particular industries or partners.



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A request was presented to undertake a review, and determine, a process for designation of science courses, and this will be explored.

8. INSTRUCTIONAL TECHNOLOGIES ADVISORY COMMITTEE

Presented by: Rajiv Jhangiani

The Committee continues with discussions at a strategic level with regard to the best uses of instructional technologies. The Committee anticipates having a preliminary report with recommendations to Senate by June.

9. BY-LAW, POLICY AND PROCEDURE COMMITTEE

Presented by: Nanci Lucas

(a) S2009-04 Process for Exceptional Approval of Curriculum Policy
 (formerly Faster Track Approval Process Policy)

Senate was requested to approve revisions to S2009-04 Process for Exceptional Approval of Curriculum Policy (formerly Faster Track Approval Process Policy). Revisions consisted of minor word changes and changing the title to more clearly define the policy.

Nanci Lucas moved and Jean Bennett seconded that:

14/11 The revisions to S2009-04 Process for Exceptional Approval of Curriculum Policy (formerly Faster Track Approval Process Policy) be approved by Senate.

CARRIED

10. BUDGET ADVISORY COMMITTEE

Presented by: Nanci Lucas

The Committee will meet weekly from February to May 2014.

At a prior Committee meeting, feedback was provided to the Executive with regard to the 5% budget reduction initiatives document. It was noted that the document was generated by the Executive and not by the Committee.

At the January 28th Committee meeting, a timeline, from February until the budget is presented to the Board in May, was produced. As a result of a prior request from the Registrar's office, the regular Senate meeting for May was previously scheduled for May 13th, the same date as the Board meeting. Members felt that the Senate and Board meetings both on May 13th would not allow for adequate feedback and recommendation on the budget from Senate to the Board.



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The Committee proposed to Senate that a Special Meeting of Senate be scheduled on May 6th to only review and consider the budget, and to provide a timely recommendation to the Board.

Nanci Lucas moved and Brandon Hofmarks seconded:

CARRIED

14/12 To call a special purpose Senate meeting on May 6th from 4:00 - 5:30 p.m. to discuss only the budget.

Senate will be given notice at the March meeting that budget documents will be distributed prior to the April Senate meeting.

The budget timeline is as follows:

- Feb 21 Deadline for response to the 5% reduction initiatives
- Feb 28 SBAC all-day review and planning session
- Mar 13 11:30 – 1:00 – Campus Forum – Multipurpose Room
- Apr 1 Proposed balanced budget distributed to Senate for information
- Apr 7 12:00 – 1:30 – Campus Forum – LB322
- Apr 10 11:30 – 1:00 – Campus Forum – LB322
- May 6 Special Senate Meeting to review the budget and determine if it wishes to provide a recommendation to the Board for its May 13th meeting.
- May 13 Regular Senate Meeting / Board Meeting

11. ACADEMIC PLANNING & PROGRAM ASSESSMENT COMMITTEE

Presented by: Paul McMillan

Senate was informed Dianne Ashbourne will serve as a new staff representative on the Committee.

The Committee is developing a culture of assessment within the University, and work continues on determining a process for assessment reports. All programs and departments are required to produce their reports, and a list is being compiled of those areas that have not yet completed their reports.



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It was noted that, as a requirement of the NWCCU, the University is required to report by August 2015 that it has completed the cycle of assessments.

A formal request from the Budget Advisory Committee was received requesting information on key performance measures of the various academic areas in the University; any themes/priorities/rationales that stem from the collected academic plan information; and any other information that may be relevant to the budget. The request will be considered and a response provided at the Committee's next meeting.

12. **ACADEMIC PLAN**

Presented by: Rick Gale

Senate was informed that the academic plan advisory committee will now meet weekly. Work continues on drafting the academic plan, and forums will be scheduled shortly. It is anticipated that a first draft of the plan will be completed by the third week in February.

INFORMATION ITEMS:

Item #1 – Senate Sub-Committee Overview

Nominating Committee – Vice-Chair
Self-Evaluation Committee

On behalf of the Nominating Committee – Vice-Chair and Self-Evaluation committee, Reini Klein and Grace Makarewicz respectively, provided a brief summary on the structure and mandate of the two Committees.

Senate was reminded that the deadline for nominations for honorary degrees and faculty emeritus is February 7th, and everyone was encouraged to submit nominations.

Acknowledgement was presented to everyone involved in on-going work with the collective agreement.

There being no further business and on motion duly made, the meeting was adjourned at 5:00 p.m.

Next Meeting: Tuesday, March 4, 2014
