

Item: Senate Minutes, November 2008
Call Number: Senate fonds, UA-5

Additional Notes:

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DALHOUSIE UNIVERSITY

APPROVED MINUTES OF SENATE MEETING

Senate met in regular session on Monday, November 24, 2008, at 4:00 p.m., in University Hall, Macdonald Building.

Present with Lloyd Fraser in the chair were: Adshade, Barker, Barkhouse, Boran, Butler, Camfield, Campbell, Canning, Cochrane, Couban, Crago, Croll, El-Hawary, Gantar, Gassmann, Geldenhuys, Harman, Haslam, Jean Hughes, Jon Hughes, Karabanow, Kroeker, Larkin, MacLaren, McLarney, Moukdad, Nowakowski, Pegg, Persaud, Rutherford, Ryan, Sadek, Saunders, Schellinck, Shaver, Shepherd, Shukla, Thornhill, Traves, Tremblay, Ugursal, Watters, Wheeler.

Regrets: Binkley, Cox, Farina, Johnston, Leonard, Macy, McClure, McConnell, Milson, Robinson, Singleton, Snow, Thomas, Tindall.

Absent: Coffin, Cook, El-Masry, Fanning, Frank, Fraser, K., Garduno, Helland, Leon, Maes, Plug, Ross, Scherkoske, Scrimger, Smith, Webster.

Guests: M. Bliemel, C. Blouin, P. Bodorik, M. Braithwaite, S. Brousseau, G. Curri, R. Fullerton, J. MacDonald, B. Neuman, D. Pedlar, A. Power, B. Richard

The Chair called the meeting to order and then welcomed Mr. Helmuth Thomas, Department of Oceanography, Faculty of Science, as a new Senator.

2008:91

Adoption of Agenda

The agenda was **ADOPTED** as circulated.

2008:92

Draft Minutes of September 22, 2008 Meeting of Senate

- a) Approval
The minutes of the September 22, 2008 meeting were approved, as circulated.
- b) Matters Arising
There were no matters arising.

2008:93

Draft Minutes of October 27, 2008 Meeting of Senate

- a) Approval
The minutes of the October 27, 2008 meeting were approved, as circulated.
- b) Matters Arising

The Chair reported that he had consulted with Ken Burt, Vice-President, Finance and Administration concerning the recommendation by the Senate Computing and Information Technology Planning Committee that wireless service be made available across campus. Plans for campus-wide wireless service have been prepared but await funding. The estimated costs are \$2 million for installation and \$200,000 annually for operations.

As follow-up to a question raised at the last meeting, the Chair indicated that in presenting nominations for various positions to Senate, he would routinely call for further nominations from the floor unless the nature of the particular appointment required a different process.

The Chair reported that he had consulted with the University Legal Counsel concerning the question which had been raised about the need to keep academic appeal decisions confidential following Senate ratification. He indicated that the confidentiality of student information was the primary concern, from both an ethical and a legal perspective. In many cases, even though the name of a student might not be revealed, other details in an

appeal decision might allow the student concerned to be identified. Thus, the normal policy is to keep the appeal decision confidential, both before and after Senate ratification. There were some cases, however, where there might be important lessons to be learned from an appeal that would be lost if there was no sharing of information. In such cases, if it can be determined in consultation with the Legal Counsel that information can be shared in a way that still ensures that the student's identity is protected, measures may be taken to share information from an academic appeal decision.

The Chair reported that he understood that the Faculty of Engineering was well advanced in the process of developing new appeals procedures and expected these to be adopted early in 2009.

The Chair noted that a question arose at the last meeting concerning the number of undergraduate programs which had no Major. He had consulted with Judy Douglas, Associate Registrar, who reported that several programs can be completed without a Major: the Bachelor of Computer Science, Bachelor of Commerce, and Bachelor of Management are such programs. In addition, 15-credit degrees in Arts and in Science can be completed with an Area of Concentration. Several professional degrees (e.g. Bachelor of Environmental Design Studies, Bachelor of Science in Nursing) do not have a Major as such but the nature of the program indicates a clear area of professional focus.

2008:94

In Camera: Senate Academic Appeals Committee

The Chair requested Senate's permission for Dorothy Pedlar, the new Manager, Discipline and Appeals, to remain during the Senate academic appeal ratification. Senate was in agreement and then went into an in camera session. All non-senators were then asked to leave the meeting. When the Senate meeting resumed in open session, the Chair reported that the Senate Academic Appeal Panel's decision dated November 3, 2008 had been ratified.

2008:95

Chair's Report

The Chair reported that Janet Marie Flemming, a student in the School of Nursing, passed away on November 14, 2008. Ms. Hughes, a faculty member in the School, paid tribute to Ms. Flemming. The Chair, on behalf of Senate, extended condolences to Ms. Flemming's family.

Ms. Hughes also noted that student loans can create a serious financial burden for the families of deceased students and wondered if the university could pursue this issue with the appropriate government officials. The Chair indicated that he would refer the financial issues raised by Ms. Hughes to the Senate Steering Committee.

The Chair reported that Michael Baird, a faculty member in the School of Business Administration, passed away November 17, 2008. Mr. Wheeler, Dean of the Faculty of Management, paid tribute to Dr. Baird, noting that he had been a member of the Faculty for more than six years and would be remembered for his dedication to students and his genuine enthusiasm for the development of the Faculty's programs.

The Chair called on Ms. Crago, Vice-President, Research, who reported that each year a Strategic Research Plan must be submitted with the application to the Canadian Foundation for Innovation (CFI). For this year's submission, the Strategic Research Plan previously approved by Senate had been updated slightly to reflect a few changes since the last Plan had been submitted. There were no changes in substance; the amended Research Plan has been filed with Senate for its records.

The Maritime Provinces Higher Education Commission has approved the various undergraduate programs in Environment, Sustainability, and Society—offered through the College of Sustainability in partnership with the Faculties of Arts and Social Sciences, Science, Architecture and Planning, and Management. The 2006 – 2007 Annual Report of the Neuroscience Institute has been received. The November 2008 Senate Forum was a tremendous success; a more detailed report will be provided at the next meeting of Senate.

2008:96

Question Period

There were no questions.

a) Modified Program Proposal – Bachelor of Informatics

The Chair welcomed Michael Shepherd, Dean, Faculty of Computer Sciences; Peter Bodorik, Associate Dean, Faculty of Computer Sciences; and Christian Blouin, Director of Informatics to present the modified program proposal for the Bachelor of Informatics. Mr. Blouin explained that the program offered students a core of information technology classes, combined with an application area; currently these were wrapped into a major program. Those involved in offering the Bachelor of Informatics program had observed that many students wished to focus on an application area that did not fall within the majors that had been designed. Such students frequently transferred to other programs since the Bachelor of Informatics did not provide the flexibility to allow them to pursue their primary interests. The proposed modification to the program would allow students—within specified guidelines and under the supervision of faculty—to develop a non-major program tailored to their particular interests.

On behalf of SAPBC, Mr. Fraser **MOVED:**

THAT the Senate approve the modified program proposal for the Bachelor of Informatics in the Faculty of Computer Science.

The motion **CARRIED.**

b) Modified Program Modification – Bachelor of Social Work

The Chair welcomed William Webster, Dean, Faculty of Health Professions; Brenda Richard, Associate Director; and Judy MacDonald, Undergraduate Coordinator and Co-Chair of the BSW Review Committee, to the meeting to present the modified program proposal for the Bachelor of Social Work. Ms. MacDonald briefly described the program and reviewed the proposed changes. The review of the BSW program had involved extensive consultation with students, professionals in the field, and other stakeholders. The proposed changes both strengthened the program and increased its efficiency, providing better coordination between the campus and distance programs.

On behalf of SAPBC, Mr. Fraser **MOVED:**

THAT the Senate approve the modified program proposal for the Bachelor of Social Work in the Faculty of Health Professions.

The motion **CARRIED.**

c) Proposal to suspend enrolment and phase-out the MBA/MHA Program

The Chair welcomed David Wheeler, Dean, Faculty of Management; William Webster, Dean, Faculty of Health Professions; Rick Fullerton, Faculty of Management; and Michael Bliemel, Associate Director, Master of Business Administration program to the meeting to present the proposal to suspend enrolment and then phase out the combined Master of Business Administration/Master of Health Administration (MBA/MHA) program. Mr. Wheeler explained that the MBA/MHA was a relatively small program for both Faculties. It no longer fit well with the new corporate residency MBA so both Faculties were in agreement that it was now appropriate to phase out the joint program.

On behalf of SAPBC, Mr. Fraser **MOVED:**

THAT the Senate approve the immediate suspension of admission to the joint Master of Business Administration and Master of Health Administration program. The program will continue to be delivered to any current students until all students have graduated, or the time allowed for program completion has elapsed, or all students have left the program. At that time, the program will be terminated.

Mr. Fraser clarified that the Master of Health Administration had previously been named the Master of Health Services Administration. A name change had recently been approved for the program. Some of the background documentation predated the name change, so both names appear within the documentation.

The motion **CARRIED**.

- d) Proposal to suspend enrolment and then terminate four MBA programs: 10 month, part-time, 16 month, MBA (ITEC)

The Chair once again welcomed David Wheeler, Dean, Faculty of Management; Rick Fullerton, Faculty of Management; and Michael Bliemel, Associate Director, Master of Business Administration program to present the proposal to suspend enrolment and then terminate four Master of Business Administration programs: the 10-month, part-time, 16-month, and MBA (ITEC). Mr. Bliemel explained that there have not been students enrolled in the 16-month or MBA (ITEC) programs for several years; it was proposed that students no longer be admitted to the 10-month or the part-time program.

On behalf of SAPBC, Mr. Fraser **MOVED**:

THAT the Senate approve the immediate suspension of admission to the 16-month Master of Business Administration program. The program will continue to be delivered to any current students until all students have graduated, or the time allowed for program completion has elapsed, or all students have left the program. At that time, the program will be terminated.

The motion **CARRIED**.

On behalf of SAPBC, Mr. Fraser **MOVED**:

THAT the Senate approve the immediate suspension of admission to the Master of Business Administration (ITEC) program. The program will continue to be delivered to any current students until all students have graduated, or the time allowed for program completion has elapsed, or all students have left the program. At that time, the program will be terminated.

The motion **CARRIED**.

On behalf of SAPBC, Mr. Fraser **MOVED**:

THAT the Senate approve the immediate suspension of admission to the 10-month Master of Business Administration program. The program will continue to be delivered to any current students until all students have graduated, or the time allowed for program completion has elapsed, or all students have left the program. At that time, the program will be terminated.

The motion **CARRIED**.

On behalf of SAPBC, Mr. Fraser **MOVED**:

THAT the Senate approve the immediate suspension of admission to the part-time Master of Business Administration program. The program will continue to be delivered to any current students until all students have graduated, or the time allowed for program completion has elapsed, or all students have left the program. At that time, the program will be terminated.

The motion **CARRIED**.

2008:98

Academic Integrity Officer Ratifications

Laurette Geldenhuys presented the November 14, 2008 Academic Integrity Officer agreed penalties.

Ms. Geldenhuys **MOVED**, seconded by Ms. Harman:

THAT the Academic Integrity Officer agreed penalties, as listed in the Secretary of Senate's November 14, 2008 memo, be ratified.

The motion **CARRIED**.

a) Faculty Discipline Process

Laurette Geldenhuys, Secretary of Senate, presented the 2007–2008 Annual Report for the Faculty Discipline Process. Ms. Geldenhuys reported that, overall, the first year of implementation of the Faculty Discipline Process has been highly successful. Nevertheless, a Work Group is being established to identify aspects of the Faculty Discipline Process that are working well, and aspects that are not working as well, and to suggest improvements for the latter. The membership for the Working Group is: Laurette Geldenhuys, Secretary of Senate; Gudrun Curri, Chair, Senate Discipline Committee; Karen Crombie, University Legal Counsel; Anita Unruh, Academic Integrity Officer, Faculty of Health Professions; Robert Guy, Academic Integrity Officer, Faculty of Science; Courtney Larkin, President, Dalhousie Student Union; Dorothy Pedlar, Manager, Discipline and Appeals; and Andrea Power, University Secretariat-Senate, Administrative Support.

b) Senate Discipline Committee (SDC)

The Chair welcomed Gudrun Curri, Chair, Senate Discipline Committee (SDC), to present the Committee's 2007–2008 Annual Report. Ms. Curri explained that the SDC process has worked well, with a significantly reduced number of cases being heard by SDC during the 2007–2008 year, because of the implementation of the Faculty Discipline Process. When the general meeting for the SDC was held in October 2008, all outstanding cases had been dealt with, which was very reassuring. In 2007–2008, there were 31 cases reported and heard; however, there were also 27 cases heard from the previous year. She noted that overall the numbers of academic offences brought either to the AIOs or to the SDC in 2007–2008 did not decline. One concern the SDC had articulated related to the notion of "horizontal equity" with the new distributed process. Overall, while there will be differences in terms of cultures in the different faculties, there is nevertheless a need for a consistent understanding of what is meant by academic integrity and how it is dealt with.

c) Code of Student Conduct

The Chair welcomed Bonnie Neuman, Vice-President, Student Services and Marc Braithwaite, Executive Director, Student Wellness to the meeting to present the 2007–2008 Annual Report for the Code of Student Conduct. Mr. Braithwaite explained that, from February 2007 to June 2008, there were 17 Code of Student Conduct complaints received involving 18 students. These included complaints against persons; complaints involving false information and identification; complaints of unauthorized use of University facilities, equipment, or services; and one complaint related to theft of property. All but four of these complaints were resolved either informally, or through existing administrative processes designed to manage such complaints as they occur, and the remaining four complaints moved through to the SDC. Ms. Harman inquired what the "Other" category referred to and if the behaviour of a student in a classroom which has a negative impact on the learning of other student learning would fall under that "Other" category? Mr. Braithwaite pointed out that it could fall there, but there are also some "grey areas" where it could fall within the AIO's jurisdiction.

Mr. Fraser noted that in addition to the cases that formally are dealt with under the Code of Student Conduct, there are many additional cases that are dealt with by Student Services that may not be reflected in the statistics because they may not be technically a violation of the Code, but nonetheless, a case where Student Services is intervening to try to be of assistance. If there is a student problem, regardless of whether it involves a violation of the Code of Student Conduct, the Student Wellness office may be helpful. In most situations, issues are resolved informally—to the benefit of the student and the university.

Mr. El-Hawary asked about Mr. Braithwaite's title. Mr. Braithwaite said that his portfolio includes areas from athletics and recreation (where the personal fitness and wellness programming at Dalhousie is stressed), through to Dalhousie Health Services, and Counselling & Psychological Services where they work with students on a wide range of issues. In addition, the peer health promotion office works directly with students to promote health and wellness in mind, body, and spirit. The wellness programs and services are intended to work in an integrated fashion to connect with students where the need is the greatest.

d) Office of the Ombudsperson

The Chair once again welcomed Bonnie Neuman, Vice-President, Student Services to present the 2007–2008 Annual Report from the Office of the Ombudsperson. Ms. Neuman explained that two students serve as the Ombudsperson and Assistant Ombudsperson; this is a case where our student employees deliver very profound and helpful student services to the student population. While the mandate of the Ombudsperson includes issues raised by faculty and staff as well as students, in practice, assistance is rarely sought by non-students. The Office of the

Ombudsperson maintains an active website and responds to many issues via email. The Office maintains office hours, but their case load has been significantly reduced in the last couple of years. The report suggests that the decline in requests may be related to the office location. There are plans to relocate the service to the Student Union Building, though implementation has been delayed by a year. The drop in the number of cases may also be at least partly attributable to the strengthening of a service culture across the university. In the same time period, the tracking of discipline cases and issues in residence revealed a dramatic decrease in problems in residence relating to vandalism and similar issues. This is a very positive sign about our student culture. In the past year, with the introduction of a new Faculty Discipline Process, there was a bit of a learning curve for the Ombudspersons in terms of advising, and they did note in the report two of issues where they thought it would be helpful to pass along that information to the University:

1. The aspects of the Discipline Procedures should be clarified by the appropriate body and communicated to AIOs and instructors, University administrators; and
2. Other members of the University interacting with students (including AIOs) should be made aware of the situations in which students have a right to be accompanied by another person and should ensure that students are aware of this right in those situations. In addition, and especially where a meeting will determine rights or result in sanctions, the nature of the meeting and the substance of what will be addressed in the meeting should be communicated to the student.

The two recommendations from the 2007 - 2008 Office of the Ombudsperson Annual Report will be referred to the Senate Steering Committee.

2008:100

President's Report

Mr. Traves thanked members of Senate for their comments at the recent Senate Forum on Academic and Research priorities in the University. He received a written report about the discussions as well as oral comments from colleagues, which he feels will be helpful in terms of the future direction of the University.

The Budget Advisory Committee is in the process of developing the budget for the next academic year and it is the expectation of the committee that it will be in a position to circulate a first report at the end of the calendar year and then subsequently to return after receiving comments and allowing issues under consideration to mature and evolve. They will ultimately then come back with a proposed budget for the University for the coming year. Again, that will be circulated and comments will be invited. In addition, this year an issue under review beyond the normal setting of budget priorities is to review the process whereby the University distributes enrolment-related budget allocations.

2008:101

Other Business

There was no other business.

2008:102

Adjournment

The meeting adjourned at 6:00 p.m.