

Item: Senate Minutes, January 2010  
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, January 25, 2010 at 4:00 p.m., in University Hall, Macdonald Building.

Present with Lloyd A. Fraser in the chair were the following: Barker, Barkhouse, Bennett, Blake, Boran, Camfield, Campbell, Canning, Cochrane, Cox, Crago, Croll, Cunningham, El-Hawary, El-Masry, Evans, Frank, Gantar, Garduno, Gilbert, Harman, Hughes, Hymers, Karabanow, LeForte, Macy, Maes, Marrie, MacLennan, McClure, McLarney, Mitchell, Moore, Pegg, Pelot, Pinder, Robinson, Ross, Ryan, Shaver, Shukla, Simms, Sorge-English, Webster, Zimmerman.

Regrets: Adshade, Ciabattoni, Couban, Fanning, Gassmann, Ibrahim, Kroeker, MacLaren, Rutherford, Saunders, Shepherd, Thomas, Thornhill, Traves, Watters.

Sabbatical: McConnell, Milson, Singleton.

Absent: Farina, Lee, Leon, Mechoulan, Sadek, Smith, Thorburn.

Mr. Fraser welcomed Senators back from the holiday break, and, in particular, welcomed two new Senators, Ms. Peggy Cunningham, Acting Dean, Faculty of Management, and Mr. Sean Barrett, Faculty of Science. He also thanked Ms. Heather Schellinck, Faculty of Science, for her service to Senate as she has concluded her term.

**2010:001**

Adoption of Agenda

The agenda was **ADOPTED** as circulated.

**2010:002**

Draft November 23, 2009 Senate Meeting Minutes

The November 23, 2009 minutes were **APPROVED**.

**2010:003**

Chair's Report

Dr. Fraser reported that the Maritime Provinces Higher Education Commission has approved the Master of Science in Pharmaceutical Sciences Program. He then briefly highlighted a number of initiatives currently in progress that are expected to come forward to Senate later in the term:

Senate Governance: New Committee Structure - Phase 2 of this project is currently underway through the ad hoc Governance Committee. Consultation on the ad hoc committee's proposals is expected to begin in the next month or two, with recommendations likely to come forward to Senate later in the spring.

Revised Senate Appeals Terms of Reference - A draft revision of the Terms of Reference for academic and

discipline appeals processes has been prepared. Consultation is currently taking place. It is expected that the draft revised Terms of Reference will be presented to Senate in the spring of 2010.

Senate Reviews - The Senate Academic Priorities and Budget Committee (SAPBC) has received and reviewed reports from four recent Senate Review processes. SAPBC is also examining the Terms of Reference for Senate Reviews and proposed changes are expected to come to Senate in due course.

Academic Program Approval Process - Recommendations from the report of the Work Group on Program Approval Process are currently being implemented.

Student Ratings of Instruction - In response to a longstanding student request, the Senate Committee on Learning and Teaching (SCOLT) and the Senate Committee on Academic Administration (SCAA) currently are developing a proposal for a policy on student ratings of instruction. It is expected that the proposed policy will come to Senate for consideration later in the term.

University Strategic Planning - The President is expected to come forward with a draft document in the next few weeks and there will be an opportunity for Senators to consider the role that Senate can play in moving forward on the priorities identified.

#### **2010:004**

##### Senate Committee on Academic Administration

Mr. Fraser welcomed Mr. Shaver, Vice-President, Academic & Provost, to discuss a number of issues for approval brought forward by the Senate Committee on Academic Administration.

##### Academic Schedule Principles

Mr. Shaver spoke to the amendments to the Academic Schedule Principles, highlighting specifically the proposed study day for the fall term, in or around the Remembrance Day holiday.

On behalf of the Senate Committee on Academic Administration, Mr. Shaver **MOVED**:

**THAT** Senate approve the revised Academic Schedule Principles (Appendix A) as recommended by the Senate Committee on Academic Administration.

The motion **CARRIED**.

##### 2010-2011 Academic Schedule

On behalf of the Senate Committee on Academic Administration, Mr. Shaver **MOVED**:

**THAT** Senate approve the Proposed Schedule of Academic Dates for the 2010-2011 Fall/Winter terms (Appendix B).

The motion **CARRIED**.

## Admission Changes for the College of Pharmacy

Mr. Fraser welcomed Ms. Rita Caldwell, Director of the College of Pharmacy, who highlighted the four recommended changes to the admissions for the College of Pharmacy. The recommendations are:

### Recommendation #1

#### **CURRENT CALENDAR ENTRY:**

##### **Bachelor of Science (Pharmacy)**

Applicants to the BSc Pharmacy program must fulfill the requirements of a first year BSc at Dalhousie University as outlined in the Degree Requirements section of this calendar. **Equivalent subjects from other universities will be given equal status for purposes of determining admission.** Courses required for admission are the following Dalhousie courses:

- \* CHEM 1011.03/1012.03 **or** CHEM 1021.03/1022.03
- \* BIOL 1010.03/1011.03 **or** BIOL 1020.03/1021.03
- \* MATH 1000.03 **or** 1215.03
- \* STAT 1060.03 **or** 2060.03
- \* ENGL 1000X/Y.06 **or** any 2 of ENGL 1010.03, 1020.03, 1040.03 or 1100.03
- \* ***One full year of a Social Sciences (one full credit or 2 half credits in a single subject)***

#### **PROPOSED CHANGES**

- One full credit or 2 half credits in any Social Science courses.
- Minimum grade of 70% in each prerequisite course
- Applicants must present at least one year of study in which they successfully completed five full credits of study (30 credit hours), completing at least five classes in each of the fall and winter terms.

### Recommendation #2

#### **CURRENT CALENDAR ENTRY:**

##### ***1.b Academic Performance***

Applicants are chosen for evaluation of non-academic criteria based on an initial screening of academic performance. ***Academic performance is calculated on all prerequisites and the most recent year of university or high school.*** In the case of academic credits currently in progress, the initial screening will be based on Fall-term grades. The final assessment of academic performance is based on the applicants' grades and accounts for 60% of the applicants' overall total score. Applicants should note that admission is on a competitive basis so that the ability to obtain consistently better than average grades would be an asset for the applicant. An academic record containing failures or poor grades makes the prospect admission very unlikely.

#### **PROPOSED CHANGES**

- Academic performance is calculated on cumulative GPA.

### Recommendation #3

#### **CURRENT CALENDAR ENTRY:**

##### ***Special Cases***

***In exceptional circumstances, special consideration may be given by the Admissions Committee to applicants who do not meet all admission requirements.***

#### **PROPOSED CHANGES**

- In exceptional circumstances, special consideration may be given to applicants who do not meet all admission requirements. These decisions are at the discretion of the Admission Committee and are not subject to appeal.

Recommendation #4

#### ***Affirmative Action***

The College of Pharmacy has an Affirmative Action Policy for residents of the three Maritime provinces who belong to the ***indigenous Black*** and Aboriginal populations...

#### **PROPOSED CHANGES**

- The College of Pharmacy has an Affirmative Action Policy for residents of the three Maritime provinces who belong to the ***African Canadian*** and Aboriginal populations...

On behalf of the Senate Committee on Academic Administration, Mr. Shaver **MOVED:**

**THAT** the Senate approve the four recommended admission changes for the College of Pharmacy.

The motion **CARRIED.**

#### **2010:005**

##### Senate Nominating Committee Nominations

Mr. Fraser, on behalf of the Senate Nominating Committee, presented the nominations as outlined in the two memos from Mr. John Hubert, Chair of the Senate Nominating Committee, dated January 6, 2010 and January 25, 2010.

On behalf of the Senate Nominating Committee, Mr. Fraser **MOVED:**

**THAT** Mr. Gary Kynoch, Faculty of Arts & Social Sciences; Mr. Pak Yuet, Faculty of Engineering; Mr. Grant Wanzel, Faculty of Architecture & Planning, be appointed to the University Tenure and Promotions Panel for the term January 2010 – June 2012.

**THAT** Mr. Alan Pinder, Faculty of Science and Mr. David Hoskin, Faculty of Medicine, be appointed to the Senate Discipline Committee for the term January 2010 – June 2013.

**THAT** Mr. Roger Croll, Faculty of Medicine, be appointed to the Senate Steering Committee for the term January 2010 – June 2012.

**THAT** Mr. Luis Quiterio, Faculty of Dentistry, be appointed to the Senate Computing & Information Technology Planning Committee for the term January 2010 - June 2013.

After the requisite three calls for further nominations and hearing none, the candidates were declared elected to their respective committees.

#### **2010:006**

##### Senate Steering Committee: Nomination to Senate Nominating Committee

On behalf of the Senate Steering Committee, Mr. Fraser **MOVED:**

**THAT** Ms. Joan Evans, Faculty of Medicine, be appointed to serve on the Senate Nominating Committee for the term January 2010 to August 2012.

After the requisite three calls for further nominations and hearing none, Ms. Evans was declared elected to the Senate Nominating Committee.

**2010:007**

Senate Academic Appeals Committee: Annual Report 2008-2009

Mr. Fraser welcomed Ms. Katherine Harman, Chair of the Senate Academic Appeals Committee (SAAC) to present the 2008-2009 SAAC Annual Report.

Ms. Harman discussed that the SAAC is responsible for hearing appeals from students on both academic and disciplinary issues. The Senate Discipline Appeals Board (SDAB), which is also comprised of members of the SAAC, in collaboration with the SAAC has recently changed the way they record the appeals that have been heard. Ms. Harman referenced page two of the Annual Report that:

“Historically, the numbers identified in Annual Reports of the SAAC have included both those appeals that were received subsequent to July 1 (the beginning of the reporting period) and were pending a hearing as of June 30 (the end of the reporting period), and those appeals that proceeded to a hearing between July 1 and June 30 of the reporting period. On occasion, this has resulted in one appeal of a student having been identified in more than one reporting period”.

In order to remedy this duplication of cases, the SAAC has developed a new means of recording appeals heard. Ms. Harman noted that there were 2 academic appeal hearings during this reporting period, both of which were carried forward from the 2007-2008 academic year, and there were no new discipline appeals brought forward this reporting year.

In moving forward, the SAAC is reviewing their terms of reference. This is something that has been on the agenda to complete for a number of years, and this task was finally undertaken this year and hopefully will soon be brought to the Senate for review. Ms. Harman discussed the proposed structural changes to the SAAC, first by suggesting the integrating of the terms of reference of the SDAB with the SAAC. This would mean that there would be one united appeals body. Membership of the SAAC is currently comprised of 12 members: 3 are required to be from the Faculty of Law; one student member from the Dalhousie Student Union; and there are no members from the Faculty of Graduate Studies (FGS). The proposed changes are that there be 11 members where only one member is from the Faculty of Law, an additional student member, and that there be a member from the FGS. There is also interest in increasing the number of members on hearing panels from 3 to 5 members, with a student representative on each panel. One further change proposed is that the SAAC no longer have appeals ratified by the Senate.

During the discussion of the SAAC Annual Report, the following points were noted:

- The SAAC appeal decisions are the final level of appeal available within the University institution. This Committee hears appeals once all other faculty level appeal options have been exhausted. Students are still able to seek external judicial review.
- Appeals from the SAAC are currently heard by a 3 person panel and there is interest in increasing this

to 5 people; would this cause coordination, scheduling or availability problems if the SAAC is going to be reduced to only 11 members? This is one of the motivations of reducing the number of Faculty of Law members, as well as adding an extra student. Furthermore, the workload of the Committee is not too burdensome.

- There is interest in having the information and language of the SAAC be easily translatable and accessible, at all levels including the Senate as well as the Faculty level. This is something that will be addressed within the terms of reference proposed changes that will come up for approval to the Senate.

#### **2010:008**

##### Report on Ratifications under the Faculty Discipline Process

Mr. Fraser mentioned that since last spring a new ratification process has been implemented after the review of the terms of reference that was conducted. Mr. Fraser then welcomed Mr. Carl Canning, Vice-Chair, Academic Administration, to discuss the Report in more detail. Mr. Canning noted that this is the Quarterly Report for the Academic Integrity Office (AIO), covering the time period of September 23, 2009 – December 22, 2009. During this time, 7 ratification meetings were held, and in general they try and schedule a meeting every 14 days, to allow all necessary academic issues to be heard and dealt with in a timely manner. There were 21 offenses claimed during this time, and all were ratified by the Vice-Chair and student representative. There were 38 penalties assigned, varying in degrees of severity from Academic Integrity statements to a grade reduction on the assignment, and some offenders were assigned more than one penalty per offense.

#### **2010:009**

##### BAC XLI Report: Context for Development of the 2010-11 University Operating Budget

Mr. Fraser welcomed Mr. Shaver, Chair of the Budget Advisory Committee (BAC) to discuss the BAC XLI Report: Context for Development of the 2010-11 University Operating Budget. Mr. Shaver discussed that this Report is presented as a different type of document than what is usually presented. Rather, it is a context document which seeks to raise awareness of the issues facing the University in developing the 2010-2011 budget, including the current uncertainty of the present financial situation.

The good news is that we have had a balanced budget and there is a modest surplus. Further, the government has honoured the 2009-2010 Memorandum of Understanding (MOU), and will be honouring the 2010-2011 MOU on March 31 by means of a cash transfer to all Universities. The current MOU is a very good one for Dalhousie as it froze tuition, financed the University for the increased operating costs, and recognized the shift in the share of students across the province allowing the appropriate distribution of individual finances to Nova Scotia institutions. This MOU also gave flexibility to the Universities to distribute finances strategically.

There are some areas that are uncertain in the budget though: Government Funding/ Tuition Fees; Enrolment Stability; Demographics, economic climate, internal attrition rates; Impact of Investment Market Collapse / Low short term interest rates; Pension plan funding; Mandatory Retirement; and Strategic Investment.

Further, there is great concern over what will happen when the MOU expires in 2011, and at a time when the government will be facing difficulties in balancing the provincial budget. If for 2011-2012 the education budget remains the same as the previous year, this will equate to a 5% budget cut, and if the education

budget returns to the 2009-2010 amount, this will be a 10% cut. This is a real possibility given that cuts have been seen across the country.

Pensions are also presenting budgetary challenges. Dalhousie has made a request for relief from solvency testing for a period of 3 years. At this time, it will be required to conduct a solvency test on June 2010 and this will need to be filed by June 30, 2011.

Enrolment is another budgetary concern, but with an increase in enrolment for this year, this is a bit of good news. However, a decrease in enrolment would negatively affect the budget if this were to occur.

Overall, Dalhousie would be in a great budgetary position if only one of the financial constraints (e.g., government education cuts; pension funding; or enrolment decrease) occurred. However, if all three challenges happened simultaneously, then this would present a seriously problematic situation financially. Over the next few months, the BAC will be looking at the 2011-2012 budget as much as they will be looking ahead to just next year, thus the next BAC report will look at planning for two years instead of just one. There appears to be two choices on planning forward, one is to not make any preparations regarding budget cuts and just see what happens; the other seems to be to plan that there will be budget cuts and to look at moving forward with some strategic initiatives such as increasing student services.

During the discussion of the BAC XLI Report, the following points were noted:

- Emphasis on enrolment and retention may be an area to concentrate our efforts, with input from current students. In order to compete with other Universities advertising, Dalhousie has placed a greater investment in enrolment and recruitment, in order to build interest and capacity, which thus far has been working. There is positive feedback about the more aggressive marketing strategies currently taking place (i.e. advertising in the newspaper, at the movies, etc.). Results from surveys conducted with applicants to the University show a strong reinforcement for the quality and interest in the media advertising.
- Mandatory retirement is no longer in effect, which makes it difficult to plan for retirements in the budget because the number of retirements is unknown. As well, given the collective agreements regarding annual salary increases, this also places some strain on finances with individuals staying on longer.
- A recent media report announced that the NS Provincial Government will be conducting a review of Universities headed up by an Economist, and there is concern over how this may affect the MOU. There is further uncertainty of how this report might affect Dalhousie budget planning.
- Universities have traditionally been seen as a cost; however, they should be viewed as investments and income generators. Statistics show that international students will spend three dollars for every one-dollar invested in them. The message that investing in education because it is an economic builder is starting to get across.
- During a recent student led weekend leadership conference held by the Dalhousie Student Union, the issue of enriching the student experience was a focus. Student feedback was that they are interested in have experiential learning, creating networks between themselves and faculties, greater community engagement, and the potential for a co-curricular transcript. These suggestions need to be considered when planning the budget.
- An ad hoc task force is being developed to investigate what grabs the attention of 18 -24 year old international students in order to ensure their needs are met, as well as to increase enrolment and retention rates among international students.



- There are on-going talks with a company to set up an International Student College at Dalhousie, similar to those that presently exist at Simon Fraser University and the University of Manitoba. The goal of these Colleges is to prepare international students for Canadian Universities. Increasing international student enrolment must coincide with increasing international student services available, such as ESL and housing resources. The command of the English language is extremely important within Dalhousie, and Dalhousie needs to take responsibility for the students who are admitted and are struggling with meeting language standards. Language training could be included as a cost of tuition for international students.
- Follow up is needed with our students, at Dalhousie and provincially, to confirm if we are educating for export. There are some early results that there is an increase in students coming to NS and wanting to stay here, thus the government needs to work on ensuring there is work for those who desire to stay. This must be acknowledged as an economic opportunity.

**2010:010**

Question Period

Mr. Fraser reminded Senators that there are vacancies within the Senate Academic Priorities and Budget Committee (SAPBC) and that interested individuals should get involved especially given the discussion today regarding enrolment, retention, marketing etc. as these are issues that the SAPBC are in part responsible.

In response to a question on the changes to the governance of Senate, Mr. Fraser noted that three committees have been named to address the questions of governance: 1. Strategic Planning and Governance; 2. Academic Programs & Research; and 3. Student Integrity and Appeals Committee. Mr. Fraser suggested that by the end of February the bulk of the Governance Committee work will be complete, allowing feedback to occur during March. The Initial projection is that the recommendations will be ready for Senate by April or May. There will be a draft terms of reference for the Senate to approve, and then through the Legal Counsel's office an official Senate Constitution drawn up for Senate approval in the Fall 2010.

**2010:011**

Other Business

There was no other business.

**2010:012**

Adjournment

The meeting adjourned at 5:30pm.

## Appendix A

### ACADEMIC SCHEDULE PRINCIPLES

#### Fall-Winter Terms

- In the Fall Term, classes begin on the Thursday after Labour Day (other Metro institutions also begin classes mid week).
- In the Winter Term, classes begin the second day after New Year's Day except if this would fall on a Thursday or Friday, in which case classes begin the following Monday. If New Year's Day falls on a weekend and the University is closed on the following Monday, the University reopens on Tuesday and classes resume on Wednesday.
- There should be 61 to 63 teaching days in each term, not counting holidays (Thanksgiving, Remembrance Day, Munro Day and Good Friday, if applicable) and Study Breaks. Classes should not be scheduled on Saturdays or Sundays.
- There should be a one-day break between the end of classes in the Winter Term and the start of the formal examination period, three days when the break coincides with the Easter weekend.
- No exams or classes should be scheduled on Good Friday, Easter Saturday or Easter Sunday. Otherwise, exams will be scheduled full days Monday through Thursday and Saturday, Friday until 5 p.m., and Sunday after 12 noon.
- In the Fall term, a one-day Study Break will be scheduled near Remembrance Day. The day shall be scheduled to ensure an equal distribution of teaching days. In the Winter Term, Study Break should normally be scheduled in the eighth week, subject to adjustment to conform with other Metro institutions. The Faculty of Medicine Winter Study Break is scheduled in mid-March. When possible it should coincide with the local public school break.

#### Spring & Summer Terms

- The Summer Term – Coop Program is approximately thirteen weeks (including Victoria Day and Canada Day) and begins on the first Monday in May.
- The Spring Term is approximately seven weeks long (including Victoria Day). The start date takes into consideration the end of examinations in the Winter Term and the provision of a break between the end of Spring classes and the beginning of Summer classes.
- The Summer Term is approximately seven weeks long (including Halifax-Dartmouth Natal Day) and normally begins the day after Canada Day unless Canada Day is celebrated later in the week than Wednesday.

## Appendix B

### Schedule of Academic Dates - Fall/ Winter - 2010/11

<b>Classes Begin - Fall</b>	Sept. 9
<b>Study Day</b>	Nov. 12
<b>Classes End - Fall</b>	Dec.7
<b>Teaching Days - Fall</b>	61
<b>Break before exams</b>	1
<b>Christmas Exams Begin</b>	Dec. 9
<b>Christmas Exams End</b>	Dec. 20
<b>Classes Begin - Winter</b>	Jan. 5
<b>Munro Day</b>	Feb. 4
<b>Study Break*</b>	Feb. 21
<b>Classes End</b>	Apr. 8
<b>Teaching Days - Winter</b>	62
<b>Break before exams</b>	2
<b>Final Exams Begin</b>	Apr. 11
<b>Final Exams End</b>	Apr. 27
<b>Good Friday</b>	Apr. 22

\*For the 2010/11 academic year, the study break for the Faculty of Medicine, MD years 1 and 2 will be the week of March 14-18, 2011