

Item: Senate Minutes, December 2002
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, December 9, 2002, at 4:00 p.m. in the University Hall, MacDonald Building.

Present with Mr. El-Hawary in the chair were the following:

Breckenridge, Caldwell, Caley, Cochrane, Coffin, Cunningham, Earl, Emodi, Finley, Fraser, Galarneau, Guy, Hamilton, Huebert, Jalilvand, Kwak, B. MacDonald, MacInnis, Macrae, Maes, McGrath, McIntyre, McNiven, Meagher-Stewart, A. Mitchell, D. Mitchell, Moore, Neumann, Neves, Pelzer, Rheault, Rowe, Russell, Schroeder, Scott, Scully, Sommerfeld, Starnes, Stroink, Stuttard, Watters.

Regrets: Binkley, Campbell, Coughlan, Jost, Keast, Lahey, Rajora, Traves, Ugursal, Workman.

Mr. El-Hawary opened the meeting by welcoming the new student senator, Adam Mitchell, who was appointed by the Dalhousie Student Union to replace student Rob McGregor who resigned his position on Senate.

2002:122.

Adoption of Agenda

The agenda was ADOPTED as circulated.

2002:123.

Draft Minutes of Previous Meeting

i) Approval

The minutes of the meeting of November 25, 2002 were ADOPTED as circulated.

ii) Matters Arising

Mr. Scully stated that as he had been absent from the Senate meeting of November 25, 2002, and unable to participate in the debate regarding the proposal for the Bachelor of Community Design program, he had listened to the taped proceedings of that meeting. He pointed out that a continuing challenge for the University was to address how to build new, strong, interdisciplinary programs that overlap existing Faculty jurisdictions. He commented that a track-record had been established at the graduate level for reasonably strong cooperation among Faculties. He reiterated comments he had made at the Senate Academic Priorities and Budget Committee (SAPBC) meeting regarding opportunity, lost in the development of the Bachelor of

Community Design program, for the Faculty of Architecture and Planning (FAP) to seriously engage in planning discussions with other Faculties, particularly the Faculty of Arts and Social Sciences (FASS). From comments made at the November 25 Senate meeting, he discerned an obligation on the part of SAPBC and the President's Office to ensure that where such opportunities arise, insofar as the SAPBC and the central Offices of the University can manage it, to address the process whereby discussions of the issues, such as interdisciplinary concerns, are maximized and differences resolved before the matter comes to Senate for decision.

Mr. Stuttard inquired if the Chair had followed up on the differences as expressed at that Senate meeting in the discussion between FASS and FAP. Mr. El-Hawary responded that on the previous Monday, he had met with the Deans of FASS and FAP and had explored the issues that had arisen at SAPBC and Senate in relation to the proposal. He stated that the Dean of FAP had extended an invitation to the Dean and Associate Dean of FASS to meet to further discuss various specific strategies for cooperation and collaboration in the program. Mr. Schroeder commented that Dr. Grant had contacted him to arrange a meeting early in January along with Ms. Binkley and Mr. Emodi. Mr. Emodi stated that FAP would continue to improve the Bachelor of Community Design program in cooperation with FASS. He also noted that from the perspective of FAP, he believed that the issues raised by Mr. Scully had in fact been addressed in the program approval process. Mr. Scully responded that the opportunities to which he had referred were related to sitting down with colleagues not just to answer questions, but to ask if there were things that could be done together that would strengthen the program. Mr. Emodi reiterated that both he and Ms. Grant had in fact had several meetings with other Faculties with the intention of cooperating as Mr. Scully had suggested, and if it didn't happen, he could provide no further explanations.

2002:124.

Chair's Remarks

Mr. El-Hawary noted that copies of a memo prepared by the Vice-President Academic and Provost, dated December 9, 2002, regarding Recruitment of Faculty Members and Librarians, were available at the door.

The SAPBC has proposed that the next meeting of Senate, on January 13, 2003, be devoted entirely to a discussion of the two recent Budget Advisory Committee Reports, BAC XXIV and XXV, and related issues. For that meeting, the SAPBC has suggested that members follow a different format than usual, breaking into smaller groups for part of the meeting time (e.g. for one-half hour), in order to provide greater opportunity for all to participate in the discussions of the significant issues which were raised in those reports. More information on the format would be forthcoming in advance of the meeting. Mr. El-Hawary invited members to send any suggestions to the Senate Officers.

2002:125.

Question Period

There were no questions raised.

2002:126.

Nominations from the Senate Nominating Committee

On behalf of the Senate Nominating Committee, Mr. El-Hawary moved:

THAT Reg Urbanowski (Health Professions/Occupational Therapy) and Vittorio Frigerio (FASS/ French) be elected to serve on the Senate Physical Planning Committee, each for the term December 2002 to June 30, 2004.

After the requisite three calls for further nominations, the motion was CARRIED.

2002:127.

Senate Committee on Academic Administration (SCAA):

i) Proposal for Treatment of Grades on Letters of Permission

Mr. Scully, SCAA Chair, introduced the proposal for Treatment of Grades on Letter of Permission. He commented that the recommendations being brought before Senate were the result of serious discussions by SCAA over a number of meetings, as well extensive discussions with Faculties. He noted that in the final decision, SCAA was divided. The central points to be considered were the degree of reform as set out in the memorandum of the pre-circulated December 3, 2003, memo and whether or not to treat grades submitted on Letters of Permission (LOP) for classes taken at domestic universities the same way as those outside of Canada. Mr. Scully indicated that one issue not raised in the memorandum as it had not been raised at SCAA, but that was relevant to the discussion was that no where at Dalhousie at the point of admission were grade values assigned to those credits earned at other institutions. He stated that there was an onus on those who want to preserve assigning grade values to credits earned through Letters of Permission to question why we would practice one form of the policy in one area and not in another. He also pointed out that in paragraph 4 of the memorandum, that Dalhousie has been at variance with the majority of other Canadian universities in how Letters of Permission credits are handled. Finally, he pointed out that in the final paragraph on page 3 of the memorandum, Faculties need to review the use of Letters of Permission in relation to the scheduling of classes to enable accessibility in late afternoons and evenings, times which currently were attractive to students who seek Letters of Permission for courses so scheduled at local metro universities.

On behalf of SCAA, Mr. Scully moved:

"THAT the Senate Policy for Treatment of Grades Taken on Letter of Permission be revised to read: Classes taken at another institution on a Letter of Permission (including study on approved exchange programs and study abroad programs) in which passing grades have been achieved will be granted credit but will be neutral in the GPA calculation. A "Tr" will be recorded on the transcript. Classes in which the grade earned is a failure will be recorded as such on the transcript of record and will be considered zero in GPA calculations. In situations where the host institution does not use letter grades, the Registrar's Office will determine if credit is to be granted or if a failure is to be recorded. Courses taken as part of approved joint programs (such as Film Studies, IDS [International Development Studies], Linguistics, and Women's Studies will have the grades earned recorded".

Mr. McGrath referred to a document circulated via e-mail from the DSU Representatives, dated

December 7, 2002, regarding treatment of grades for classes taken on Letters of Permission.

Mr. McGrath moved an amendment, seconded by Ms. Macrae:

"THAT the following be inserted at the beginning of the motion: 'The grade earned in a class taken at another institution in Canada on a Letter of Permission be recorded and the appropriate Dalhousie grade points be assigned. For institutions that do not use letter grades, the Registrar's Office translates the grade into a Dalhousie grade and assigns the corresponding grade points'; and after "Letter of Permission" on the first line, to add '- International', and insert the words 'outside of Canada' after institution on the second line."

Mr. Kwak indicated that he was not in favor of the amendment, and asked if the "Recommendations" included on page 3 were to be included as well, specifically that "Students may petition the Registrar to have the credits from classes taken on Letters of Permission translated". Mr. El-Hawary ruled that the "Recommendations" listed on page 3 were irrelevant to the amendment being discussed. Mr. Schroeder indicated that he would not support the amendment. He pointed out that in relation to arguments presented in the DSU document, FASS was singled out in that document regarding its ability to supplement limited course offerings at Dalhousie, and also referred to institutional inadequacies as related to BAC XXV, which may suggest that Dalhousie has ceased to be a comprehensive university. He commented that about one-third of Letters of Permission are from FASS, indicating the difficulty in offering specialty classes, yet the more students take classes at other institutions, the more difficult it is to mount these classes at Dalhousie. Mr. D. Mitchell clarified that, regarding BAC XXV, offering everything at Dalhousie may not be realistic, and this motion gave students flexibility and was in their best interests.

Ms. Russell commented that the Law School did not award grades on Letters of Permission and did not intend to do so. Mr. McNiven commented that about one-third of Letters of Permission are for summer school courses which are no longer offered at Dalhousie; that in relation to better grades with Letters of Permission, he doubted that it would be a drawing card, and if so, it would be more for undergraduate than graduate students; and the oddity of the Letter of Permission form, which required finding an equivalent course at Dalhousie which would be similar to the course to be taken on a Letter of Permission, when perhaps a Letter of Permission should be permitted when an equivalent course is not available at Dalhousie. He wondered how many students from outside Dalhousie may be taking courses at Dalhousie on Letters of Permission from their home institutions. Mr. Scully pointed out that the majority of courses taken on Letters of Permission in the past year were in the winter term.

Mr. McGrath described the history of the current practice which was a result of changes made in 1990. He reported that students taking courses on Letters of Permission were very satisfied with the current practice, and those taking courses internationally, would prefer the change to transfer credit. He stated that the change being proposed in the recommendation from SCAA was unfair and inequitable to students taking courses on Letters of Permission at domestic universities.

Mr. Stuttard asked if students taking courses on Letters of Permission had to pay for transcripts from that university. Ms. Dennison clarified that the students would not have to pay to have the

transcript sent to Dalhousie, although to have it sent to other places, a fee may or may not be incurred.

Ms. McIntyre commented that there were too many “blunt tools” in the motion and in the amendment, and worried about the discrete difference between domestic versus international criteria. She indicated that she welcomed students having opportunities to be able to augment their programs of study elsewhere. Mr. Finley commented that in some research-based consortia, it is helpful for students to take courses at the different universities involved in such a collaboration, and it would be disadvantageous if those students were not to receive letter grades for that work. Mr. Cunningham asked if on the Banner system, he would be able to obtain the letter grade for a course taken on a Letter of Permission. Ms. Dennison responded that the grade received for that course would be available on the Banner system. Mr. Scully clarified that in the SCAA proposal, the actual grade received would be available but the grade recorded would indicate transfer credit. Ms. Macrae asked about how grades for Letters of Permission impact on accreditation processes in the Faculty of Engineering. Mr. Caley responded that during those processes, student files are reviewed and if there were many Letters of Permission or instances where no marks were showing on the transcript, then there might be concerns.

Mr. McGrath commented that, as the DSU motion comes from all students, the majority of students would be very disappointed if the amendment were not to pass.

Mr. El-Hawary put the question to adopt the proposed amendment. The amendment was **CARRIED**, with a vote of 20 in favor and 17 against (vote recorded at request of the assembly).

An amendment to the amended motion was moved by Mr. McNiven, seconded by Mr. McGrath:

THAT the phrase “in consultation with the faculty advisor” be inserted in the amended motion in the second to last sentence of the amended motion, after ‘Registrar’s Office’.

Mr. Kwak opposed the amendment, indicating that it would lead to negotiation over marks, rather than a standard system. Mr. El-Hawary disagreed. Mr. Stuttard stated that he expected it would be a general consultation versus a case-by-case situation. Ms. Dennison stated that currently fifteen scales were followed, and the intent was to ask Faculties to review those scales to determine if they were to the Faculties’ satisfaction.

Mr. El-Hawary called the question to adopt the proposed amendment to the amended motion. The proposed amendment to the amended motion was **CARRIED**.

Ms. McIntyre pointed out that the last sentence in the amended motion should be deleted as it was no longer necessary. It was **agreed** to delete the sentence as it was no longer relevant to the amended motion.

Mr. Stuttard **MOVED**:

THAT the question to adopt the amended motion be called.

Mr. El-Hawary put the question to adopt the amended motion. The amended motion:

"THAT the Policy for Treatment of Grades Taken on Letters of Permission be revised to read:

Recording results of classes taken on Letter of Permission –Domestic

The grade earned in a class taken at another institution in Canada on a Letter of Permission be recorded and the appropriate Dalhousie grade point be assigned. For institutions that do not use letter grades, the Registrar's Office translates the grade into a Dalhousie grade and assigns the corresponding grade point.

Recording results of classes taken on Letter of Permission –International

Classes taken at another institution outside of Canada on Letters of Permission (including study on approved exchange programs and study abroad programs) in which passing grades have been achieved will be granted credit but will be neutral in the GPA calculation. A "Tr" will be recorded on the transcript. Classes in which the grades earned are a failure will be recorded as such on the transcript of record and will be considered zero in GPA calculations. In situations where the host institution does not use letter grades, the Registrar's Office, in consultation with the faculty advisor, will determine if credit is to be granted or if a failure is to be recorded."

was CARRIED.

On behalf of SCAA, Mr. Scully moved:

"THAT the revised policy become effective May 2003, and that students on exchange or study abroad programs during the winter, summer and fall terms of 2002 and the winter term of 2003 may petition the Registrar to seek pass/fail grades for work completed during those periods."

The motion was CARRIED.

Mr. Scully stated that the third recommendation from SCAA was null and void. He commented that he hoped that the students would explain to their colleagues on SCAA why Senate voted as it did on the first recommendation, as he would be unable to do so.

ii) Proposed Calendar Entry for Student E-mail Addresses

Mr. Scully reported that the following calendar entry was being presented for information, and that it reflects the institution's attempt for fairness to all students so that they know how the institution will communicate with them for academic purposes:

E-mail is an authorized means of communication for academic and administrative purposes within Dalhousie. The University will assign all students an official e-mail address. This address will remain in effect while the student remains a student and for one academic term following a student's last registration. This is the only e-mail address that will be used for communication with students

regarding all academic and administrative matters. Any re-direction of e-mail will be at the student's own risk. Each student is expected to check her or his official e-mail address frequently in order to stay current with Dalhousie communications.

2002:128.

Senate Steering Committee:

i) Approval of Professional Degrees Between Convocations

On behalf of the Senate Steering Committee, Mr. El-Hawary moved:

"THAT following receipt of documentation that all requirements of the respective Faculty for the degree have been met, and on the approval and recommendation of the respective Faculty, either the Senate or the Chair of Senate (or designate) in consultation with the University Registrar may approve between convocations the awarding of Doctor of Dentistry and Doctor of Medicine degrees to those students who must provide to Dental or Medical Licensing Boards a copy of their degrees with their application for registration and license. Each such degree awarded by the Chair of Senate (or designate) shall be reported with explanation to the next meeting of the Senate."

Ms. McIntyre stated that the motion doesn't specify jurisdiction of licensure for this exceptional awarding of degree, nor does it stipulate whether they can or cannot convocate at the next ceremony if they have already received their parchments. Mr. El-Hawary responded that students can elect to participate in that convocation as they wish. Mr. McInnis stated that in his experience, some attend convocation and some do not. Mr. Rowe concurred.

Mr. Stuttard commented that under this proposed policy each such degree awarded by the Chair of Senate (or designate) on behalf of the Senate would likely be most applicable in August when there were no Senate meeting, and he suggested minor wording revisions to the motion.

Mr. El-Hawary put the question and the following revised motion was CARRIED:

"THAT between convocations and following receipt of documentation that all requirements of the relevant Faculty for the degree have been met and on the approval and recommendation of the relevant Faculty, the Senate or, during the month of August, the Chair of Senate (or designate) in consultation with the University Registrar may approve the awarding of Doctor of Dentistry and Doctor of Medicine degrees to those students who must provide to Dental or Medical Licensing Boards a copy of their degrees with their application for registration and license. Each such degree awarded by the Chair of Senate (or designate) on behalf of the Senate shall be reported with explanation to the next meeting of the Senate."

ii) Senate *ad hoc* Committee on Plagiarism - Draft Terms of Reference

On behalf of Senate Steering Committee, Mr. El-Hawary moved:

"THAT the draft terms of reference for the Senate *ad hoc* Committee on Plagiarism as approved at the November 21, 2002, Senate Steering Committee, with the deletion under membership, of the words, "Ms. Fran Nowakowski" and replacement with "Librarian", be approved."

Ms. McIntyre commented that she applauded the expanded terms of reference, acknowledging the major undertaking involved for this *ad hoc* committee. She suggested that the University administration secure secretarial support for this *ad hoc* committee in doing its work. Mr. El-Hawary indicated that he would bring that suggestion forward to the Vice-Presidents.

The motion was CARRIED.

iii) Senate *ad hoc* Review Committee on the Code of Student Conduct

On behalf of Senate Steering Committee, Mr. El-Hawary moved:

"THAT the Vice-President (Student Services) be asked to set up an *ad hoc* University Committee to consider revisions to the Code of Student Conduct. The *ad hoc* Committee would use as its central point the report by the 2000-2001 *ad hoc* Senate Review Committee on the Code of Student Conduct. The composition of the *ad hoc* University Committee is to be gender balanced and to include representatives from the Dalhousie Student Union, the DFA, Employment Equity, the Service for Students with Disabilities, and the University Legal Counsel. The *ad hoc* University Committee is to present a progress report to the Senate no later than May 2003."

Mr. El-Hawary invited Mr. McKee to comment. Mr. McKee commented that he was pleased to see this matter moving forward, having met with the Review Committee in early 2000, at which time he had noted that there were some urgent changes needed to the Code. He stated concern over the rate at which progress had been made. As the person asked to create the proposed *ad hoc* University committee and possibly chair it, he would like some direction about whether the findings of the Review Committee have in effect been accepted and if, therefore, the task of the proposed *ad hoc* University committee was to write those findings into the Code. If that was the case, he was concerned as he had misgivings of the findings in the Review Committee Report, including errors of fact and some recommendations which he regarded as misguided, although he agreed that there were other changes that needed to be made to the current process. He commented that he found the composition of the proposed *ad hoc* University committee odd in that it specified members of one union and not others, the participation of the Employment Equity Officer when in fact in his experience it had been the Sexual Harassment Officer who had been more involved in the implementation of the Code, and it included the Service for Students with Disabilities when in his experience that office had never had anything to do with the Code. He stated that including the DSU and the University Legal Counsel did make sense. He suggested that a relatively small body was required to get the job done.

Mr. Scully suggested that Mr. McKee report to Senate on the final composition of the proposed *ad hoc* University committee, supposing that Mr. McKee would be the Chair. He pointed out that the motion as worded gave guidance, but did not define the composition of the *ad hoc* University committee, and expected that the gender balance requirement would be satisfied.

Mr. El-Hawary invited Mr. Mobbs, Chair of the 2000-2001 *ad hoc* Senate Review Committee on the Code of Student Conduct, to address the assembly. Mr. Mobbs commented that he too had been distressed on the length of time that it had taken for the Report to come to Senate, and encouraged Senate's action on it. He stated that the *ad hoc* Senate Review Committee had requested information from across campus and while there were people who knew about the Code and felt that the Code was serving them satisfactorily, there were a disturbing number who were not aware of the Code. For those aware of the Code, there were concerns about the governance of the Code, how it was operationalized, and some omissions in the Code, particularly concerning the awareness of the Code on campus.

Mr. Cochrane asked what a Dalhousie student was, that is who was covered by the Code of Conduct. Vice-President McKee stated that, according to the application of the Code since 1995, a student referred to a person who was registered in credit courses at Dalhousie.

Ms. McIntyre moved an amendment, seconded by Ms. Macrae:

"THAT the Vice-President (Student Services) be asked to set up an *ad hoc* University Committee to consider revisions to the Code of Student Conduct. The *ad hoc* University Committee would consider the report of the 2000-2001 *ad hoc* Senate Review Committee on the Code of Student Conduct. The composition of the *ad hoc* University Committee would be reported to Senate by the Vice-President (Student Services) prior to the *ad hoc* Committee commencing its work. The *ad hoc* Committee would report no later than May 2003."

Mr. El-Hawary put the question, and the amendment was CARRIED.

Mr. El-Hawary put the question, and the amended motion was CARRIED.

2002:129.

Enrolment Management Report

Mr. El-Hawary invited Mr. Scully to comment on the Enrolment Management Report which had been circulated. Mr. Scully pointed out that the Report was in two sections; the first being descriptive of the current year's enrolments, and the second, which is largely the work of Mr. Kwak, defined the individual and collective ambitions of those units that offer graduate programs, and how those enrolments might evolve. Given the upcoming Senate discussion regarding BAC XXIV and XXV, Mr. Scully suggested that the document would provide critical background information that would be helpful to that discussion, and highlighted the major sections of the Report regarding year-to-year enrolment changes and student retention.

2002:130.

Report of the President

There was no report.

2002:131.

Other Business

Mr. El-Hawary ended the meeting by wishing the assembly a very happy and re-invigorating holiday season. He stated that it had been an extremely challenging and rewarding year for the University community, and he hoped that the coming year would be as productive as 2002 had been.

2002:132.

Adjournment

The meeting adjourned at 5:55 p.m.

Secretary

Chair