

UNIVERSITY OF NEW BRUNSWICK
FREDERICTON CAMPUS SENATE MEETING

The Fredericton Senate met at 4:00 p.m. on Tuesday, 24 November 2009 in Room 303, Tilley Hall. President H.E.A. (Eddy) Campbell was in the chair, and the following members were present:

D. Bell	A. Ghorbani	C. Patten
T. Benfey	O. Gorman-Asal	O. Rajora
B. Benton	T. Haggerty	A. Reid
E. Biden	D. Hambrook	W. Robbins
B. Boothman	L. Henderson	A. Sankey
K. Brien	D. Hinton	A. Secco
B. Broster	P. Jolly	C. Stacey
E. Campbell	G. Kealey	S. Strople (Secretary)
G. Campbell	L. Kealey	J. Teskey
C. Canitz	R. Langley	D. Townsend
S. Carmont-McKinley	B. Lowry	N. Tracy
David Coleman	S. Lord	L. Vail
A. B. Cooke	E. Maher	J. Valk
M. Couturier	J. McEvoy	K. Weaver
B. Craig	M.E. McKinney	L. Wells
L. Doige	J. Murray	K. Wilcox
C. Ferguson	T. Needham	J. Wright
D. Floyd	J. O'Neill	
A. Forrestall	C. Passaris	

Also Present:

J. Andow (University Records Manager)
S. DeVarenne (Associate University Secretary)
D. Blakely (Executive Assistant to the President)
P. Seaman (Assistant Dean, Nursing)
K. Waugh (Associate Registrar)
K. Wilson (Associate Dean, Nursing)
J. Richer (Co-Chair, Teaching Excellence & Policy Committee)

Unable to Attend:

A. Adam	R. MacKinnon	R. Parker
E. Carusetta	D. MaGee	J. Thompson
S. Cleave	S. Mattar	G. Waite
Daniel Coleman	S. McIntrye	R. Wightman
A. Hamza	M. McKenna	
M.W. Higgins	D. Murray	

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ATTACHMENTS TO THE OFFICIAL COPY OF THE MINUTES

Materials which were before members and which are not attached as an Appendix to the circulated minutes, are listed below and are attached to the Official Copy of the Minutes in the University Secretariat.

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1. **Announcements**

1.1 **Announcements for November 2009** (posted with agenda)

E. Campbell referred Senators to the written announcements, which were posted with the agenda. He welcomed new Senators Lauren Vail (Undergraduate Student Senator) and Kevin Wilcox (Graduate Student Senator).

The President noted that the date for the Trudeau Lecture by Guy Vanderhaeghe has changed to 16 February 2010.

2. **Approval of Meeting Agenda and Minutes**

2.1 **Minutes of 20 October 2009** (posted with agenda)

MOTION 2.1 Valk/L. Kealey “That Senate approve the agenda as presented, and the Minutes of 20 October 2009 as presented.”

CARRIED

3. **Business Arising from the Minutes**

3.1 **Amendments to the Graduation and Prize Lists for Fall 2009** (attached)

D. Hinton presented the amendments to the Graduation and Prize Lists for Fall 2009 for information in accordance with Motion 7, 4 from the Minutes of 20 October 2009.

3.2 **Suspension of Admission to Academic Programs**

D. Bell asked if a list of recently suspended courses had been prepared as requested at the October Senate meeting. D. Hinton explained that preparing this list will require a thorough review of Senate and Academic Planning Minutes and indicated that he expects to bring the list to a future Senate meeting.

D. Bell asked if A. Secco had prepared a further response to his question regarding process followed when an administrative decision is made to suspend admission to a program. A. Secco indicated that he would circulate a written response at a future meeting of Senate. He noted that there are two parts to this issue. The first is the authority under the Act to suspend programs. The University is seeking advice from the University Solicitor on this matter. The second step involves development of a process that is reasonable, practical, and collegial and which recognizes the need for decision-making. He indicated that he would be consulting with the University Management Committee and Deans' Council on this issue. He suggested that the process would need to include a mechanism for apprising those directly affected and allow for input. Senate also would need to be informed of such decisions.

4. **Question Period**

4.1 Question from Senator Tillman Benfey (posted with agenda)

E. Campbell drew Senators' attention to the response to Senator Benfey's question regarding UNB's plans to improve its reputation for stewardship of its natural resources which was posted with the agenda.

T. Benfey indicated that he had contacted the Associate Vice President, Capital Planning and Property Development to express concern that the response provided had not fully answered his question. In addition, he reminded the Chair of the proposal regarding the establishment of the Creighton Conservation Forest prepared by a special advisory group put in place by President McLaughlin to make recommendations regarding stewardship of the lands designated as Heritage Conservation Lands in UNB's Land Management Strategy. He asked that the President assist in ensuring the proposal is considered at the December meetings of the Board Properties Committee and the Board of Governors, noting that there appears to have been some delay in bringing the proposal forward. E. Campbell asked that copies of past requests to discuss this concern at a Board meeting be forwarded to him for information.

4.2 Question from Senator Allan Reid (posted with agenda)

E. Campbell drew Senate's attention to a copy of the December 2006 agreement between NBCC and UNB regarding "shared land, facilities and services" which was posted with the agenda in response to Senator Reid's question.

In response to further questions, E. Campbell indicated that no new agreements have been made, and explained that a task force has been formed to consider shared services with NBCC and STU. He stressed that any resulting agreements will be open and transparent. The task force will meet in early December to review information provided by various University units and departments.

4.3 Question from Senator David Bell (posted with agenda)

E. Campbell noted that Senator Bell's questions regarding privacy of personal information procedures and practices provided for in the UNB Network and Computing Policy were posted with the agenda. He indicated that a response is being prepared for circulation to the University community and will be provided to Senate at the January 2010 meeting.

4.4 Question from Senator John McEvoy

J. McEvoy asked for an update on the progress of the Search Committee for a Dean of Law. A. Secco indicated that the search is ongoing. One candidate had been introduced to the faculty and students in Law. Based on the feedback received and its assessment of the candidate, the Committee will continue to consider other candidates.

4. **Question Period** (cont'd)

4.5 Question from Senator Constantine Passaris

C. Passaris noted that a recent issue of University Affairs showed increased enrollment across most of Canada, with the exception of UNB which showed a 2% decline in enrollment. He asked if the President has considered establishing a task force on enrollment to provide advice on how to address the enrollment challenges facing UNB. E. Campbell acknowledged that enrollment has decreased 14% since 2004-05, and that this is a serious issue with widespread implications for the University. He assured Senate that he is dedicated to finding ways of increasing enrollment, noting that this is a frequent topic of discussion at UMC Meetings.

A. Secco noted that reporting and data sources are not consistent across Canada. He stressed that he has been focused on both recruitment and retention issues.

5. **Activities of the Saint John Senate**

5.1 Activities Report for 21 October 2009 (posted with agenda)

E. Campbell noted that the activity report for the 21 October 2009 meeting of the Saint John Senate was posted with the agenda for information.

The President highlighted the concerns of the Saint John Senate regarding the awarding of two Lieutenant Governor of New Brunswick Silver Medals to Education for multiple years. The matter has been referred back to the Undergraduate Scholarships Committee for further consideration. The Saint John Senate did approve the awarding of two medals for 2009.

He observed that the Saint John Senate expressed concern regarding the use of "Psychology" in the title of the Master of Education program "Counselling Psychology," and did not approve the name change. Dr. Carusetta will be taking some additional information to the Saint John Senate for consideration at its January meeting.

6. **Strategic Planning Process**

6.1 Strategic Planning Progress Report November 2009 (posted with agenda)

E. Campbell referred to the November progress report which was posted with the agenda. He remarked that a web-based questionnaire was launched on 2 November and was distributed via email invitation to all faculty, staff, and current students, and all alumni who have kept their contact information up to date, for a total of 50,000 people. As of 23 November, 2,784 questionnaires have been completed (252 faculty, 291 staff, 850 students, 1,394 alumni).

An estimated 150 people took part in Strategic Planning Breakout Sessions held at the Saint John Hilton on November 20 and 75 participants attended sessions on November 21. Discussions were lively and stimulating. Breakout sessions will be held in the Wu Conference Centre on December 4 and 5. Co-chairs will write white papers based on the recommendations and feedback from the breakout sessions. These white papers will be

6. **Strategic Planning Process** (cont'd)
6.1 Strategic Planning Progress Report November 2009 (cont'd)

posted to the website for one further opportunity for feedback with the final version to be used by the Steering Committee to build the draft Strategic Plan.

The President explained the next steps in the Strategic Planning process. External meetings to seek consultation and input to the strategic planning exercises are being coordinated for January with various groups around the province, including representatives from government, non-governmental organizations, and the business community.

W. Robbins noted that many students would not be able to attend the breakout sessions. She asked what provisions would be made to give students the opportunity to provide input on Strategic Planning. E. Campbell replied that early in 2010 consultations with students would be held on both campuses.

7. **Certificate and Diploma Candidates**
7.1 Certificate List 2009 (posted with agenda)

D. Hinton presented the list of certificate and diploma candidates.

MOTION 7.1 Hinton/Secco “That Senate approve the list of certificates and diplomas in Adult Education, Advanced Undergraduate Studies, Critical Care Nursing, and Mental Health Nursing as presented.”

CARRIED

8. **Report from the School of Graduate Studies**
8.1 Honourary Research Associates (posted with agenda)

E. Biden presented the names of honorary research associates recommended for appointment by the School of Graduate Studies Executive Committee.

MOTION 8.1 Biden/G. Kealey “That Senate approve the appointment of Honourary Research Associates from Andrea Carneiro to Pierre Zundel, inclusive as presented.”

CARRIED

8.2 New, Revised and Deleted Courses (posted with agenda)

E. Biden presented the list of new and revised courses.

C. Canitz suggested that, in future, the process for course approval should include consultation with departments where content may overlap. In particular, she suggested that, while both Sociology (regarding IDST 6404) and Classics (regarding POLS 6492) likely welcome the opportunities for graduate students provided by the addition of these courses, it would have been beneficial to include them in the consultative process.

8. **Report from the School of Graduate Studies** (cont'd)
8.2 New, Revised and Deleted Courses (cont'd)

MOTION 8,2 Biden/Brien “That Senate approve the new courses CHE 6416 to POLS 6496, and a change in units for CHE 6423 inclusive, as presented.”

CARRIED

9. **Report of the Senate Curriculum Committee**

M. Couturier presented the report of the Senate Curriculum Committee.

9.1 Part I: Computer Science, Kinesiology and Nursing (posted on the Curriculum Committee website)

MOTION 9,1 Couturier/Ghorbani “That Senate approve the Report of the Senate Curriculum Committee including new courses, course changes and deletions, changes and additions to regulations and programs in the Faculties of Computer Science, Kinesiology and Nursing as presented.”

CARRIED

M. Couturier brought forward the concerns of the Committee regarding the process used to create the Undergraduate Calendar, and suggested that it would be preferable to either simplify the process to prevent future errors or move to a web-only Calendar which could be used to print sections on demand, as needed. He recognized that additional resources may be needed to achieve the improvements the Committee would like to see.

A. Secco commented that it may be time to consider whether a paper Calendar is necessary or if an e-Calendar, with the ability to print on demand, would be sufficient.

S. Strople acknowledged that errors make their way into the Calendar from time to time as a result of information being handled by people. He noted that the Secretariat has been taking steps to move toward increased use of the on-line calendar over the past few years and has been steadily decreasing the number of hard copy calendars ordered each year. He indicated that it may be possible to move to an online Calendar, however, the University Solicitor would need to be consulted to ensure that the transition is done in such a way that UNB's legal obligations are met. Discussion will need to take place regarding changes to calendar production support and the transition will depend to some extent on what is possible within the timelines for production.

10. Report of the Undergraduate Scholarships Committee**10.1 Modifications to award descriptions** (posted with agenda)

K. Waugh presented the modifications of award descriptions.

MOTION 10,1 Brien/McEvoy “That Senate approved the modifications to existing awards open to students on the Fredericton campus and on both campuses, as presented.”

In response to a question about the inclusion of an age limit in the conditions for the Keener Award, K. Waugh reminded Senate of the legal option obtained previously regarding restrictions in award descriptions and possible human rights violations. S. Stropole explained that, where the donor has set conditions on the award, the University is not in violation of the criminal code. A challenge with respect to Human Rights legislation would be directed toward the donor, not the University. However, the University is in a position to set guidelines and conditions on the types of donations it will accept.

CARRIED

E. Campbell asked that the concerns of Senate be communicated to the Undergraduate Scholarships Committee.

11. Report of the Academic Policy and Procedures Committee (posted with agenda)

A. Secco presented the report of the Academic Policy and Procedures Committee (APPC), referring to the Minutes of 19 November 2009 which were posted with the agenda. He noted that the Committee received updates on plans for further consideration of issues related to privacy and access to on-line student information, and re-staffed the sub-committee to consider development of guidelines for enforcement of the University Regulations on Course Syllabus, Examination and Evaluation of Course Work, which did not have an opportunity to meet last year.

11.1 Calendar of Academic Dates for 2010-11

The Committee also reviewed the proposed Calendar of Academic Dates for 2010-11.

MOTION 11,1 Secco/L. Kealey “That Senate approve the Calendar of Academic Dates for 2010-2011, as presented.”

L. Kealey noted that the dates for Congress 2011 will be May 28 to June 5, 2011.

CARRIED

11. **Report of the Academic Policy and Procedures Committee** (cont'd)
11.2 Proposed Revision to Academic Regulation on Confidentiality, Security and Release of Student Academic Records

A. Secco indicated that the Committee considered a request from A. Forrestall that the Student Advocate be allowed access to on-line student photos.

MOTION 11,2 Secco/Doige “That Senate approve the proposed revision to the Academic Regulations on Confidentiality, Security, and Release of Student Academic Records to include the Student Advocate on the Fredericton Campus to the list of those who have secure on-line access to digitized images of student identification photographs (University Academic Regulation X.D.9., pg. 44 of the 2009-2010 Undergraduate Calendar.”

In response to a question on how students can find out who has access to this information, it was noted that those who have access are identified in the academic regulation.

Senate discussed the rationale for providing access to student photos to the student advocate. It was noted that the advocate had over 4,000 contacts with students in 2008-09. Access to photos will help the Student Advocate to more readily connect individual students to the background information for the requests for assistance.

Motion 11, 2 was CARRIED.

11.3 Proposal for a UNB Non-Credit Program Transcript

A. Secco noted that a transcript document is being developed for students who take non-credit courses through the College of Extended Learning. He explained that that the Committee had concerns with regard to the specific content of the transcript paper and that CEL will make adjustments to ensure that the non-credit nature of the information is clear. A revised proposal will come forward to the Committee at its next meeting.

A. Secco indicated that the Committee received an update on the proposal by J. McEvoy to amend the Academic Regulations on Academic Offenses, which is being reviewed by the Register's Office and the University Solicitor's office. In addition, the Student Appeals Committee on the Saint John campus has identified some concerns regarding the grade review process and these have been referred to the Student Standings and Promotions Committee for further consideration.

12. **Report of the Teaching Excellence and Policy Committee****12.1 TEP Report November 2009** (posted with agenda)

Joss Richer presented the Teaching Excellence and Policy Committee report, updating Senate on the Committee's consideration of possible revisions to the Student Opinion Survey. He invited Senators to provide the Committee with feedback on the survey instrument and the Committee's deliberations.

13. **Report of the Senate Nominating Committee** (posted with agenda)

A. Secco reported on the activities of the Senate Nominating Committee, referring to the Minutes of 16 November 2009 which were posted with the agenda.

13.1 Composition of Search Committee for University Secretary

Senate discussed the proposed changes to the Search Committee for University Secretary.

MOTION 13,1

Secco/Townsend "That Senate approve the proposed revisions to the composition of the Search Committee for the University Secretary, as follows:

University Secretary

- ~~Vice President Fredericton (Academic)~~ – ***President or designate***
- Chair
- 1 member appointed by Board of Governors
- 1 member appointed by Fredericton Senate
- 1 member appointed by Saint John Senate
- 1 member appointed by Board of Deans
- 1 student (Fredericton ***or Saint John***) appointed by ***and from*** the student Board Members and Senators
- ***1 member appointed by the President with regard to achieving [campus, discipline, and gender] balance on the Committee***

Recommendation to:
Board of Governors"

Concerns were raised regarding the revision of the "recommendation to" section to remove the step of recommending the appointment to the President. The President noted that it is his intention to designate the Provost as the Chair of this Search Committee and suggested that, in this circumstance, a recommendation for appointment should flow through the President to the Board. It was suggested that Motion 13, 1 be amended to indicate that the recommendation should be made to the President in the event that the President does not chair the Committee.

13. **Report of the Senate Nominating Committee** (cont'd)**13.1 Composition of Search Committee for University Secretary** (cont'd)

MOTION 13,2 G. Kealey/David Coleman “That Motion 13,1 be amended to indicate that a recommendation for appointment of a University Secretary would be made to the “President, where the President is not the Chair, thence to Board of Governors.”

CARRIED

Motion 13, 1 was CARRIED , as amended by Motion 13,2.

13.2 Appointments to Senate and Search Committees for 2009-10

A. Secco presented names recommended for appointment to Senate and Search Committees. There was one correction to the Minutes. The Committee also recommended Ted Needham as the representative from Renaissance College on the Undergraduate Scholarships Committee.

Questions were raised with regard to the appointment of D. Hinton to the Search Committee for University Secretary. In response to these questions, it was noted that, in its discussion of potential candidates, the Nominating Committee considered individuals with experience working with the University Secretariat and who would have an understanding of the role and responsibilities of a university secretary. S. Strople provided information with respect to the close interaction between the Secretariat and the Registrar's Office, particularly in the areas of the administration of the Academic Regulations and the workings of various Senate committees. During further discussion it was noted that all members of Senate, including Vice-Presidents, Deans and students, serve on a variety of committees.

MOTION 13,2 Secco/L. Kealey “That Senate approve the appointments to Senate and Search Committees for 2009-2010, as recommended by the Senate Nominating Committee.”

CARRIED

14. **Notice of Motion****14.1 Proposal to Amend Composition of Faculty Councils in the University of New Brunswick Act**

E. Campbell gave notice that he plans to bring a proposal to amend the membership of Faculty Councils as provided for in the *University of New Brunswick Act* to the January meetings of the Senates. He explained that, at present, the membership of most Faculty Councils is limited to the President, the relevant campus Vice-President, the Dean, heads of departments, faculty members, and students where provision has been made by Faculty

14. **Notice of Motion** (cont'd)**14.1 Proposal to Amend Composition of Faculty Councils in the University of New Brunswick Act** (cont'd)

Council to allow for student membership. The exception to this is the Faculty of Law, which has flexibility to include 'such other members as the Faculty of Law shall determine.'

The President indicated that he intends to recommend that this same flexibility extend to UNB's other Faculties. The recommendation will allow Faculties to include as members of Faculty Council as they shall determine, such people as adjunct professors, honorary research associates, post-doctoral fellows and part-time instructors in consideration of the involvement such appointments have in the academic work of the Faculty.

E. Campbell noted concern at the level of detail included in the *UNB Act* with respect to Faculty Council membership.

15. **Other Business**

The President reminded Senators that this was Stephen Strople's final meeting with the Fredericton Senate. He thanked Stephen for his years of dedicated service to the University, presented him with a gift, and invited him to say a few words.

S. Strople noted the important role Senate plays in the life of the University. He expressed his gratitude for the opportunity to be a part of the Fredericton Senate and for the lessons learned through many meetings since he took on the role of Secretary in 1992. He referred to the expression "We stand on the shoulders of giants", noting the contributions of past members of Senate toward shaping UNB's academic identity.

MOTION 15, 1

David Coleman/ All "That Senate extend best wishes and heartfelt thanks to Stephen for his many years of service to UNB and to the Fredericton Senate."

CARRIED

The meeting adjourned at 5:28 p.m.

Stephen Strople,
Secretary